

YOUR GUIDE TO
A Great Bar



CJ'S OFF THE SQUARE
est | Garden Wedding & Event Venue | 2005

WHAT'S INCLUDED

All event packages at CJ's Off the Square include the following bar staff and supplies. While our bar service meets common requests, we're open to customizing your experience. Speak with your planner for personalized recommendations.



Bar:

- 8' Bar
- Display Shelf
- 2 Licensed Bartenders
- Ice

Beverages:

- Coke, Diet Coke, Sprite
- Sweet and unsweet iced tea
- Coffee



Glasses:

- Rocks glasses for all mixed drinks
- Wine glasses
- Champagne flutes
- Water goblets for water & soft drinks



Mixers:

- Sour mix
- Simple syrup
- Ginger ale
- Tonic
- Club soda
- Grenadine
- Lime juice
- Orange juice
- Cranberry juice
- Angostura bitters

Garnishes:

- Cherries
- Lemons
- Limes
- Oranges
- Olives



Enhancements:

- Tableside wine service
- Beer served in a glass
- Specialty cocktail glasses
- Concierge cocktail consultation

If you are interested in adding one of these services to your event, speak with your planner for details and pricing.

QUANTITY GUIDE

Beer, Wine & Liquor

Based on our experience hosting events, we recommend the following quantities for your bar. Since it is impossible to predict exactly what your guests will be in the mood for, we suggest rounding up your purchases to avoid running out of anything. We will send you home with whatever alcohol is left over at the end of the night.

<i>Guests</i>	<i>Red Wine</i>	<i>White Wine</i>	<i>Beer (cans or bottles)</i>	<i>Vodka</i>	<i>Whiskey</i>	<i>Bourbon</i>	<i>Gin</i>	<i>Rum</i>
25	6	6	30	2	1	2	1	1
50	10	10	60	5	1	5	1	1
75	14	14	90	7	2	7	1	1
100	19	19	120	9	2	9	2	1
125	24	24	150	11	2	11	2	1

Wine and liquor quantities are shown as 750 ml bottles. This is our preferred size for ease of use by our bartenders.

You may want to also include champagne. Speak with your planner to discuss how you would like to offer this and we will be happy to provide you with our recommendation on how much to bring.

Please review the mixers and garnishes included in your package. Do you need anything else in order to serve your favorite mixed drinks?

Here is a list of the mixers and garnishes you may want to provide:

Specialty Mixers:

- Ginger beer
- Margarita mix
- Vermouth
- Cointreau or triple sec
- Fruit juice (lemon, apple, grapefruit, pineapple, etc.)

Specialty Garnishes

- Bourbon soaked cherries
- Blue cheese stuffed olives
- Dried or dehydrated fruit
- Fruit (such as berries, pears)
- Herbs (rosemary, mint)

QUANTITY GUIDE

Beer & Wine Only (No Liquor)

Based on our experience hosting events, we recommend the following quantities for your bar. Since it is impossible to predict exactly what your guests will be in the mood for, we suggest rounding up your purchases to avoid running out of anything.

We will send you home with whatever alcohol is left over at the end of the night.

<i>Guests</i>	<i>Red Wine</i>	<i>White Wine</i>	<i>Beer</i>
25	11	11	48
50	22	22	96
75	34	34	144
100	45	45	168
125	56	56	216

Wine quantities are shown as 750 ml bottles. This is our preferred size for ease of use by our bartenders.

You may want to also include champagne. Speak with your planner to discuss how you would like to offer this and we will be happy to provide you with our recommendation on how much to bring.

If you would like to garnish your beer with a lime or orange slice, please let your planner know in advance.

Your planner will provide you with a detailed shopping list based on your final guest list and specific bar preferences at your final walk through meeting. Please be aware that we will stock and staff the bar according to what you tell us at this meeting.

We are not able to accommodate changes to your bar service on the day of your event. Carefully review the bar service page of your event service order to confirm you have requested the correct type of services and supplies in advance.

TIPS FOR *Stocking Your Bar*

BEER

- We recommend bringing no more than 3 varieties of beer. Consider a local beer, your favorite domestic light beer and maybe a third seasonal brew. More than 3 varieties will cause you to either run out of the crowd favorite and/or have a lot left over.
- We recommend cans or bottles of beer as CJ's Off the Square does not permit kegs.
- If you would like beer served in a glass, we are happy to add additional glasses to your order for \$1 per person.

