

## **CATERER'S RESPONSIBILITIES**

### **PRIOR TO EVENT:**

- Register with the Hamlet Historic Depot Board
- Provide the Depot Board with Certificate of \$1,000,000 aggregate liability insurance for each event
- Provide copy of Richmond County Health Department Permit

### **ALCOHOLIC BEVERAGES**

- Alcoholic beverages may be served by an appropriately licensed and insured caterer
- Only beer and non-fortified wine will be allowed. Hard spirits or cash bars are strictly prohibited
- Brown bagging is prohibited
- No alcohol will be served to any person under 21 years of age

### **OPEN FLAMES**

- No open flames except sterno type canned heat are permitted in the building
- Only battery operated or electrically operated candles, warming appliances or devices are permitted.

### **AFTER EVENT:**

- Remove all items from refrigerator and freezer and wipe out
- Remove all items brought into Station
- Wipe down all counters, carts, and racks
- Kitchen floor must be swept and mopped
- Kitchen sinks should be cleaned
- All garbage should be placed in the outside trash containers