

**STFX  
LIQUOR  
SERVICES  
GUIDE  
2024**



**ST. FRANCIS XAVIER  
UNIVERSITY**

# Staffing and Security

**The amount of bar staff and security varies between events. Factors affecting this include: type of bar service, number of guests, nature of the event (amount of risk involved), and event location (public vs. private locations)**

## Bar Staff

Every event will have a liquor clerk. This individual is the bar supervisor for the event, and is responsible for supervising bartenders and X-Patrol, managing inventory at the bar, and ensuring that liquor license rules are being followed. They work closely with on-site coordinators from the events and catering teams to support the client and their needs. Bartenders serve alcohol to guests in compliance with legal serving standards from the bar area, and may perform additional duties such as wine service and champagne toasts. These additional services may require staffing extra bartenders. Any additional Staffing for bartenders will be billed back directly to the client Extra bar staff will be billed back at \$25.00/Hour as needed.

## Security

Due to the risks associated with serving alcohol, most bar events will have X-Patrol presence. Request for X-Patrol and specific duties will be communicated to their Lead by the Liquor Services supervisor. X-Patrol will work with bar staff to manage the following: checking ID, ensuring safe serve/consumption practices, keeping alcohol within licensed areas, and responding to any potential incidents. The standard for events <100 people is 2 XP, and increases if there are more guests or a large amount of minors present. Bar events not requiring XP are limited, and is typically only granted to very small internal events that are low risk, such as private dinners.

# Bar Packages & Pricing 2024

The following are options and pricing for standard bar services. Pricing is based on number of guests and duration of service. Bar package includes the cost of bar staff and campus security, which is required for all licensed events. In addition to this, the client can decide if bar sales will be a cash bar, host bar, or a mix.

# of Guests	2 hours/ less	2-5 hours	5-8 hours
100 Guests or less	\$350.00	\$600.00	\$900.00
100-150 Guests	\$475.00	\$800.00	\$1100.00
150-200 Guests	\$525.00	\$925.00	\$1300.00
200-300 Guests	\$600.00	\$1000.00	\$1400.00
300+ Guests	\$650.00	\$1150.00	\$1600.00
Crystal Cliffs	Standard Crystal Cliffs rate is \$1600.00		

## CASH BAR

For a cash bar, guests will pay for their drinks throughout the event. Drink prices are as follows:

- Wine by the glass.....\$6.25
- Domestic Beer.....\$6.25
- Craft Beer.....\$7.25
- Seltzers.....\$6.25
- Standard Spirits.....\$6.25
- Premium Spirits.....\$7.25
- Non-Alcoholic.....\$2.25

## HOST BAR

A host/open bar is an option, used primarily for small, containable events such as dinner with wine service or a short reception. Bar staff will keep track of the number of drinks sold during the event, and then invoice the organizer after the event. For longer and larger events, such as weddings, it is important to note that full host bars are not encouraged. While offering guests complimentary beverages is done with great intentions, it often results in large amounts of alcohol being wasted and over-intoxicated guests. Instead, there are a variety of add-ons and partial host options to customize and enhance special occasions.

# Bar Price Models

## Cash Bar

The most common bar model we see is a standard cash bar. For this model, the organizer pays the applicable bar model rate, and guests pay for their own drinks during the event. Drink prices are varied depending on the product, however event specific menus will be provided to guests in advance and posted at the event. *Always have clients communicate to their guests that the only form of payment we accept is cash. Debit and Visa Options are NOT Guaranteed.*

## Host Bar

More common with internal than external events, the host bar model is when the event organizer has agreed to pay for their guest's drinks. Bar staff keep track of inventory sold throughout the event, which is then invoiced back to the client post-event.

Host bars are a great option for small, containable, events such as a dinner with wine service or a short reception. For longer and larger events, such as a wedding, potential costs and concerns must be communicated to organizers in advance.

