



Diocese of Shreveport

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The following information was gathered in regards to establishing a clearer more concise Alcohol policy at the Catholic Center/Parishes throughout the Diocese of Shreveport. There is no indication that liquor is prohibited by local law, particular law or dictated by the insurance company at this facility.

Thus it appears it is the Bishop's decision.

Historically, **the stated intention** in a Policy Concerning Alcohol at Church functions was to promote a good family atmosphere and a safe, healthy and productive environment in every parish, Catholic school and other church settings.

Diocese of Shreveport Code of Pastoral Conduct states that alcohol is not to be used in the presence of minors.

State law prohibits the sale of alcohol without a license.

State law prohibits the selling of tickets for events where alcohol will be served free of charge.

State law indicates that alcohol not sold but served must be served by a licensed bartender.

There are **many local ordinances** pertaining to alcohol and each church should contact the local police department (per attorney opinion) to plan for an event with alcohol. For example, in Shreveport no alcohol may be sold or consumed within 300 feet of a church with the exception of specific private parties with designated invitees who actually receive a written invitation.

*Documented **attorney opinion**:*

In areas where the distribution or use of alcoholic beverages is forbidden by local laws, the provision of such beverages on church property would wisely be prohibited also. Persons who rent or otherwise use church facilities and who desire to serve alcoholic beverages will assume full responsibility, provide insurance coverage, sign an agreement holding the church harmless, employ one law enforcement officer for every 50 persons and supply the liquor license. Signs should be posted at events indicating alcohol is present. A written plan should exist for dealing with intoxicated persons.

Authorized groups or individuals requesting use of the facility and wishing to serve alcohol should **request in writing to Bishop/Pastor** when requesting use of the facility and clearly understand they have to **adhere to the policy in every aspect**.

1. Present a state issued liquor license. (Usually provided by a bartender for hire) to the church prior to the event.
2. Alcoholic beverages must be served by a licensed bartender.
3. Security must be supplied by the group at the rate of one security officer per 50 people if liquor is served. This must be a licensed law enforcement officer, not facilities staff, family members or volunteers. *Staff must have no occasion or need to assess person's ability to drive or to function.*
4. Alcohol should not be served if minors (under 18) are in attendance.

5. Persons and/or organizations using church facilities who desire to serve alcoholic beverages will assume full responsibility and this should be part of the agreement.
6. Provide insurance coverage (minimum \$1,000,000 with both the Parish/Diocese and Bishop shown as additional insured separately). Gallagher-Bassett our insurance broker can provide the appropriate rider for \$125.00 to \$150.00 to the organization.
7. A rental contract with a minimal/nominal charge stipulated, other particular stipulations, and an agreement holding the church harmless must be signed prior to the event.
8. Signs should be posted indicating that alcohol is present.
9. A written plan should exist for dealing with intoxicated persons.
10. Reserve the right to limit particular groups to wine only, beer only or full bar set-up.
11. Any charges incurred for the above are the responsibility of the group wanting to use the facilities and must be paid in advance by the group to the particular parties.
12. The Catholic Center Facilities will not front the costs for the organization. The above charges are in addition to rental charges for the facilities, charges for use of glassware, linens, dishes, set-up, decorating, food costs, and tear-down and cleanup if they apply.

Thank you,

Randy G. Tiller
Director of Mission Effectiveness

Dated: January, 2009