

COLUMBIA GORGE DISCOVERY CENTER & MUSEUM

5000 Discovery Drive, The Dalles OR 97058 • www.gorgediscovery.org • 541-296-8600

Event Coordinator: 541-296-8600, ext. 202 • events@gorgediscovery.org



BASALT ROCK CAFÉ & CATERING

bar service agreement

LICENSURE

Columbia Gorge Discovery Center & Museum holds a limited on-premises from OLCC which allows us to serve beer and wine. A onetime fee of \$75.00 will be charged to groups desiring hard liquor service. This will allow the Discovery Center to apply for a Temporary Sales License from OLCC for the date of your event. Service of hard liquor is dependent on the approval of this application and is applied for by the Columbia Gorge Discovery Center & Museum.

All of the servers on staff at the Columbia Gorge Discovery Center & Museum maintain OLCC service permits and have been trained to abide by Oregon State Laws.

TYPES OF BAR SERVICE

Hosted Bar: As the host of the bar, you incur fees for alcohol consumed at the event.

No-Host Bar: There is no host for alcohol consumption, individuals pay for their own beverages.

Budget Bar: A budgeted amount of money is decided by the host. The bar will be hosted until that amount is spent. At which time, the cash register will be opened, bar service continues and individuals will purchase their own drinks.

Custom Selections: If you have a preference to serve a specific wine, beer (including kegs) or specialty drink, we will be happy to provide you with pricing from our distributors.

OUTSIDE CATERING/BAR SERVICE

In addition to OLCC standards and in response to insurance, liability and safety issues, we only allow licensed and insured caterers or wineries to serve alcohol on our premises. If you choose to have your caterer supply your bar or you hire a winery to serve, the following documents must be received by the Event Coordinator at least one week prior to your event:

1. Copy of current OLCC off-site service permit from the caterer/winery who will be serving alcohol.
2. Copies of current service permits for all staff who will be pouring/serving alcohol for your event.
3. Confirmation of liability insurance held by caterer/winery as Primary Insured for the event.

PRICING

If you wish to use outside catering that does not provide bar service, the Discovery Center can provide professional, licensed servers to bartend for your event. The fee is \$25/ hour per bartender for beer and wine only, and \$35/hour per bartender for a full bar, both include set-up and clean-up. This is in addition to the predetermined cost for your bar selection.

RESTRICTIONS

Under NO circumstances shall a renter bring in any alcohol and/or distilled spirits prior to or during the event that is outside of this agreement. Any such alcohol will be confiscated by the management on duty.

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SET UP DETAILS:

SELECTIONS & PRICING:

STAFFING & RATES:

I agree to the terms and conditions outlined above. By signing this agreement we have entered into a contract. Licensee will be responsible for all costs incurred above if not cancelled within 30 days of event.

Licensee: _____

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

GCDC Staff: _____

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