

## **FAQ's ABOUT ALCOHOL PERMITS**



### **There are two types of permits.**

1. Ramapo Alcohol Permit (Internal)
2. ABC Permit: Special Permit for Social Affairs (External)

### **When do I need a Ramapo Alcohol permit?**

Whenever you are serving alcohol on campus and there is NO money changing hands at or before the event.

### **When do I need an ABC permit?**

When there is a cash bar or money is changing hands?

### **What if the alcohol is free but participants pay an admission fee?**

That would still be considered an exchange of money and require an ABC permit.

### **What if the tickets are prepaid and no money is given at the door?**

That would still be considered an exchange of money and require an ABC permit.

### **Where do I go to get an internal alcohol permit?**

1. Go to [www.ramapo.edu/conferences](http://www.ramapo.edu/conferences) and look under forms/policies for faculty/staff/student or click on <https://www.ramapo.edu/conferences/files/2023/03/Alcohol-Permit-Application-Form-revised-3-2023.pdf>
2. Email the application to [volshefs@ramapo.edu](mailto:volshefs@ramapo.edu).
3. Within 72 hours, a permit will be e-mailed to you, Public Safety and Dining Services.
4. *Please print the permit and display it at your event.*

### **Where do I go to get an ABC alcohol permit?**

New Jersey Division of Alcoholic Beverage Control

For the Special Permit for Social Affairs application, click on

[http://www.nj.gov/oag/abc/downloads/social\\_affair\\_permit.pdf](http://www.nj.gov/oag/abc/downloads/social_affair_permit.pdf)

### **Where can I find more information in writing?**

To read the *ABC Handbook*, click on <http://www.nj.gov/oag/abc/abc-hb-eng-esp.html>.

### **For information about the Ramapo Alcohol Policy**

On the [www.ramapo.edu/conferences](http://www.ramapo.edu/conferences) under Forms/Policies, you can find the Campus Alcohol Policy.

Letter B and C under section Alcoholic Beverages at Campus Events explain the criteria for a College Alcohol Permit and ABC permit they read, “If alcohol is to be served and no money is to change hands, only a College Alcohol Permit is required.” “If alcohol is to be sold, or where any transfer of money takes place, the sponsor of the event must secure a Special Permit for Social Affairs from the New Jersey Division of Alcoholic Beverage Control and a Ramapo College Alcohol Permit.”