WINE

- Red Wine: We suggest choosing 2 crowd pleasing varieties such as merlot and pinot noir.
- White Wine: We suggest choosing 2 varieties such as chardonnay and either sauvignon blanc or pinot grigio. If you know you like a sweeter wine, you may add a few bottles of Riesling, but we usually don't suggest that this is one of the two primary varieties unless you know it is popular with your guests.
- You are welcome to add a few bottles of rosé if you wish, however we recommend to add those in addition to the suggested amounts of red and white
- In the warmer months, round up on white wine
- In the cooler months, round up on red wine
- We recommend providing 750 ml bottles of wine rather than a double or "party size" bottle. 750 ml bottles are much easier to serve and chill as needed.

LIQUOR

- Vodka and bourbon tend to be the most popular with guests. We suggest a single brand of each.
- We like to keep the bar as simple as possible to ensure fast, consistent service for you and your guests throughout the event. The best option is to select a single brand of each liquor and purchase the quantity suggested above. We've listed multiple brands below to give you options that we know are crowd pleasers:
 - Vodka: Stable Reserve Vodka (made in Franklin!), Pickers (made in Nashville), Titos, or Grey Goose if you want something a bit nicer.
 - Bourbon: Stable Reserve, Bulleit, Makers Mark, Woodford Reserve, Four Roses
 - Whiskey: Jack Daniels (local-ish), Crown Royal
 - Gin: Stable Reserve Gin (made in Franklin!), Hendrick's, Bombay Sapphire or Tanqueray
- We separate whiskey from bourbon on the shopping list as we've seen it works best to have a mix of both for a wider range of mixed drinks. You can skip the whiskey if you prefer, as most guests prefer the bourbon brands listed above.
- Rum and gin are less popular overall, but it is ideal to have at least 1 bottle of each. Feel free to bring more if you feel your guests will enjoy it or if you plan to offer a specific mixed drink that has this as an ingredient such as a mojito or gin & tonic.
- We do not include tequila on our shopping list as most of our clients prefer to simplify the bar. If you wish to offer margaritas or another mixed drink that features tequila, ask your planner to suggest the appropriate quantity for your event.
- We highly recommend 750 ml bottles as opposed to "handles." These are much easier for our bartenders to use and will allow faster preparation of your drinks.
- Your package includes rocks glasses for all mixed drinks. If you would like to add additional bar glasses such as a high ball or martini glass, please speak with your planner to quote the exact glass that you would like to add to your bar. Usually, this is around \$1 per person but pricing may vary based on the glass you choose and the quantity required.

OUR ALCOHOL POLICY

Our alcohol policy was developed to ensure a high quality of service and to comply with all state laws and local ordinances. We want you and your guests to have a great time AND we take the safety of your guests very seriously. This is an overview. Section 14 of your event contract contains complete terms and conditions. If you have any questions or concerns, please speak with your planner.

- Host liquor liability insurance must be included in your event insurance policy. Clients who do not provide host liquor liability insurance may not bring any alcohol to the venue at any time.
- When alcohol is brought to the venue, it is surrendered to our staff and is not accessible to you or your guests outside of the bar service provided for your event. Neither you nor your guests can serve alcohol to themselves or to anyone else at any time. All alcoholic beverages served at the event must be served by the company staff, no exceptions.
- Cash bars are not allowed.
- No one under the age of 21 may be served alcoholic beverages and a valid ID may be required for service.
- CJ's Off the Square does not permit shots of alcohol to be served from the bar.
- Kegs of beer are not permitted.
- The bar can be open for a maximum of 5 consecutive hours.
- The bar will open immediately following the wedding ceremony unless otherwise noted in your timeline.
- Service of alcoholic beverages must end 30 minutes prior to the scheduled end time of the event. For most clients, this is 9:30 pm. Please refer to your event timeline for the exact time your bar will close.
- You are responsible for the behavior of your guests.
- CJ's Off the Square reserves the right to refuse service and evict from the premises any member of any party, who because of intoxication or other consideration, may be found to be creating a disturbance or threatening the peace, tranquility, or safety of guests or property.
- Any damage to the venue or violation of this policy by a guest is your responsibility. Any violation of this alcohol policy will result in the bar closing early and/or the forfeit of your security deposit.
- You agree to fully cooperate and assist CJ's Off the Square and our staff in enforcing the policies of the venue and applicable city, county, and state regulations.

BAR FAQ

How long can my bar be open? When will it close?

Bar service at CJ's Off the Square is limited to 5 consecutive hours. Please take this into consideration when choosing the start time of your event. It is our policy to stop serving alcohol 30 minutes prior to the scheduled end time of your event. Soft drinks, water, and coffee will continue to be available through the scheduled end time.

This policy is in place to preserve the integrity of your event and for the safety of your guests as well as our staff. Everyone metabolizes alcohol at different rates. The outdoor nature of our venue means that weather conditions can also impact the effect alcoholic beverages have on a person. Combine this with the fact that, for your guests, the drinks are free, and everyone is in a great mood celebrating with you, and the likelihood of over-indulgence is high. We want everyone to have a great time AND be safe.

