

# Kiwanis International Policies & Procedures

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## 173 – ALCOHOL GUIDELINES FOR KIWANIS CLUBS AND OTHER KIWANIS ENTITIES

When providing alcohol at a Kiwanis event, Kiwanis clubs and other Kiwanis entities should adhere to the following guidelines. (1/13)

The preferred method is to transfer the risk by hiring a licensed entity to provide the alcohol. A certificate should be requested from the entity naming your club and Kiwanis International as an additional insured on its alcohol liability policy. When it is not possible or practical to hire a professional entity, the following steps should be taken to reduce the chance of an occurrence:

- Prevent underage service; check identification on all patrons 40 and younger. (1/13)
- Alcohol consumption must remain on the premises, with prominently displayed signs that inform attendees of this requirement.
- Entrance to the facility or event must be staffed by club members.
- Control consumption and avoid over-serving.
- Food should be readily available at the event.
- Minors at event limited to areas without alcohol. (*except when local authority permits in a dining setting - MJG*)
- Enlist volunteer support in watching over the grounds.
- Consider the presence of local police.
- Be sure to check with the local municipality, state or province whether a license is required for your event. If a license is required and one is not obtained, there will be no coverage for an injury attributable to alcohol. Coverage will not be provided without a valid license. (1/13)

The Kiwanis alcohol liability insurance coverage offered to clubs in the U.S., Canada, and the Caribbean is intended to protect the majority of those clubs that sell alcohol at an event under the following circumstances: (1/13)

- There are up to 500 participants at the event.
- The event is a one-day event.
- Alcohol receipts are less than 50 percent of the total receipts. (1/13)

Clubs that conduct events that are outside of the above circumstances are requested to purchase primary alcohol liability for the event, with limits of at least US\$1,000,000 per occurrence. The Kiwanis insurance policy would be in excess of the event coverage. (1/13)

Coverage under Kiwanis International's alcohol liability insurance is intended to protect Kiwanis from third-party liability. No coverage is provided to club members, volunteers, or employees for their injury. (1/13)