Authorization to Serve Alcohol

DATE: ___________________________

Attention:  Lori Rice-Spearman President
TTUHSC, 3601 4th Street, MS 6258
Lubbock, TX 79430

From: ____________________________  📝 Contact: ____________________________
Department: ____________________________

Event name:
________________________________________________________________________

Hosted by:
________________________________________________________________________

Business Purpose:
________________________________________________________________________

Date of Event: ____________________________ Location: ____________________________

Total approximate attendance: _____ all that apply: _____ Students _____ Faculty _____ Staff _____ Donors
________________________________________________________________________

_________________________________ Other (please specify) ____________________________

Per HSC OP 72.16, ____________________________________________(Name of Vendor) meets the following criteria:

(a) Alcohol can only be served by vendors properly licensed by the Texas Alcoholic Beverage Commission (TABC) to serve/sell.
(b) All servers must be TABC certified and follow the TABC rules concerning the serving and dispensing of alcohol.
(c) The vendor is required to provide proof of licensure and to ensure all served are TABC certified.
(d) The event agreement from the vendor/caterer must contain a clause indemnifying TTUHSC and TTUS along with evidence of insurance compliant with current TTUHSC and TTUS standards.

Approved by:

Department Head: 🔥
Name/Title: ____________________________ Date ____________________________

Dean/VP: 🔥
Name/Title: ____________________________ Date ____________________________

President: 🔥
Lori Rice-Spearman, PhD – President Date ____________________________