

Event Sponsor Responsibilities

Event Sponsor Responsibilities are to:

Recognize that Ball State University reserves the right to limit the quantities of alcoholic beverages served at an approved event; to limit the hours and dates when such service may occur; and to withhold approval of the possession, consumption, provision, and sale of alcoholic beverages to any organization, group, or individual at any time and for any reason deemed appropriate by the University and its agents. That decision is discretionary and lies wholly with Ball State University, subject to its best interests as it determines them.

Not distribute or sell alcoholic beverages which have been donated by individuals, sponsors, distributors, or others, except in situations that are approved in advance, in writing, by both the University and the Indiana Alcoholic Beverage Commission. No individual may bring his/her own alcohol into an event at Ball State University.

Keep all beverages served within the physical confines of the event.

Comply with all State statutes and University policies governing the use of alcohol and agree to bear the cost of personnel (including security personnel) necessary to ensure compliance with all statutes and policies.

Assure that a majority of attendees at the event will be 21 years of age or older.

Refuse to serve alcoholic beverages to anyone who is underage; to anyone who cannot provide adequate identification; to anyone who provides alcoholic beverages to any underage guest; and to anyone who, in the opinion of the staff providing the service, is intoxicated, and arrange for that person's safe passage home.

Provide or make available food and non-alcoholic beverages during the time when alcoholic beverages are served.

Refrain from using the brand name of any alcoholic product, manufacturer, or distributor in announcing or promoting the event, and refrain from the use of any term or phrase which might convey that the consumption of alcohol is the primary purpose of the event.

Discontinue the provision or sale of alcoholic beverages at any time if either security or compliance with State statutes and University policy are compromised.

Close an event if the security of persons or property cannot be readily maintained.

Be responsible for any and all costs (including labor) associated with all food or beverages that were planned to be served even if alcoholic beverage service must be discontinued prematurely. Any food or beverage remaining after an event closes becomes the property of the alcohol provider.