



CATERING REQUIREMENTS

1. The permit holder must select one licensed and insured full-service caterer of their choice.
 - a. *Your caterer must fill out a Catering Form, provide us with their Catering license, and a certificate of insurance (including liquor liability) before we will approve them to work at Belmont.*
 - b. *The insured must be under the name of the caterer that is named on the license. If they do not have the necessary paperwork and licenses they cannot work at Belmont.*
 - c. *It is up to the renter to make sure that the proper documentation has been submitted and approved in order for the caterer to work at Belmont.*
2. All food and alcohol must be served by one licensed caterer – no exceptions.
 - a. *Family catered events are not permitted.*
 - b. *Caterers must employ their own staff and may not hire out or contract servers, bartenders, etc.*
 - c. *All food and drink must be prepared & served by one licensed catering company who carries the liability and insurance to do this.*
 - d. *The caterer or representative must attend a scheduled caterer meeting with the staff and renter at least 45 days prior to the event.*
 - e. *A list of licensed and insured caterers that have previously worked at the site can be provided upon request. Please note that the list of caterers is not an endorsement or referral.*