



License & Insurance Requirements

Day of Liability Insurance

A day of insurance policy is required of all Clients and is due no later than thirty (30) days prior to your event. The Insurance must, at Clients' sole expense, provide and maintain public liability and personal property damage insurance, insuring Liljebeck Farms, the Liljebeck Family, its staff, contractors and contracted vendors against all bodily injury, property damage, personal injury and other loss arising from the Clients' use and occupancy of the premises, including appurtenances to the premises. The insurance required hereunder shall have a single limit liability of not less than \$2 million. Liljebeck Farms and the Facilities Owners Todd and Tami Liljebeck shall be named as an additional insured of said policy. This policy must be obtained by going through our contact David Barron at david@isginsure.com (<mailto:davidj@insurance-mgig.com>) David is a local insurance broker and knows exactly what we need.

Catering, Vending & all other vendors

All caterers and/or outside vendors and/or companies providing service to Client at Liljebeck Farms Facilities MUST provide a copy of their business license and a certificate of insurance naming Liljebeck Farms as additional insured. The Certificate of insurance must be provided and uploaded to your planning sheet at least thirty (30) days prior to your event date.

Bartender/Alcohol Service

Client is responsible and required to provide an Offsite Banquet Permit for alcohol as required by the state of Washington, thirty (30) days prior to your event. As per Washington State Law, the Banquet Permit must be signed and posted at the bar if any alcohol is to be served at your event.

A Banquet permit can be obtained online at <https://lcb.wa.gov/licensing/online-banquet-permit>
(<https://lcb.wa.gov/licensing/online-banquet-permit>)

Client is limited to the following options for bartending service:

1. Hire our preferred bartender **"Party on the Rocks"** <https://partyontherocks>
2. Your bartender may be provided by one of our full service preferred caterers.
3. Your bartender may be provided by your catering company-bartender/s must be a W-2 employee/s of the catering company; contracted labor is prohibited. ~~This option restricts hard alcohol service to two pre-mixed signature drinks~~