



## Vendor Agreement – Caterer/Bartending

Welcome to L&L FARM, LLC! We are thrilled to be working together to create the event of our clients' dreams! Please review the following vendor agreement; sign and date in appropriate spaces and return to L&L FARM, LLC no less than 60 days prior to the event date.

- 1) Any VENDOR of goods and services must maintain a minimum of \$1 million in General Liability Insurance and \$2,000,000 in host liquor liability (for bartending), naming **L&L FARM, LLC and owners, Allison and Charles Parker, as additional insured**. A certificate of insurance must be provided from your insurance company to L&L FARM sixty (60) days prior to the event. Please do not send a copy of your policy and have the insurance co. send via email to **AllisonParker@LandLFarm.com**
- 2) Vendor shall be responsible for any damage or injury caused by it or its employees and shall be responsible for any injuries to its employees. Vendor agrees to indemnify and hold harmless L&L FARM, LLC against any damages, suits or causes of action resulting from the same.
- 3) Vendors will observe a professional code of conduct and perform their duties in a workman-like manner.
- 4) Vendor will make sure all equipment is in good condition and functional the week before the event and bring backup if necessary.
- 5) Vendor will have a backup plan, discussed, approved, and signed by the CLIENT(S) in case you are not able to attend and/or provide food for the event.
- 6) Early arrivals are not permitted. No Vendors, Family, Friends or Guests may have access to the PROPERTY prior to the agreed start time. Early arrivals will result in deductions from the CLIENT(S) security deposit if L&L FARM, LLC and its staff must make schedule and/ or labor adjustments.
- 7) Caterer must provide one staff member per every 50 guests.
- 8) Caterer is responsible for busing all tables (including drinks and dessert trash) plus refilling drinks and/or drink stations.
- 9) Caterer must remove all trash from event barn. Staff will direct you where to place those.
- 10) **Caterer or one staff member must remain on the PROPERTY until the end of the rental period time to fulfill all the above duties. Should excess trash (late night drinks and desserts) be left on tabletops, the client's security deposit will become forfeit.**
- 11) Load-in is permitted through the large sliding doors of the barn.
- 12) Vendor must bring all equipment needed.
- 13) All food must be prepared and fully cooked in a licensed off-site kitchen.
- 14) L&L FARM, LLC assumes no liability for acts or omissions of the caterer.
- 15) L&L FARM, LLC does not provide food service and will not prepare or handle food for the event, and therefore is not liable for any incidents occurring from improperly handled food. All food and desserts must be cooked/baked in a licensed off-site kitchen. Vendors agree to abide by all TN



State Department of Public Health and Safety Rule, laws, and regulations regarding food service. If a vendor without the required licensing and insurance provides service or food for the special event or wedding, The CLIENT(s) and their vendor are liable for any foodborne illness, choking, allergic reaction, or similar incident.

- 16) L&L FARM, LLC and the catering vendor must review and approve all proposed logistical plans for the use of the premises, a minimum of thirty (30) days prior to the event.
- 17) L&L FARM, LLC is not responsible for the providing of the alcoholic beverages for the event: The CLIENT (S) have the option of purchasing it themselves and/or having their licensed caterer or bartender provide it. Cash bars are not allowed due to legal liability. Beer, wine, champagne and signature/mixed drinks are permitted. Shots and alcohol over the rocks are not allowed. A bartender must be present to serve and oversee alcohol consumption. Open bars where guests serve themselves is strictly prohibited. Alcohol may be consumed by guests on the premises, with the exception of the parking lot or in vehicles. Alcohol service to minors is strictly prohibited. Alcohol service must stop no later than five (5) hours after the event start time or 30 minutes before final exit, whichever is earlier. At any time, if L&L FARM, LLC staff deems alcohol consumption to be excessive, the staff has the authority to close down all alcohol service and/ or evict inebriated guests from the PROPERTY. A security officer is required at events in which alcohol is served. L&L FARM, LLC will make arrangements for security, and the CLIENT(S) will reimburse L&L FARM, LLC for costs.
- 18) If the CLIENT (S) feel that any VENDOR should receive tips, arrangements should be made privately between the CLIENT (S) and the VENDOR.
- 19) Vendors are not permitted to drop off food or equipment before the event rental period.
  - a) Vendor is responsible for the setup of all food/ beverages and the removal of all food/ beverages and trash at the end of the event.
  - b) Any items left behind will be deemed unwanted and disposed of.
  - c) Vendor will hire the appropriate number of staff to perform their agreed upon duties.
  - d) If you need assistance, please ask L&L FARM Staff.
- 20) Vendor will be held responsible for damages that occur because of failure to follow our house rules:
  - a) Vendors are not allowed to stand on any chairs, tables, or other furniture/objects.
  - b) Vendors are not allowed to move any of the furniture or décor, unless approved.
  - c) No drinking of alcohol, or drugs, firearms, or any other weapons allowed on the premises from vendors.
  - d) Please show respect to the CLIENT (S), their family, invitees, other vendors, and the staff of L&L FARM, LLC.
- 21) Cleaning and Maintenance: We expect that you will leave the PROPERTY as you found it and coordinate with your staff how spills and maintenance of the venue is handled prior to the event. Please report all spills or breakage to L&L FARM, LLC and its staff immediately so that proper clean-up measures can be taken. In the event that the facilities are left so that additional cleaning services are required by L&L FARM, LLC and its staff, the CLIENT'(S) damage deposit or portion of may become forfeit.



L&L FARM, LLC, as well as your business, have one goal in mind; to make and keep our clients happy. We appreciate your cooperation in achieving this goal and ask for open communication prior to and throughout event.

We agree to the terms and conditions as set out above.

Business Name: \_\_\_\_\_ Services: \_\_\_\_\_

Email: \_\_\_\_\_ Phone \_\_\_\_\_

Vendor's Name (print):

\_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Representative of L&L FARM, LLC Venue:

By: \_\_\_\_\_ Date: \_\_\_\_\_