While offering guests complimentary drinks is a thoughtful gesture, it can cause problems if not controlled properly. From experience, we have observed that host bars at weddings lead to large amounts of alcohol being wasted and over-intoxicated guests. When guests are not paying for their own drinks, they are more likely to discard partial drinks and return for the bar for a new one. This results in bar costs that may exceed a client's anticipated budget, and makes it difficult for bar staff to monitor consumption of drinks and maintain principles of care and control.

Overall, guests tend to have a mindset of "free drinks" rather than "drinks provided to me at the expense of the client", which can lead to disappointment for the organizer. Any host bar must have signage posted reminding guests of responsible drinking practices. Alternatively, there are a number of partial host options available, outlined on the next page.

Please note that if you do choose a Host Bar Model, There is a deposit that must be paid that is dependent on the number of attendees and the length of the host bar portion. The deposit will be communicated and clearly shown in your contract. Please see other partial Host Options on Page 6.

# Standard Bar Menu

## WINE

White Wine (Choose 1 of the Following):

- Grand Banker Pinot Grigio (\$20.00)
- Jost L'Acadie Pinot Grigio (\$22.00)

Red Wine (Choose 1 of the Following):

- Grand Banker Cabernet Sauvignon (\$20.00)
- Jost Founders Red (\$22.00)

## SPIRITS

Standard spirits

- Vodka - Coldstream Clear
- Gin - Coldstream Clear
- White Rum - Coldstream Clear
- Spice Rum - Coldstream Clear
- Whiskey - Canadian Club

Premium

- Bowmore 12 Yr Scotch
- Jameson Irish Whiskey
- Makers Mark Kentucky Bourbon
- Appleton Estate Rum
- Limited Selection of  
On the Rocks Cocktails - Upon Request

NOTE: Wine options may vary depending on inventory availability. If a specific wine variety is important to the client, please communicate with Liquor Services prior to the event. All products served by liquor services must be acquired by StFX through the NSLC or a certified licensee, such as a brewery or winery. Any leftover product is the property of StFX Liquor Services and cannot be removed by clients or guests.

## BEER & SELTZERS

Domestic Beer

- Alexander Keiths
- Bud Light

Craft Beer (Choose 1 of the Following):

- Burnside Toller Lager
- Burnside Hurricane IPA
- Any Spindrift 355ML Can

Seltzers:

- Coldstream Peach Iced Tea
- Coldstream Vodka Cranberry soda
- Coldstream Lemonade

## NON-ALCOHOLIC

- Pepsi
- Diet Pepsi
- Gingerale
- 7Up
- Tonic Water
- Soda Water
- Lime or Blackberry Bubly
- Non Alcoholic Beer and Wine  
Upon Request

# Add-Ons and Host Options

## Specialty Add-Ons

Champagne Toast: A great way to celebrate any special occasion, champagne or sparkling wine toasts provides 1 glass of bubbly to each guest. Standard options are \$8 per guest.

Boozy Punch or Lemonade: In partnership with our food provider Sodexo, they will provide either a punch or lemonade, which the bar will use as a base to create a cocktail for a more elevated menu option. Since assembling the cocktail is done on an individual drink basis, the punch and lemonade can also be offered to guests in non-alcoholic form.

Boozy Coffee and/ or Hot Chocolate: Similar to the punch and lemonade, bar services partners with Sodexo to provide the coffee, hot chocolate, and delicious toppings to create a warm drink featuring Baileys Irish Cream. Can also be offered as non-alcoholic.

Mimosas: Perfect for brunch and morning events, mimosas are a light and refreshing cocktail served in champagne flutes.

Signature Cocktails: Most requests can be accommodated for! Whether it be His & Hers Cocktails at a wedding, Or incorporating local distilleries like Stienhart Distillery or Coldstream. Cocktail prices may vary based on what is requested!

On The Rocks Cocktails: NEW for 2024! On the Rocks Cocktails are pre mixed cocktails that St.FX Bar services do not have the capabilities to create. Options vary based on the time of year. Some options include Old Fashioned's, Margaritas, Cosmopolitans, and Espresso Martini's. Drinks will be between \$10.00 - \$14.00

## Partial Host Options

Table Wine: The most common way to offer a complimentary drink to guests is having wine provided during dinner. This option has flexibility in choosing the wine and price point to accommodate the organizer's preference and budget.

