

Bliss
EVENT VENUE

BLISS HOUSE RULES



Bliss Event Venue House Rules

The following is a list of rules and regulations to be upheld by the "CLIENT".

This includes all **EVENT/WEDDING PLANNERS** and **VENDORS** who are involved in the planning and execution of events on the premises of the venue.

The CLIENT must designate an on-site representative who will be in contact with the Bliss Event Venue as needed.

First and Foremost

- Our neighbors and neighborhood are very important to Bliss Event Venue. Please have the utmost respect when visiting the venue at all times.
- No illegal substances are permitted on the property.
- All alcohol must remain on Bliss Event Venue premises at all times.

Children

- Children are not permitted to wander the grounds unsupervised by an adult.

Vendors

- All vendors must be licensed and insured.
- All equipment and rentals must be removed immediately following the event's conclusion unless the venue manager has approved other arrangements. All catering food, supplies, equipment, and waste must be loaded out immediately at the end of the event.
- Setup time must be arranged and approved by the venue manager.

Event Services

- You are required to have a professional event planner or day of coordinator. *Please note we expect this individual to be an industry professional, and cannot be a family member, guest or attendee.
- Your planner/coordinator will be required to be on site at Bliss Event Venue from first vendor load-in through last vendor loadout, making sure to facilitate timelines, answer vendor questions and instruct them on Bliss policies. An experienced individual in this position is of the utmost importance as it ensures your event runs smoothly.

Kitchen Guidelines

- The Prep area is to be left completely clean and checked by Bliss before vendor can leave the premises. - All kitchen equipment must be used as intended, safely and properly. - Nothing should lean against the painted walls and doors.
- All items that are brought into Bliss Event Venue must be taken with you upon departure.
- Caterers working in the venue must provide their bags to discard for waste. The venue manager will direct the caterer's staff regarding disposal.
- Trash should be placed in green garage dumpster outside of the venue.

Clean Up

- At the end of each event, the Client shall be responsible for returning the venue space to a broom-clean condition, including the kitchen, the bathroom, and the main entrance. The kitchen counters and tops must be wiped down, and the floor swept, and wet areas mopped before vacating the event space.

Bar

- Clients may bring in their own beverage package (including alcohol).
- Bartending Service must be booked through the venue.
- If the Bliss Event Venue staff deems alcohol consumption excessive, the staff has the authority to close down all alcohol service and/or evict inebriated guests from the premises.
- Alcohol may not be served to minors.

Security

- For privacy and security Bliss Event Venue requires and will arrange a licensed/insured security guard for your event. The cost of security will be added to your event proposal for your review. One armed off duty police officer will be provided as well as our Flow Director who will greet guests upon arrival and usher out at the end of the event. - The Security Guard will start on the clock an hour before guest arrival and will be present until lock up.

Décor

- Placements of table layout must be approved by Bliss Event Venue and client no later than [30 days] before the event.
- The use of tape, wires, tacks, nails, and glue to hang decorations is prohibited. All decorations must be placed and removed without leaving damage. Be kind and leave the property as you found it.
- Candles are allowed. Any wax candle with open flame must be enclosed in a glass container that is at least 2" above the flame. No exceptions, this rule is for the safety of your event.
- Confetti, rice and glitter are NOT allowed indoors or outdoors of the venue for cleaning purposes. *NO EXCEPTIONS. - The site representative has final authority on the safety and usage of all décor.

Sparklers / Fireworks

- Sparklers and fireworks are NOT PERMITTED at Bliss Event Venue.
- Smoking or using vapes of any kind is strictly prohibited in any area of the Bliss Event Venue property, inside.

Audio/Visual

- Any planned visuals must be approved by Bliss Event Venue and installed by an insured vendor. No outdoor amplified music by DJ or band can exceed the downtown noise ordinance (85 DB) and will be monitored by the site representative. All amplified bands and DJs exceeding this ordinance will be required to perform indoors. - The sound level inside and out will be monitored by the site representative. –
- Recorded music (DJ, iPod, iPad, etc.) can be played through Bliss Event Venue house sound system. Other amplification may be necessary for larger events but must be approved by Bliss Event Venue.
- Live entertainment such as Band should bring their own PA/Sound system.

All Events must end by [1:00 am] to comply with the city sound ordinances and to allow for clean-up and closure of the site by [2:00 am].