
Request to Serve Alcoholic Beverages Form

Date of Request: _____

Individual/Department Submitting Request: _____

Campus Address: _____ Extension: _____

Date of Event: _____ Beginning/End Time: _____

Location of Event: _____

Brief Description of Event: _____]

Expected to Attend: _____ # of Students Expected to Attend: _____

I certify that this event complies with UML Alcoholic Beverages Policy and that the responsibilities for compliance remain with the individual or group sponsoring the event.

Event Sponsor

Date

Approval:

Chancellor or Designee

Date

Form should be sent to the Office of the Chancellor for Approval. Approved form must be sent to events@uml.edu. For more information, call Special Events office at 978-934-3888.