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| ***TEMPLATE –******Contract/Agreement initiated by a Student Organization for an event involving alcohol (Third Party responsible for serving alcohol)****Instructions:**Please fill in any highlighted section with the appropriate answer and then DELETE the highlight over the section. For example,* **[STUDENT ORGANIZATION,] 🡪 Reveille Fan Club**. *You will repeat this process for all the other sections that are below. You may edit this template however you see fit for your organization and the establishment/facility. Please refer to the Contract Checklist to ensure you have all the necessary sections for basic protection**Please note any GREEN highlighted sections are instructions to help guide you in an event that you need them. Once you have the appropriate answer, DELETE the highlighted section.* *Once this is completed, DELETE the instruction box before turning in your final copy.*  |

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**Contract**

**[THIRD PARTY NAME/FACILITY]**

**And**

**[STUDENT ORGANIZATION,]**

**A recognized student organization at Texas A&M University**

This agreement, when signed by the parties, constitutes a contract by and between [THIRD PARTY NAME] (hereinafter referred to as “THIRD PARTY”) and [STUDENT ORGANIZATION] (hereinafter referred to as “ORGANIZATION”), a recognized student organization at Texas A&M University, for the services of THIRD PARTY and ORGANIZATION dated DATE.

1. ORGANIZATION contracts the services of THIRD PARTY for the engagement as outlined herein:

 Event:

 Date:

 Time:

 Location: Name

Address

Address

1. ORGANIZATION agrees to pay THIRD PARTY $AMOUNT for the fulfillment of the services outlined in this agreement.
	1. Payment is to be made by ORGANIZATION check to THIRD PARTY on the night of the event at the conclusion of the event. THIRD PARTY must fulfill the terms of this agreement before payment will be issued.
	2. This amount represents the total sum payable by ORGANIZATION for services hereunder and any other expenses incidental to this agreement will be the sole responsibility of THIRD PARTY, unless otherwise specified in this contract.
	3. Only ORGANIZATION participants and necessary employees of THIRD PARTY will be allowed into the establishment during the event.

1. THIRD PARTY agrees to provide:
	1. Number (#) door staff to perform ID checks to ensure guests have been invited by ORGANIZATION and to provide wristbands for guests who are 21 years of age or older;
	2. Number (#) bar staff to serve both alcoholic and non-alcoholic beverages to approximately ### guests, and to verify that alcoholic beverages are not served to individuals under the legal drinking age;
	3. Alcohol for ORGANIZATION guests who are 21 years of age or older will be limited to beer and wine, as well as non-alcoholic beverages;
	4. Only a cash bar to ORGANIZATION guests.
2. THIRD PARTY will not serve shots of hard alcohol to ORGANIZATION members or guests, nor host any drink specials during the event.
3. It is understood that THIRD PARTY staff have been trained and certified as appropriate to the roles and responsibilities of the position they hold.
4. Under no circumstances will THIRD PARTY staff serve alcohol to patrons who appear to be intoxicated.
5. THIRD PARTY will assume all responsibility for determining proof of legal age of all patrons. It is expressly understood that this event is held under the auspices of THIRD PARTY’s alcoholic beverage license and that ORGANIZATION assumes no liability for the enforcement or adherence to license requirements or applicable statutes.
6. Both THIRD PARTY and ORGANIZATION understand that Texas A&M University and ORGANIZATION shall assume no liability for personal injury or property damage to any person or property resulting from the terms of this contract nor for any liability or action arising from personal injury or property damage proximately caused by the negligent act of omission of THIRD PARTY or THIRD PARTY employees, agents, or representatives.
7. THIRD PARTY shall hold harmless ORGANIZATION, its agents, employees, and representatives from any liability or action arising from personal injury or property damage caused by the negligent act of omission or commission of the THIRD PARTY or THIRD PARTY employees, agents, or representatives.
8. In signing this contract, ORGANIZATION does so as purchaser of the services and not as employer, producer or operator. This agreement shall not establish an employer/employee relationship, partnership, or other form of relationship.
9. ORGANIZATION will not be responsible for reporting or paying employment taxes or other similar levies which may be required by the U.S. Internal Revenue Service or other similar State/Federal agencies.
10. THIRD PARTY hereby warrants that THIRD PARTY is covered by insurance at a minimum of $1,000,000.00 general liability and of $10,000.00 accident and medical to cover any claim(s) arising from or as a result of the use of the facility and services in conjunction with the activity.
11. THIRD PARTY shall be solely responsible for compliance with any fees, rules, regulations, or responsibilities required by any organization of which THIRD PARTY is a member or may be contractually bound, and ORGANIZATION shall have no liability, duty, or obligation thereto.
12. Neither party is required to perform any term, condition, or covenant of this contract if performance is prevented or delayed by a natural occurrence, a fire, an act of God, an act of terrorism, or other similar occurrence, the cause of which is not reasonably within the control of such party and which by due diligence it is unable to prevent or overcome. In the event that the engagement of THIRD PARTY /ORGANIZATION should be cancelled for any of these reasons, all parties will be relieved of all responsibilities pursuant to the contract and the contract will be of no further force or effect. Should such cancellation become necessary, initial notification by the canceling party will be by telephone followed immediately by a fax copy of the circumstances resulting in the cancellation, with original documentation of circumstances provided to the non-canceling party within forty-eight (48) hours of the initial notice of cancellation.
13. If a breach by THIRD PARTY of any provision of this Agreement for any reason other than a force majeure as set out in Item #13 (update based on whether numbers have changed due to additions or deletions) above results in the agreed engagement not occurring, THIRD PARTY agrees to reimburse ORGANIZATION for any and all documented out-of-pocket expenses related to the engagement. Payment will be due in full sixty (60) days from the contracted engagement date.
14. As a recognized ORGANIZATION at Texas A&M University, ORGANIZATION may enter into this agreement on behalf of its leadership and membership. ORGANIZATION is not authorized to commit Texas A&M University to any part of any agreement except as is consistent with university rules and regulations. Further, nothing contained in this Agreement shall require ORGANIZATION to violate University Regulations, or any state or federal laws or regulations.
15. This agreement is subject to all applicable federal, state, and local laws including health and safety codes, alcoholic beverage laws, disability laws, and the like. ORGANIZATION and THIRD PARTY agree to cooperate with each other to ensure compliance with such laws.
16. This Agreement contains the entire understanding of the parties and shall be amended or modified on in writing by THIRD PARTY and ORGANIZATION on its behalf. It is performable in Brazos County, Texas, and shall be construed, interpreted and governed pursuant to the laws of the state of Texas.

Signatories warrant that they are duly authorized representatives of the parties to this contract.

ACCEPTED AND AGREED:

FOR: [STUDENT ORGANIZATION] FOR: [THIRD PARTY NAME]

 A Recognized Student Organization ADDRESS: Address

 Texas A&M University Address

 Address

 Address

 F.E.I.N (if applicable).:

 Federal Employment Identification Number

BY: BY:

 Chief Student Leader, [STUDENT ORGANIZATION]

DATE: DATE:

REVIEWED BY:

 Advisor, [STUDENT ORGANIZATION]

DATE: