

## TF ALCOHOL MANAGEMENT PLAN

### Contacts

On-site contacts for events during which alcohol is served:

**Operations Director:** Grace Piontek 928.606.1106

**Events Producer:** TBD

**Booze Admiral:** Adam Boisclair 573.239.2293

### Details

Drink pours are regulated to 12oz beer (16oz cup), 4oz wine (9oz cup), and alcohol will be supplied pending sponsorship by Broadway Brewery, Schlafley, Public House, and Waves. This will be updated and shared as confirmation occurs.

### Entrance/Exit Staffing & Signage

A diagram of where alcohol will be available is in document TF\_maps2024.pdf. Entrance/exits of alcohol service areas are monitored by staffed stanchions with two staff at each entrance/exit to ensure alcohol does not leave the event. Signage will be posted at all exits stating no open containers of alcohol are permitted beyond that point.

### Bartender Training

We use smartmo.education. This is required of all bartenders in the City of Columbia and we believe it is sufficient for our needs. We require our volunteers who are event coordinators to take the class and provide us with their certificates. Our Event/Bar Staff policy can be found at the end of this document; we require every bartender to read and sign the policy document.

### ID Checking

ID checkers are SMART certified and also attend an in-person ID training with Columbia Police Department prior to the Fest. IDs are checked at multiple venues throughout the Fest and individuals 21 and over are provided a wristband (barrel sliding lock fabric wristband or paper wristband based on quantity available) designating them of age. ID checkers verify age based on state issued identification cards or passports. Locations to obtain a 21+ wristband include:

- True/False Box Office at Sager Reeves Gallery: Wednesday, February 28th through Sunday, March 3.
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- All events during which alcohol is served
  - o Missouri Theatre
    - Jubilee, Thursday, February 29th
    - Reality Bites, Friday, March 1
    - Closing Night Reception, Sunday, March 3
    - Buskers Last Stand (indoors only, not permitted outside of Missouri Theater), Sunday, March 3
  - o 9th street closure: Jubilee, Thursday, February 29th
  - o Orr Street Studio: Filmmaker Fete, Saturday, March 2
  - o Party space (TBD): Saturday, March 2 and Sunday, March 3

- Musicians Lounge (TBD)

**Insurance and Exemption**

Certificate of Insurance Coverage, indicating coverage as outlined in Exhibit E of 2024 Operations Agreement, with the City listed as additional insured. Alcohol will be supplied by Broadway Brewery, TBD, Public House, and Waves. A 501(c)(3) exemption letter can be found at TF\_MO\_Tax-exempt.pdf.

**Event/Bar Staff Policy (Please read carefully and sign and date below)**

All volunteers must be 21 or older to work events and parties serving alcohol at the True/False Film Fest.

As a Event/Booze Team staff member, I agree to the following:

- To review the volunteer handbook (The Little Red Book)
- To possess a current or acquire a new SMART Training certification card and to provide a copy to the Events Director (Johanna Cox) or Booze Admiral (Mark Alexiou)
- To attend any required training session(s).
- To arrive on time to my scheduled shifts.
- To satisfactorily complete my scheduled shifts.
- To NOT show up for my shift under the influence of alcohol or drugs
- To NOT bring any friends to bartend, work, or attend events/parties without permission from the Booze Admiral
- To be a good ambassador for the festival and to assist festival patrons and treat them with respect and courtesy at all times
- To be vigilant about checking IDs, and to never, under any circumstances, serve anyone under the age of 21.
- To never serve alcohol to anyone who appears to be intoxicated or impaired.

Reminder: YOU can be held personally and legally responsibly, in addition to the Fest, for serving anyone under 21 or anyone who is already intoxicated.

I understand if I fail to meet any of the above requirements it may result in the termination of my employment and the forfeiture of any festival perks to which I may be eligible.

As a bar staffer with assigned shifts, I agree to notify the Booze Admiral (or volunteer coordinator) no later than two Mondays prior to the festival weekend if I am unable to participate or attend scheduled events.

I understand that neither True/False Film Festival nor any of its officers, employees, or volunteers shall be held liable for any claims seeking damages for personal injury or property damage that may arise out of my participation as a volunteer for the festival. I also agree to indemnify the True/False Film Fest, its officers, employees, volunteers, and the City of Columbia harmless on account of any such claims.

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Name)

\_\_\_\_\_ Date