

# Policies *and Requirements*



## **Vendor Policy & Insurance Requirements**

At The Oasis Manor, your event's success and safety are our top priority. If you choose not to use our preferred vendors, all outside vendors must be approved in advance by our team.

- Caterers must be **ServSafe certified**.
- Bartenders must be **licensed and insured**.
- For any event serving alcohol, **event insurance** with **host liquor liability** is required.

*No exceptions will be made. All outside vendors must carry liability insurance and may be denied entry if not approved in writing.*

## **Vendor Approval:**

*Client may utilize outside vendors only upon written approval by The Oasis Manor. Requests for vendor approval must be submitted no later than thirty (**30**) days prior to the event date. The Oasis Manor reserves the right to deny access to any vendor not pre-approved in writing.*

***Food & Beverage Service:***

- All catering providers must submit proof of ServSafe certification, a valid business license, and a current Certificate of Insurance.
- All bartenders must be licensed to serve alcohol in Mississippi and carry valid insurance.
- For events where alcohol is served, the client must obtain and submit event liability insurance including host liquor liability coverage, naming The Oasis Manor (129 Jackson St, Hattiesburg, MS 39401) as additionally insured. Proof is due at least fourteen (14) days prior to the event.

***Liability & Indemnification:***

The client shall hold harmless and indemnify The Oasis Manor, its owners, affiliates, and staff from and against any and all claims, damages, losses, and expenses—including attorney's fees—arising from the actions, omissions, or negligence of any outside vendor or guest affiliated with the event. Failure to comply with the above may result in denied access, event delays, or additional fees.



A BLOOMING EXPERIENCE