

GLENCOE CITY CENTER

POTLUCK / OUTSIDE FOOD WAIVER & ACKNOWLEDGMENT

EVENT INFORMATION

Event Name: _____ **Event Date:** _____

Renter / Responsible Party: _____ **Room(s) Rented:** _____

POTLUCK / OUTSIDE FOOD ACKNOWLEDGMENT

I understand that food and/or beverages served at my event may be brought in, prepared, or provided by myself, guests, or other individuals who are not employees or approved food service providers of the Glencoe City Center or City of Glencoe.

- Food Preparation & Handling:** The Glencoe City Center and City of Glencoe are not responsible for the preparation, handling, storage, transportation, serving, quality, or safety of food or non-alcoholic beverages brought into the facility by the renter, guests, or other outside individuals.
- Foodborne Illness & Allergens:** I understand that consuming food prepared or provided by individuals outside of the Glencoe City Center may carry risks, including foodborne illness, allergic reactions, cross-contamination, or other food-related concerns.
- Responsibility of Renter:** I accept responsibility for food and non-alcoholic beverages brought into and served at my event and agree to communicate appropriate food safety and allergen information to my guests when applicable.
- Compliance With Laws & Policies:** I understand that all food services must comply with applicable Minnesota laws, health regulations, and Glencoe City Center policies. This waiver does not authorize any food service or activity that is otherwise prohibited by law or facility policy.
- Alcoholic Beverages:** This waiver applies to food and non-alcoholic beverages only. All alcoholic beverages and alcohol service must comply with the Glencoe City Center's separate alcohol, bar service, and social host policies.
- Release & Hold Harmless:** To the extent permitted by law, I agree to release and hold harmless the City of Glencoe, Glencoe City Center, and their officers, employees, and representatives from claims arising from food or non-alcoholic beverages brought in, prepared, handled, or served by the renter, guests, or other outside individuals, except to the extent caused by the negligence or wrongful conduct of the City or its employees or representatives.

ACKNOWLEDGMENT & SIGNATURE

By signing below, I acknowledge that I have read and understand this Potluck / Outside Food Waiver & Acknowledgment and accept responsibility for outside food and non-alcoholic beverages served during my event.

Renter / Responsible Party Name (Print): _____

Date: _____

Signature: _____

Date: _____

GLENCOE CITY CENTER USE

Staff Member: _____

Date Received: _____

Notes: