



**DEPARTMENT OF PUBLIC WORKS
Parks and Recreation Division**

Paul A. Fillebrown
Director

Old Courthouse
Merced, CA 95340
(209) 385-7426
(209) 385-7428 Fax
www.co.merced.ca.us

You have applied to reserve a County Park Facility or Community Recreation Building and have indicated that alcoholic beverages will be served, provided or sold during the function or activity being conducted at the facility.

The Merced County Board of Supervisors has adopted a policy, whereas when alcoholic beverages (beer, wine or liquor of any kind) are to be served, provided or sold on any County owned or leased facility, the group or individual reserving such facility, shall be required to provide Commercial General Liability or Personal Liability insurance coverage, including Liquor Liability in the following amount:

\$1,000,000 combined single limits and \$2,000,000 aggregate for Bodily Injury & Property Damage Liability, including Liquor Liability coverage.

Your insurance company or agent must submit a Policy of Insurance, including all exclusions, to the above office at least one week prior to your reservation date certifying your Liability insurance coverage. The Policy shall indicate that liquor liability is covered and the Description section shall state that, "Policy provisions apply to terms of the Agreement for Use on (_____) and includes the interest of the County of Merced, its officers, employees and agents as Additional Insureds as respects liability arising out of the Named Insureds use of (_____), but not out of the sole negligence of said Additional Insureds."

Individual applicants servicing or providing alcoholic beverages at a function such as a wedding or family reunion, and having a Homeowners, Farmowners or Renters insurance policy that includes a Personal Liability insurance section, are usually covered for non-business host liquor liability. Business firms and organizations insured under a Commercial Liability policy and servicing or providing alcoholic beverages are usually covered for business host liquor liability. We suggest contacting your insurance agent immediately to verify coverage and to issue a policy.

Any applicant intending to sell alcoholic beverages at a function or activity, should immediately contact their insurance agent for specific information on coverage, or consider contracting with a caterer who already has the necessary permits, licenses and insurance coverage.

Whether you serve, provide or sell alcoholic beverages, it is your or your group's responsibility to comply with the rules and regulations of the CA Dept. of Alcoholic Beverage Control with regard to obtaining the necessary licenses or permits. Should you have any questions regarding the requirement for a license or permit, you should contact the Alcoholic Beverage Control, 31 E. Channel, Room 168, Stockton, CA 95202 - Telephone (209) 948-7739. Make sure caterers understand their requirements too.

I certify that I have read and reviewed the Liquor Liability Policy for the use of Merced County Park Facilities and Community Recreation Buildings and will comply with these requirements.

Signature

Date

PARK/BUILDING _____ RESERVATION DATE(S) _____

KEEP YELLOW COPY FOR YOUR RECORDS; SEND PINK COPY TO YOUR INSURANCE AGENT WITH A COPY OF YOUR "APPLICATION AND AGREEMENT FOR USE" TO ISSUE A CERTIFICATE OF INSURANCE