

**Question: Are attendees being charged in any way to attend your event?**  
**Examples: registration fee, cash bar, donations, tickets, etc.**

**Answer: Yes, attendees are being charged to attend**  
“Charging” for an event includes, but is not limited to:

- o Your event is part of a larger paid event
  - Example: You have a wine social one evening as part of a three-day paid conference
- o There’s an event or conference registration fee
- o There’s a set donation for the event
- o You’re having a cash bar (i.e. attendees will buy their own alcohol at a bar)
- o Attendees are being charged a small fee to help you offset some of the costs of the event
  - Note: This still applies even if you’re not using that money to purchase the alcohol

**Answer: No, this event is completely free to attendees**

- o There is a no direct or indirect sale of alcohol
- o Attendees are not being charged to attend and there is no exchange of funds
- o **Permits Required for Your Event:**
  - Campus Alcohol Permit (from CEVS\*)

*Please note that because you are charging for your event, you will need a One-day Sales License from the ABC for your event.*  
**Question: How are you getting the alcohol for the event?**

**Answer: The alcohol is donated or Our department chair is providing the alcohol or We’re buying it ourselves etc.**

- o *You*, not your caterer will be responsible for getting the One-day Sales License from the ABC.
- o Please note that BYOB is not allowed on campus

**Answer: We’re buying the alcohol from an Approved Registered Caterer or An Approved Registered Caterer is providing a cash bar**

- o Visit [www.cevs.ucdavis.edu/dept\\_cont/caterers](http://www.cevs.ucdavis.edu/dept_cont/caterers) and click on “View” to make sure your caterer is eligible to sell alcohol
- o Please note that your caterer needs to *provide* the alcohol; if they are simply *servicing* the alcohol, that doesn’t count!
- o **Permits Required for Your Event:**
  - Campus Alcohol Permit (from CEVS\*)
  - One-day Sales License (from ABC) which the caterer will get for you

**Question: What is your group’s non-profit status?**

**Answer: We’re a campus department with no outside non-profit affiliation**

- o Since campus departments are state entities, they are not eligible to purchase One-day Sales License from the ABC.
- o **Your alcohol permits will not be approved if your event falls in this category.**
- o Your options at this point are to do one of the following:
  - Buy your alcohol from an Approved Registered Caterer
  - Change your event so attendees are not being charged in any way to attend
  - Find an outside non-profit group to co-sponsor your event so they can obtain the One-day Sales License from the ABC

**Answer: We have our own non-profit tax ID number or An outside non-profit group is co-sponsoring this event with us**

- o Examples: You’re the Cal Aggie Alumni Association, or the Ag Leadership Foundation is co-sponsoring your event
- o When filling out the Campus Alcohol Permit, list your department *and* the name of the co-sponsoring group
- o **Permits Required for Your Event:**
  - Campus Alcohol Permit (from CEVS\*)
  - One-day Sales License (from ABC)
    - Note: You will also need a letter addressed to the ABC and signed by the Director of CEVS and the UCD Police Chief stating your event has been approved. This letter is in lieu of signatures at the bottom of the One-day Sales License Form (letter is typed up by CEVS)

**ABC** – Alcohol Beverage Control of the State of California: [www.abc.ca.gov](http://www.abc.ca.gov)

\***CEVS** – Campus Events and Visitor Services at UC Davis: [www.cevs.ucdavis.edu/dept\\_cont/alcohol/index.cfm?page=form](http://www.cevs.ucdavis.edu/dept_cont/alcohol/index.cfm?page=form)

If you have any questions about alcohol on the UC Davis campus, please call (530) 752-1328.