



## Client / Bar Service Policy and Agreement

- All bar staff must be licensed by Washington State with a Class 12 permit and **the original license available at all times**, during the event. Bar staff will be sent away and the bar closed if a licensed bar staff member with their original license isn't present at all times during the event.
- The Bartender will be responsible to secure all remaining alcohol in the vehicle that will be transported from the premises.
- Commercial liability insurance in the amount of \$1,000,000 needs to be in place and Mountain View Manor is provided with a COI "certificate of insurance" at the final review, one month before the event.
- All deliveries and setups may only occur during the time the client has rented the facility for the event.
- ALL trash must be removed from the bar area and placed in the designated area for trash collection.
- Shots of alcohol are not permitted at any time during the rental period. If staff witness this occurring, it will be grounds for immediate forfeiting of the full damage deposit.***
- Any alcohol removed from the suites will not be released back to the bridal party until the conclusion of the event.
- No dumping of any kind except for ice or water in **proper drains and not on grass**.
- Extension cords must be provided by bar service if needed.
- Kitchen areas in Bridal Suites, Grooms Quarters, or Caretakers Home are off-limits for use.**
- The last call will be no later than 8:30 PM and all serving of alcohol ending at 8:45 PM.**
- The bar must be staffed with licensed staff at all times during the event. If the bar is left unattended for any period of time it will be shut down for the remainder of the event.
- Consumption of alcohol or cannabis by Bartending staff is strictly prohibited during the duration of the rental agreement, with no exceptions!
- It is strictly prohibited for the bar service representative to leave the grounds prior to checking in and receiving clearance from the Coordinator and Mountain View Manor Manager on duty. Failure to check in with both parties prior to departure will result in the client not receiving any portion of their damage deposit.

\_\_\_\_\_  
Bar Staff Signature

\_\_\_\_\_  
Bar Staff - Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client Name

\_\_\_\_\_  
Date of Event

Client Initial: \_\_\_\_\_

Wedding Coordinator Initial: \_\_\_\_\_

MVM Initial \_\_\_\_\_

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