



Sale of Alcoholic Beverages at TSU Sports Authority Facilities

Policy No. 08.03

Effective Date: June 2020

I. Purpose

The sale and consumption of alcoholic beverages at approved events is to be an amenity to well-planned and structured programs; it is not to be the indispensable and essential program element. This policy sets out the conditions and considerations under which alcohol may be sold at events at designated Tennessee State University ("TSU") sports facilities.

II. Applicability

- A. This policy governs the sale of alcohol at TSU sports authority facilities approved by the President.
- B. This policy shall not be construed as prohibiting the use of alcoholic beverages in academic coursework where said beverages are not consumed but are used solely in the tasting process in a manner consistent with state law. T.C.A. § 57-4-109.
- C. This policy is separate from and not applicable to the policy governing the serving of alcohol at approved alumni association or TSU foundation sponsored events.

III. Definitions

- A. Sports authority facility. Pursuant to T.C.A. § 57-4-102(34), any facility that is designed and used for University-sanctioned public sporting events at which a third-party vendor may sell alcohol.
- B. Designated Area. The specific area within a sports authority facility where the sale and consumption of alcoholic beverages has been approved.
- C. Authorized Requester. A TSU administrator who seeks authorization to sale alcoholic beverages at a TSU sports authority facility.

IV. Sale of Alcoholic Beverages

- A. The President may authorize the sale of alcoholic beverages at designated TSU sports facilities, and within designated areas of TSU sports authority facilities, on a case by case basis. The sale of alcoholic beverages is limited to University-sponsored events, except as authorized expressly by the President.
- B. The President may authorize the sale of alcoholic beverages at the following TSU sports authority facilities: Gentry Center, Keane Hall, Hale Stadium, and other facilities deemed sports authority facilities under this policy.
- C. Alcoholic beverages may only be sold by a third-party vendor at specified sports authority facilities during certain University-sanctioned events.



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- D. Only an Authorized Requester may request the sale of alcohol at a TSU sports authority facility. The Authorized Requester must submit a Request to Sell Alcohol form, or in another written format approved by the President, to the President's Office at least two (2) weeks prior to the event, except the President may waive or shorten said submission time requirement.

VI. Conditions for the Sale and Consumption of Alcoholic Beverages

- A. In general, the use or possession of alcoholic beverages by students is prohibited on property owned or controlled by the University. However, students of legal drinking age may consume alcoholic beverages at events at which the sale of alcohol has been approved pursuant to this policy.
- B. Alcoholic beverages shall not be permitted at any event where the event is marketed and promoted primarily to students.
- C. The sale of alcoholic beverages is prohibited, except as allowed pursuant to this policy. The third-party vendor authorized to sell alcohol will be required to comply with all applicable state and local laws, including licensure or permit requirements, as well as execute a professional services agreement that will provide detail regarding alcohol sales at sports authority facilities.
- D. No state funds or state accounts can be used to purchase alcoholic beverages for consumption.
- E. The President may limit the length of the event, the amount of alcohol to be served, the nature of the event, and the number and age of the anticipated participants attending.
- F. Food and non-alcoholic beverages must also be available concurrently with the sale of alcoholic beverages at an event. Adequate proportions of these items will be considered as criteria for event approval.
- G. The alcoholic beverages served or available for sale at an event must be consumed within the facility or area designated for the event.
- H. When requesting approval for the sale of alcoholic beverages on campus, the sponsoring group is responsible for identifying an individual to be present at the event who will be responsible for ensuring that the event complies with this policy and all applicable state and local laws regarding the serving of alcohol.
- I. The approval of the sale alcoholic beverages may include additional requirements or stipulations associated with the event.
- J. Exceptions to this policy can be made at the discretion of the President.

Approved by: President as part of Appendix A for the Policy Development and Review Process Policy

Adopted: June 2020

Created: November 2024

Revised:



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Alcohol Service/Sales at TSU Campus Events Request Form

Event Details

Event Name: _____

Date of Event: _____

Start Time: _____

End Time: _____

Location: _____

Organizer Information

Name of Organizer: _____

Department/Organization: _____

Contact Number: _____

Email Address: _____

TSU Affiliation: (e.g., Student, Faculty, Staff) _____

Event Description

Type of Event: (e.g., concert, workshop, gala) _____

Expected Attendance: _____

Purpose of Alcohol Sales: _____

(e.g., fundraising, event theme, etc.)

Alcohol Service Details

Type of Alcohol to be Served: (check all that apply)

- ☐ Beer
- ☐ Wine
- ☐ Spirits (Currently not Permissible)

Will food be provided? (Y/N) _____

Will a licensed bartender be present? (Y/N) _____

- If yes, please provide the name and contact information of the bartender:

- Name: _____

- Contact Number: _____



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Compliance and Acknowledgment

As the event organizer, I acknowledge that I am responsible for:

- Ensuring compliance with all Tennessee State University's Alcohol Policy and all local, state, and federal laws regarding the sale and consumption of alcohol.
- Ensuring there is a conducive event space within the sports facility to adequately accommodate the sales area.
- Prohibiting alcohol sales to All Students Enrolled at TSU.
- Prohibiting the sale of alcohol to individuals under 21 years old.
- Using a clearly identifiable band system for patrons aged 21 years and older.
- Limiting the number of purchases to 2 alcoholic beverages during the event.
- Display appropriate signage indicating the legal drinking age and promote responsible drinking.
- Ensuring that non-alcoholic beverages and food are available during the event.
- Providing additional security, if required, for events with alcohol.

Signature of Organizer

I hereby affirm that the information provided on this form is accurate. I agree to comply with all relevant policies and regulations regarding the sale of alcohol per Tennessee State University Policy #08.03 (Sale of Alcoholic Beverages at TSU Sports Authority Facilities, 6/2020)

Signature: _____ Date: _____

Submission Instructions

Please submit this completed form to the TSU Office of Events Management and Conference Services at least 30 days before the event. Additional documentation, such as proof of insurance or liquor liability coverage, is required (attached):

- ☐ Event Plan
- ☐ Proof of Liability Insurance
- ☐ Tennessee Alcohol Beverage Commission Bar Server Permit/License

Contact Information:

Tennessee State University

Office of Events Management and Conferences

Phone: (615) 963-1570

Email: emanagement@tnstate.edu / www.tnstate.edu/events

Signature _____ Date _____

Dwayne Tucker, President