We stop serving alcohol 30 minutes prior to the end of your event to allow guests to make transportation arrangements as needed and for our bar staff to box up the remaining alcohol to be sent home with you when your event ends.

You are welcome to continue your celebration at one of the many bars and restaurants within walking distance. If you need suggestions for after party locations, please ask your planner.

What if we run out of something at the bar?

If you follow the shopping list we have provide for you, it is extremely unlikely that you will run out of anything. However, it's impossible to predict exactly what will be popular. In the rare case where you run out of one thing, your guests will happily switch to something else.

Do I need champagne?

The short answer is no. But it is something that is commonly associated with weddings and celebrations. If you don't like it, feel free to skip it. But if you enjoy bubbles and/or the tradition, a passed champagne toast can be an elegant addition to your reception. Champagne walls are also a popular trend for your cocktail hour. You can also just provide a few bottles along with whatever else you plan to serve at the bar if you like the idea of having it available by request, but not otherwise incorporating a champagne "moment" into your event.

I'm worried about some of my guests drinking too much. How do you handle this?

If you are concerned about your guests over-indulging, we suggest offering only beer & wine, or beer, wine, and mixed drinks offered only during the cocktail hour. Or perhaps you provide seltzers instead of liquor. You may also instruct us to close the bar or stop serving liquor at any time during your event.

Our bartenders are trained to serve drinks safely. But it is impossible to know how your guests may handle their drinks or if they have consumed any alcohol prior to arriving at the venue. Therefore, we reserve the right to use our discretion and experience to cut off any guest at any time. This is done politely and discretely by our bar staff.

How will guests know what options they can choose from?

One of each item will be on a display shelf behind the bar. This is easily visible to your guests and no additional signage is needed unless you wish to provide a signature cocktail sign.

Do we have to serve liquor or is it ok to serve just beer & wine?

There is no right or wrong answer to this question. There are usually two lines of thinking for clients when it comes to choosing whether or not to include liquor:

- Budget
- Concern for guests over-indulging

Beer & wine only is a great way to simplify your bar. However, if you are looking for ways to save money, it's not necessarily less expensive to skip the liquor since you are purchasing the alcohol yourself.

It is less expensive if you were hosting a full bar at a hotel, restaurant, or other venue that sells drinks by the glass. But since you supply your own alcohol at CJ's Off the Square (which is saving you thousands of dollars in a traditional bar tab), you are skipping the mark-up and additional taxes that bars and restaurants add. One 750 ml bottle of liquor usually has 15 – 20 servings whereas one 750 ml bottle of wine has 5. Most of the time, you will not be saving money by choosing beer & wine only. It will be about the same or slightly more depending on the brands you choose.

If you are concerned about any of your guests overindulging, perhaps offering only beer & wine is a better option. Or consider offering mostly beer & wine and only enough liquor for one or two drinks per person. This may be the best way to allow you to relax and enjoy your celebration.

Either way, you are the host, and this is your celebration. It's your choice what you'd like to offer your guests.

What about "signature cocktails"? Do we need one?

No. You don't have to have a signature cocktail by any means. Most guests prefer to drink what they like. Unless you have a very specific vision for how a cocktail can truly add to the overall guest experience, we suggest skipping this and investing in other details that will be more meaningful and memorable for you and your guests.

WE RECOMMEND

Stable Reserve Spirits

If you'd like to support a locally owned business, we love the bourbon, vodka and gin from Stable Reserve. With their tasting room located just a few blocks away from the venue on Main Street, Beth and her team offer tastings, signature cocktail consultations, and even have a great space for welcome drinks, rehearsal dinners, or after parties.

To learn more about purchasing spirits for your wedding, or to discuss the options for using their tasting room as a gathering spot on your wedding weekend, give Beth a call and be sure to mention that your wedding is here at CJ's Off the Square.

Stable Reserve Spirits // Beth Goodwin
(615) 308-0014
beth@stablereservespiritis.com

Del Rio Wine & Spirits

Del Rio Wine & Spirits is another great option for the rest of what you might need for your bar - or even your entire order if you have specific brands that you already know you love. They can even deliver everything for you so you don't have to worry about another errand to run or loading or unloading lots of heavy boxes.

The store is owned by Kris and Sarika Patel who are often there however the store managers are also super helpful. Just let them know you are hosting your event at CJ's Off the Square and share the shopping list that we prepared for you. We suggest calling or visiting the store about 2 weeks before your event to ensure plenty of time to order large quantities or accommodate any special requests.

Del Rio Wine & Spirits // Kris & Sarika Patel
(615) 790-7766
delriowineandspirits@gmail.com