

**I** | ILSA EVENTS  
WEDDING PLANNER

A GUIDE TO BOOKING, PLANNING & DELIVERY  
MIXOLOGIST & BAR SPECIALIST



## *A Guide to Designing and Delivering a Seamless Drinks Experience*

*Your mixologist or bar specialist plays a key role in enhancing guest experience and supporting the overall atmosphere of your wedding. Beyond serving drinks, they are responsible for menu creation, stock planning, service flow, and ensuring efficient and professional bar operations.*

*When carefully planned, bar service operates seamlessly in the background while contributing to the energy, enjoyment, and overall experience of your celebration.*

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## **Importance & Role**

Your mixologist or bar specialist is responsible for planning, preparing, and delivering your drinks service in alignment with your wedding style and guest needs.

Their role may include:

- Designing your drinks menu and bar concept
- Providing bartenders and managing bar service
- Supplying equipment, glassware, and bar structures if required
- Managing stock levels and drink preparation
- Coordinating with your planner, venue, and catering team

Some suppliers offer full bar service, while others focus on cocktail service only. Clarifying the scope of service ensures complete and uninterrupted coverage.

## **What Your Mixologist & Bar Specialist Is Responsible For**

Your supplier is responsible for delivering professional, efficient, and compliant bar service throughout your event.

This typically includes:

Menu planning and preparation

- Designing cocktail and drinks menus
- Advising on drink selection and service style
- Planning quantities based on guest numbers and duration

Bar setup and service

- Providing bartenders and bar management
- Preparing and serving drinks efficiently
- Managing service flow to minimise queues

Equipment and stock management

- Providing bar equipment, tools, and glassware if agreed
- Managing stock levels and replenishment
- Handling setup and breakdown of bar equipment

Compliance and coordination

- Ensuring licensing and insurance requirements are met
- Coordinating with your planner, venue, and catering team
- Operating in accordance with venue policies and timelines



## **What You, as the Client, Are Responsible For**

To ensure smooth bar service, you are responsible for confirming your preferences and providing accurate information.

This includes:

- Confirming your drinks preferences and overall bar style
- Confirming guest numbers and event duration
- Confirming whether alcohol will be supplied by you or the supplier
- Providing venue access details and timeline
- Ensuring licensing requirements are understood where applicable
- Making payments in accordance with your contract

Clear planning allows your bar team to prepare accurately and deliver efficient service.

## **Key Details That Must Be Confirmed Before the Wedding**

The following details should be confirmed to ensure seamless bar service:

### Bar Style & Menu

- Type of bar service (full bar or cocktail-focused)
- Cocktail menu and drink selection
- Wine, beer, spirits, and non-alcoholic options
- Signature or bespoke drinks

### Stock & Supply

- Who will supply alcohol and quantities
- Stock calculations and planning assumptions
- Contingency plans for additional stock
- Handling of unused alcohol

### Staffing & Service

- Number of bartenders and bar managers
- Service start and finish times
- Peak service planning
- Bar service during key moments such as speeches



## Equipment & Logistics

- Bar structures and equipment provided
- Glassware provision
- Ice, refrigeration, power, and water requirements
- Setup and breakdown timing

## Licensing, Contracts & Financial Details

- Licensing requirements and responsibility
- Insurance coverage
- Payment schedule and deadlines
- Overtime and additional staffing policies

## **Questions You Should Ask Your Mixologist or Bar Specialist**

These questions help ensure clarity and confidence in your bar arrangements.

### Style & Experience

- How would you describe your bar and service style?
- Have you worked at similar weddings or venues?
- How do you ensure efficient service during busy periods?

### Menu & Drinks Selection

- How many drinks do you recommend offering?
- Can drinks be customised to reflect our preferences or culture?
- What non-alcoholic options do you provide?

### Stock & Service Planning

- How do you calculate drink quantities?
- What happens if stock runs low?
- How is leftover alcohol handled?
- How many bartenders will be present?

### Logistics & Compliance

- What equipment and setup do you provide?
- What licensing and insurance do you hold?
- Are there any venue requirements we should be aware of?



## Contracts & Practical Details

- What is your payment schedule?
- Are there additional costs we should expect?
- What happens if timings change on the day?
- Are you fully insured?

## **Final Thoughts**

A well-planned bar service enhances guest comfort, atmosphere, and overall enjoyment, while operating smoothly behind the scenes.

By confirming menu, staffing, and logistical details in advance, your drinks service becomes a seamless and enjoyable part of your celebration.

At Ilsa Events, we work closely with your mixologist and bar team to ensure service is carefully planned, professionally delivered, and aligned with the overall flow of your wedding.

