# Calgary ( )

# Inglewood Bird Sanctuary - Food & Beverage Guidelines

The food and beverage guidelines are applicable for events held in the Inglewood Bird Sanctuary Nature Centre. Food and beverage service is not available on the Walker House lawn or in the Walker House classroom.

#### **Site Features**

- Tap water is suitable for drinking and washing hands and dishes.
- The site kitchen may be used. It includes:
  - 1 fridge and freezer
  - o 1 sink
  - o 2 long counters
- The site dishwater is not available for use.
- Ice is not available.
- Rectangular (5'x2.5') tables are available for caterer use (i.e., buffet). The number of tables available will be based on room set-up/capacity.

#### **Pictures of Kitchen**





### **Catering Requirements**

- Clean-up all food and waste by the end of the booking time.
- All garbage, recycling, and compost must be disposed of in the appropriate bins.
- Items used (i.e., fridge, etc.) must be returned as found by the end of the booking time.
- Cleaning supplies will be provided to clean counter tops, sinks, and other areas that have been used.
- Items may not be stored on site.
- Food must be prepared in advance and off-site. There are no reheating amenities available.
- Open flames are not permitted.

## **Sustainability Standards**

To ensure our park and facility are used in an eco-friendly manner, we require our vendors, partners, and clients to abide to the following sustainability standards:

- Reduce single-use items in accordance with the <u>Single Use Items Bylaw</u>.
- Please use reusable, recyclable, or compostable containers.
- The use of boxed lunches is discouraged due to additional waste.
- Compost, recycling, and garbage bins will be provided.
- Consider products that are gentle on the environment, sold by fair trade companies, and made from compostable and/or recyclable materials.
- Before throwing items away, consider if they can be re-used for other purposes or donated to a community group or non-profit organization.

#### **Food Service**

• Food and beverage service must comply with the requirements of the Alberta Food Regulation.

## **Liquor Service**

- All liquor service at Inglewood Bird Sanctuary requires pre-approval from the City of Calgary, a liquor license and special event insurance.
- Liquor service is only permitted for bookings within the Nature Centre.
- Liquor service is restricted to between 11 a.m. and midnight.
- A copy of the liquor license is to be posted on site.

### **Deliveries**

- All deliveries must check in at the front reception desk.
- Caterer is responsible for food delivery, set-up/unpacking, pick-up, and clean-up.
- All items (food and rentals) must be dropped off and picked up within the booking time.
- Vehicles cannot idle during deliveries.