



GEMINI CENTER LIQUOR REQUIREMENTS

Alcohol consumption is limited to the confines of the Community Room and must comply with State of Ohio liquor laws. Proof of special event insurance/host liquor liability must be provided (normally through your homeowners' policy). The City of Fairview Park must be added as an additional insured for \$1million for the day of your event, and a permit must be signed. A minimum of one (1) Fairview Park police officer must be present during your event. Based on the number in attendance, additional security may be needed and can be filled with auxiliary police officers. Security rates, determined by the Police Department to be \$30 per hour, 4 hour minimum, with the officer required to stay ½ hour beyond end of the function. Contact information for police security may be obtained through the Rental Coordinator.

1. If liquor is sold for cash or, if included in the ticket cost:

- A. A liquor permit is required from the State of Ohio. This is the responsibility of the renter (if no concessionaire is involved). Renters will call 614.644.3155 to secure the permit application.
- B. Once a liquor permit is secured, the City of Fairview Park requires that the liquor permit holder also secure liquor liability insurance at a limit not less than \$1,000,000. A certificate of insurance, as evidence that such insurance coverage has been secured, must be presented to the city 30 days prior to the event.
- C. Police Officer- Arrangements are made in advance through the Fairview Park Recreation and Community Center. Only a Fairview Park police officer may be used at your event. The fee is \$30.00 per hour, minimum of 4 hours. The officer must stay one-half hour beyond the ending time of the event to ensure that all guests exit promptly.

2. In order to serve alcohol (no sale) at your event, the Fairview Park Recreation and Community Center requires the following:

- A. Insurance- You must contact your insurance company and ask them to add the City of Fairview Park as an additional insured for \$1,000,000 to your homeowners insurance for the day of your event. Insurance must cover Host Liquor Liability. The Rental Coordinator must be in receipt of this insurance a minimum of 30 days prior to the event. Please be sure that insurance reads "The City of Fairview Park", not The Fairview Park Recreation and Community Center, and use 21225 Lorain Rd. Fairview Park, OH 44126, as the address.
- B. The city of Fairview Park reserves the right to require police officer presence at any event. See item 1 above.

3. General Requirements

- A. Minors- It is the responsibility of the person signing this contract to ensure that minors will not be served.
- B. Alcohol is permitted inside the rented room only and is not to be taken outside of the Community Rooms. Should these conditions not be met, alcohol will not be permitted to be served. If damages are incurred, your credit card will be charged accordingly.