



### Outside Caterer Requirements:

Point Events, LLC is licensed by The State of Kansas' Department of Agriculture as a licensed Food Establishment. This authority allows the Venue to fully operate as a Food Establishment, exactly like a restaurant. The Venue is inspected and graded by the state. For these reasons, we have a few Outside Catering Policies that must be followed should you choose to use our opening catering policy by using any State of Kansas Licensed Caterer. While we do have an open catering policy, the venue would be happy to quote you the many options we have on our menu. We prepare and serve our foods fresh, in our fully equipped and State of Kansas licensed on-site kitchen.

### The Client has agreed to the following Venue Outside Catering Policies:

- To use a State of Kansas Licensed Catering company ONLY.
- To notify the venue who will be responsible for catering, which Licensed Caterer company.
- The use of large amounts of ice will be prohibited as ice is used by the venue bar services.
- The client has also agreed to everything the outside catering company must agree to.

### The Outside Catering Company must agree to:

- Catering company must execute an Outside Catering Agreement with the venue
- Catering company must pay a \$300 cash deposit on the day of the event.
  - Cash deposit will be refunded, that night, as per the Outside Catering Agreement.
- Drop-off or Pick-up catering is not allowed.
- The use of large amounts of ice will be prohibited as ice is used by the venue bar services.
- The Venue's commercial refrigerators, freezers and ovens are NOT allowed to be used.
- ONLY one commercial kitchen warmer will be available to keep food hot.
- ONLY one household-sized refrigerator will be available to keep food cold.
- Catering company will be responsible to supply ALL equipment needed.
- Catering company will be responsible for busing tables and trash removal.
- Catering company will be responsible for cleaning the kitchen and all trash removed.
- Catering company MUST provide a means of keeping all foods at required serving temps.
- Catering company must execute an Outside Catering Agreement with the venue

We hope this information is helpful. Please feel free to call if you have any questions. We would also be happy to schedule a tour anytime. The Outside Caterer Agreement can be found, in the footer, of our website located at: [www.ThePointEventsCenter.com](http://www.ThePointEventsCenter.com)

**Thank you,**

**The Point Events Center**

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