



## **PAYMENT GUIDELINES**

- A \$100 non-refundable Booking Deposit is required to secure a date. This will however be credited to the final invoice balance.
- We require a 50% payment due two weeks before event date.
- Final headcount and payment is due 72 hours before event date.
- We accept mailed checks (Bars on Wheels, PO Box 8187, Cincinnati, OH 45208) or we can invoice via PayPal.

## **EVENT POLICIES**

- Last Call Announcements will be at the sole discretion of Bars on Wheels staff.
- Pitcher Service and large-format alcoholic beverages are not permitted.
- All guests partaking of alcoholic beverages must be a minimum of 21 years of age and provide proper identification upon request.
- It is as the sole discretion of Bars on Wheels to discontinue service to any person, or the entire event at any time, if we feel it is necessary to protect the patrons, the property owners, or our employees and company. No retributions will be allocated in such instances.
- Alcohol is not to be brought outside of the property/banquet facility for consumption during the event without first obtaining permission from the property owners and/or Bars on Wheels. If the hosts' alcohol is used in conjunction with or in lieu of any of Bars on Wheels beverage packages, it must be served and controlled by Bars on Wheels.

\*Note: Bars on Wheels is fully insured. Our bartenders undergo alcohol seller/server training as required by state law. We reserve the right to refuse service. We do not serve to anyone under 21 or guests who are intoxicated. Our policies are for the general safety of patrons, our catering partners, the property owners, our staff and company.

Please call (513) 825-7555 for more detailed information regarding our policies and standard practices, alcohol seller/server training, liquor liability, requests for proof of insurance coverage, or to discuss any other concerns you may have pertaining to your event needs.

Thank you and we look forward to working with you!