



# the Mane Pour Mobile Bar, LLC

## Policies and Procedures

[themanepour.ok@gmail.com](mailto:themanepour.ok@gmail.com)

1. The Main Pour Mobile Bar (TMP) will arrive up to 2 hours before the wedding/event begins to set up. (chosen package will determine time needed) Oklahoma law does not permit mobile bars and bartending services to purchase or transport alcohol. The client is responsible for purchasing the alcohol and getting it to the venue. Alcohol should be chilled, and ready to be served. \*TMP will provide an alcohol purchase/prep guide for your convenience.
2. Client is responsible to make sure the trailer and truck can safely be driven in and out of their desired location. The truck and trailer have a combined length of 24 ft. and 8 ft. width/height. There must be adequate space free from branches and other debris that could scratch/harm the truck/trailer. A secure parking spot for TMP vehicles should be made available next to the venue access point. This ensures us to manage the availability of additional stock and to facilitate easy unloading/loading.

The ground needs to be level/flat for the mobile bar setup and the bar needs to be within 75 ft of a standard electric outlet. If no power supply is available, a generator will need to be provided by the Client. If your desired location is not on concrete/asphalt/level ground, it must be approved by TMP prior to the event.

Client will need to contact the venue to confirm their rules on drive-up mobile bars. Client is to make sure TMP can access the venue to set up before the event starts. At the end of the event Client must organize sufficient access from the venue on TMP's behalf to properly vacate the venue. Area is to be free of tables, chairs etc. blocking the trailer/truck. (This should be planned out before the day of the event.)

3. Any additional insurance of any kind required by the chosen venue is the responsibility of the Client. TMP provides General and Liquor Liability Insurance.
4. When TMP arrives, we will take possession of the alcohol for the evening. TMP will be responsible for serving all alcohol for the event. No guests will be allowed to serve themselves alcoholic beverages throughout the duration of the event. If outside alcohol becomes a problem, TMP reserves the right to "shut down" bartending services early.

5. TMP will close the bar at the agreed upon time and pack up all remaining alcohol and beverages. TMP will help secure the alcohol in a designated vehicle or location before leaving the event.
6. TMP cares about the safety of those they serve. Alcohol will not be served to underage guests, this includes bride, groom, and wedding party. Bartenders will require appropriate ID from anyone who looks underage. (following Oklahoma's safe-serve practices, we will ID anyone who looks under the age of 30) TMP will not serve shots.
7. TMP wants your evening to be memorable and safe. We reserve the right to refuse service to anyone. Bartenders will use their discretion to cease serving guests who are drinking too aggressively, those that are visibly intoxicated, those who are behaving inappropriately, or those who pose a danger to themselves or others.
8. TMP will provide bartending services for the agreed upon quoted hours in your contract. Quoted time is based on event start time to the agreed upon end time.
9. No refunds will be given due to weather-related conditions. If rain or other weather conditions make serving from the mobile bar unsafe or impractical for guests and bartenders, we will work with you to move the bar service inside. If there is no inside option, the bar will be closed.
- 10 A \*non-refundable deposit of \$300 is required to save your selected date and will be applied to your balance. Total balance is due 30 days before your event.

*\*If your event is postponed due to extenuating circumstances, TMP will work with you to reschedule. Extenuating circumstances are situations or events that are unforeseen and outside of your control. (i.e., medical issues or death of a family member). If TMP is unavailable for the date you reschedule, we will gladly refund your deposit.*

- 11 TMP bartenders will place a tip jar on the bar top serving area. If you would prefer for your bar not to have a tip jar, you can purchase the tip jar for \$250. It will be added to your quoted balance.