

IF YOUR EVENT INCLUDES SERVING ALCOHOLIC BEVERAGES

The information given below is provided as a courtesy to you, the renter. All arrangements are strictly between you, the renter, and the bar service establishment. The Salyards Center for the Arts takes no responsibility in making arrangements for alcoholic beverages at your event.

Steps needed to ensure alcohol bar service at your public event.

1. You must make arrangements with a state-licensed owner who has an off-premise NH State Liquor License to serve alcoholic beverages at your event. These special event requests are time-sensitive through the State of NH Liquor Commission.
2. You must send a copy of your signed contract with the Salyards Center of the Arts along with your request in writing to the licensed alcohol services owner at least 3 weeks in advance of the event. The bartender will then notify the NH State Liquor commission of this event, at least 15 days prior.
3. The fee involved with the bar service is a separate arrangement between you, the renter of the Salyards Center of the Arts and the person possessing the off-premise NH State Liquor License.
4. Certificate of Insurance must be received by Salyards from NH State liquor license holder (bar tender) 10-days prior to event.

This information sheet is a guideline only and may require additional steps to satisfy State mandates.