



# Bar Service

If you are planning to serve alcohol at your event, you must utilize Eastern Washington University Dining & Catering Services for the alcohol service. You must review the EWU alcohol policy and submit an [Alcohol Request Form](#) for approval to serve alcohol at your event 14 days in advance of the event.

The client may choose to secure all alcohol themselves or ask the Event Planning representative for suggested pairings. EWU Dining & Catering is able to purchase alcohol at the request of the client.

**Bar Service \$145.** This includes one bartender for two hours of service, handling fee, banquet permit, bar linens, equipment, ice, condiments, setup, and cleanup. In addition we charge \$1.50 per guest to provide compostable cups, and cocktail napkins, glassware is \$3.00 per guest. For any time after two hours, there will be an additional charge of \$25 per hour. One bartender is required per 100 guests. If you would like to add an additional bartender for your event, we are able to accommodate your request. Our bartenders are \$25 per hour.

**Client Provided Alcohol.** If alcohol is purchased independently, all beer and wine must be delivered to the catering office the day before your event so we can successfully set up your bar. Unused alcohol will be available for pick-up the next business day after the event. Any alcohol left for over 7 days will be disposed of.

**Alcohol service must ALWAYS be accompanied by appropriate food service**

## [Catering Menu Beverage Selection](#)

University Police and Catering Services reserve the right to terminate liquor service at any function. The Washington State Liquor Control Board requires liquor to be served only to person's 21 years of age or older. For additional facts about banquet permits: <https://lcb.wa.gov/licensing/banquet-permits>