

Catering/ Bartending Event Policies

- All Caterers must be full service and have a valid catering license and a certificate of liability insurance on file with Cedarmont Farm management prior to the event. This certificate must name Cedarmont Farm as an additional insured.
- If Caterers have not worked at the property before, Cedarmont Farm requires a walk-through be conducted prior to the event date. It is the caterer's responsibility to ensure this has occurred.
- Due to the property's driveways and layout, **caterers must load in no less than an hour before the event start time** (for weddings this is the Ceremony time) **The speed limit for the property is 10MPH.**
- Caterers will be provided the use of the Event Barn's prep kitchen, which is designed primarily for final food presentation, plating and bussing. This kitchen will be provided in a clean condition, and you are required to return it to the same clean condition at the conclusion of the event.
- Caterers are responsible for serving, cleaning tables, cleaning the kitchen and disposing of all trash. You must provide sufficient staffing on site for the event.
- Caterers must supply their own trash bags and all **trash must be removed by the caterer and taken to the facility's designated dumpster, which is located inside the red barn next to vendor parking.** We have four (23 gallon) trash cans around the venue and large trash and recycling bins (55 gallon) in the prep kitchen.
- At the end of the night, caterers must sweep & mop the kitchen. A final walk through with the Cedarmont Farm staff at the end of the event is mandatory for all caterers.
- Alcohol may only be served by properly licensed entities such as caterers, bartenders and bartending services. These vendors must provide a copy of their certificate of liability with liquor liability insurance to Cedarmont Farm prior to the event. Cedarmont Farm must be named as an additional insured. Cash bars are not allowed. The bar may be open for a maximum of five hours and must close 30 minutes before the end of the event.
- Bartenders are responsible for bringing trash bags (23 & 55 gal) cleaning up barware and taking care of bar trash. **Trash must be disposed of in the facility's designated dumpster, which is located inside the red barn next to vendor parking.**
- Ice must be disposed of in ice disposal area beneath hose outside of the prep kitchen. No ice is to be dumped on the grass, plants, etc.
- **There is no smoking on the event property.**

Caterer/ Bar Service

Signature _____ Date _____