Drink Tickets: Client pays for a set number of drink tickets which are then issued to guests and can be redeemed at the bar for any standard drink.

Cocktail Hour: Most wedding itineraries have a cocktail hour scheduled between the ceremony and the dinner/reception. This portion of the event can be setup as a host bar and then switch over to cash bar once guests are called in for dinner.

Toonie Bar: A "toonie" bar setup involves guests being sold drinks for \$2, with the host paying the remaining portion of the drink price (\$4.25-\$5.00 per drink). It is important to note that this option can experience the wasteful tendencies of a host bar, as well as an unpredictable bar invoice for the client.



# 2024 Wine Menu

## WHITE WINE

***Grand Banker Pinot Grigio (Nova Scotia)	\$20.00/Bottle***
***Two Oceans Sauvignon Blanc (South Africa)	\$20.00/Bottle***
Jost L'Acadie Pinot Grigio (Nova Scotia)	\$22.00/Bottle
Villa Sandi Pinot Grigio (Italy)	\$23.00/Bottle
Casillero Del Diablo Sauvignon Blanc(Chile)	\$24.00/Bottle
Jost Tidal Bay (Nova Scotia)	\$32.00/Bottle
Oyster Bay Chardonnay (New Zealand)	\$32.00/Bottle

## RED WINE

***Grand Banker Cabernet Sauvignon (Nova Scotia)	\$20.00/Bottle***
***Two Oceans Cabernet Merlot (South Africa)	\$20.00/Bottle***
Jost Founders' Red (Nova Scotia)	\$22.00/Bottle
Casillero del Diablo Cabernet Sauvignon (Chile)	\$24.00/Bottle
Angove Organic Shiraz (Australia)	\$26.00/Bottle
Jost Great Big Friggin' Red	\$27.00/Bottle
Oyster Bay Pinot Noir (New Zealand)	\$32.00/Bottle

## SPARKLING WINE

Andres Canadian Baby Sparkling (Canada)	\$20.00/Bottle
Ruffino Prosecco (Italy)	\$28.00/Bottle
Benjamin Bridge Rose NV (Nova Scotia)	\$35.00//Bottle
Benjamin Bridge Brut Sparkling (Nova Scotia)	\$50.00/Bottle

Wine availability is subject to change, depending on market and inventory availability. In this case, substitutes of the same variety and price point will be stocked. Specific wine requests can be made with possible additional fees.

**Canned Wine is also an option with both Red and White Wines. - By Request**  
**Canned Wine options are the LUVO Life Cold Pressed Red & L'Acadie Pinot Grigio**

# Product Substitutions

Liquor Services is always open to exploring new ideas brought forward by clients. We work closely with the Events Team and other StFX Service Providers to customize our service options to best suit client's needs. That being said, alcohol sale and service is a heavily regulated industry and we are bound by certain constraints that are not always flexible.

Due to the logistics of our bar locations, we are limited in how many different products we can offer at the bar. If a client would like a product that is not on the standard menu, in most cases they will need to select a current menu item to remove in order to accommodate the substitution.

Any product substitution requests should be communicated to the event coordinator in advance, with as much notice as possible. A few important notes about substitutions:

- Supplying products outside of the standard menu is subject to a stocking fee of \$50.00 per item substitution.
- All liquor products must come directly from either the NSLC or a licensed retailer such as a brewery, vineyard, or distillery. **Homemade wine, beer, and spirits cannot be served or given to guests as favours.** Furthermore, product must be acquired by StFX Liquor Services (client cannot purchase alcohol from a retailer and bring it to an event).
- StFX Liquor Services works in partnership with Labatt Breweries and does not offer substitutions to other brands of domestic beer.
- The Antigonish NSLC does not always carry enough stock to provide the volume of liquor StFX purchases, and therefore orders are typically fulfilled through the central warehouse in Halifax. This process takes on average 2 weeks, although can be delayed for a variety of reasons. To avoid last-minute disappointment, clients must confirm their specialized bar needs in advance.