



Opening night drinks at BATS and other useful info

This document outlines information about our Liquor License, requirements for arranging opening night drinks, policies around catering and using alcohol as gifts, giveaways or props.

We hope you have a great season and make sure you come say hi to us at the bar!

All alcohol related requirements must be communicated in advance:

Primary Contact

Clare Davis
Front of House Manager
04 802 4176
bar@bats.co.nz

Secondary Contact

Waren Thomas
Business Development Manager
04 802 4176
waren@bats.co.nz

Lumen license

BATS liquor license is an 'ON LICENSE'; this means no one is able to independently bring alcohol onto the premises for supply and/or consumption.

Opening Night Drinks

Timing of Opening Night Drinks

Opening night drinks take place after the opening night performance. Drinks are served at the bar for monitoring purposes as required by the Sale & Supply Of Liquor Act 2012.

Bar Tabs

You may open a Tab at the bar for your opening night event to offer your guests more drink variety.

Please note: All Tab's are payable by Eftpos or cash at the end of the night. Receipts can be emailed to your nominated contact.

Discount Wines

If ordered in advance, Lumen offers \$12 bottles of wine so that you can provide affordable complimentary drinks on your opening night.

Orders:

Bottle of wine must be purchased directly through Lumen at least 14 days in advance.



Email clare@bats.co.nz **14 days in advance** to make your order.
Lumen reserves the right to change prices if wholesale prices increase, we will actively minimize changes and you will be advised if changes occur.

Current offer:

\$12 per bottle, limited to 12 bottles.
Riverlands Sauvignon Blanc
Riverlands Cab/Merlot.

Payment Options:

- a. Advance arrangement
- b. On the night of your opening night show via Cash or Eftpos
- c. Reconciled at the end of your season through box office sales.

Sponsored Drinks

Before you enter a sponsorship arrangement with any alcohol suppliers, it is important you contact us first. When presenting your work at BATS, you are representing us too. Our suppliers are important to us and have preferences we know about. BATS also has specific rules around what we can offer in return for sponsors.

- **A \$50 sponsor fee applies to all sponsored stock agreements.** This covers bar staff wages and operating expenses and will be added to your Box Office reconciliation at the end of your season.
- **The bar needs to approve sponsor deals in advance.** We recommend discussing sponsor deals with the bar as soon as possible to ensure we are meeting our legal obligations of being a licensed premises.
- All sponsored stock must be delivered directly to Lumen.
- Sponsored stock cannot be on sold through the bar or consumed throughout the season. It should be used to support special events surrounding your season launch.
- We recommend making realistic volume requests as sponsored stock may not be returned in adherence with the Sale & Supply Of Liquor Act 2012. BATS Theatre legally cannot allow alcohol to be taken off site.

Glassware

Lumen has limited storage, so talk to us about your numbers. Extra glassware may need to be hired, we recommend Hiremaster: www.hiremaster.co.nz.



Catering

You are not required to provide catering, but if you wish to offer nibbles with your drinks you are welcome to arrange your own catering.

Although our limited space prevents us from supporting catering on site, we can recommend some options.

We have a kitchen that you are welcome to use for preparation of platters.

You are welcome to use our refrigerator, microwave and oven – but be aware this is a shared kitchen space and you are responsible for leaving it how you found it. Extra fees can be incurred for cleaning.

You are also welcome to offer tea and coffee. We have some coffee plungers, a teapot, sugar pot and milk jugs and about 20 small (almost matching...) coffee cups you can use for this purpose.

Giveaways/Prizes

We understand that giving a bottle of wine to someone as a 'thank you' is a kind gesture, and that bottles of wine or beer can be good to use as prizes. However, we must at all times adhere to the Sale & Supply of Liquor Act 2012.

You can bring in alcoholic stock for gifts or giveaways only if:

- a. Alcoholic gifts or prizes must be given out on departure. It is up to the show to ensure the right person leaves with the right thing.
- b. Alcoholic gifts or prizes cannot be opened or consumed on premise.
- c. The bar staff will store all alcoholic gifts or prizes prior to their distribution to guests on departure in order to monitor possible consumption on site.

Using Alcohol or Other Bar Supplies As Props

On stage the same licensing rules apply as throughout the entire building.

- Any alcohol related items must be approved by the bar.
- All alcohol related items must be purchased through the bar.
- No alcohol related items will be taken off site or consumed outside our hours of license.
- All show related purchases will be reconciled through your box office sales at the end of your show's season unless you specify otherwise.

Requesting Stock

If you want a particular product, which we don't usually stock, we can look into ordering it for you and making it available for the duration of your season.

If you wish to do this, **14 days notice** is required. Please provide full product information and email clare@bats.co.nz. This time is required to find the product and run cost comparisons across our suppliers.

We cannot guarantee your requests, but we will definitely do our best to help.