



EVENT NAME: _____

BAR RULES CHECKLIST

1. Bar can only be open for a maximum time of 5 hours.
2. Bar must close an hour before event end time.
3. We have a strict no shot policy at the Monarch. No shots will be allowed at any time.
4. Bartender must be The Monarch staff or a bartender from The Monarch's Preferred Vendors List.
5. Client must agree to pay for security.
6. Client is required to pass on all bar information & rules to guests.
7. Contracted client is responsible for the purchase of alcohol to be served and ONLY the contracted client will be allowed to give the bartender the alcohol for the event prior to the event start.
8. Once bar is closed, alcohol must be secured and locked in back room by bartender.
9. Guests will be given one warning if seen with alcohol before bar opens or after bar closes. The alcohol will be taken and secured with the other alcohol. If guest continues, they will be asked to leave the premises.
10. A professional bartender has the right to assess a guests level of intoxication and disallow service to that guest at any time. If a guest becomes agitated or overly intoxicated, they may be asked to leave the premises by the bartender, staff or security. If the guest does not comply with the request to leave, the police may be called to escort them out.
11. Once event is over, the Event Lead (The Monarch staff member) will give the contracted client all remaining alcohol

SIGNATURE: _____ DATE: _____