



The Lakeshore Nature Preserve

University of Wisconsin - Madison
Division of Facilities Planning & Management
21 N. Park St., Suite 6101
Madison, WI 53715

UW-Madison Alcohol Beverage Service Permit

Alcohol is not allowed in the Lakeshore Nature Preserve with the exception of university sponsored events with an approved permit. A responsible UW employee must complete Responsible Employee Training at least 24 hours before completing an Alcohol Beverage Service Permit Application. Permit applications must be received at least 21 days in advance of the planned event.

To complete an application, go to the [UW Alcohol Beverage Permits](#) webpage.

IMPORTANT: Use the information below to complete an Alcohol Beverage Service Permit Application for a Lakeshore Nature Preserve event.

- Select: On-campus Location
- Next to Building, type in: “Lakeshore Nature Preserve”
- Next to Room, type in: “fire circle” plus the number of the fire circle you have reserved (for fire circle reservations contact [Campus Event Services](#))
- Under Name Authorized University Official Approving Permit, type in: “Margaret Tennessen” (Deputy Associate Vice Chancellor for Facilities Planning & Management)
- Under Email Address of Authorized Official Approving Permit, type in: “margaret.tennessen@wisc.edu”



Facilities Planning & Management
UNIVERSITY OF WISCONSIN-MADISON