

THE ELEMENT GUIDE TO BAR PLANNING & STAFFING CHART

THE RIGHT BAR. THE PERFECT POUR.

		50 GUESTS			100 GUESTS			150 GUESTS			200 GUESTS			300 GUESTS		
GUEST COUNT		1			1-2			2-3			2-3			3-4		
BAR SETUPS (PHYSICAL LOCATIONS)		1			1-2			2-3			2-3			3-4		
BARTENDERS NEEDED		1-2			2-3			3-4			4-5			6+		

BAR STAFFING GUIDE		BARBACK RECOMMENDATIONS		DRINK CALCULATOR	
BAR TYPE	GUESTS PER BARTENDER	SERVICE LEVEL	GUESTS COUNT	BARBACKS	GENERAL RULE
BEER & WINE ONLY	75-90 GUESTS	FASTEST SERVICE	UP TO 150 GUESTS	OPTIONAL	QUICK REFERENCE (4-HOUR EVENT)
FULL BAR (WITH LIQUOR)	35-50 GUESTS	MODERATE SERVICE	150-300 GUESTS	1 BARBACK	GUESTS
SIGNATURE COCKTAILS	75 GUESTS	CONSIDER ADDITIONAL SUPPORT STAFF	300+ GUESTS	2+ BARBACKS	APPROXIMATELY 1 DRINK PER GUEST PER HOUR
		BARBACKS HELP WITH:		RESTOCKING ICE REFILLING MIXERS GLASSWARE MANAGEMENT KEEPING BARTENDERS FOCUSED	
COCKTAIL HOUR AREA REDUCES OPENING RUSH		RECEPTION SPACE CENTRAL SERVICE POINT		LARGE VENUES MULTIPLE SMALLER BARS PREFERRED	
MULTI-LEVEL VENUES ONE BAR PER LEVEL		NEAR DANCE FLOOR MAXIMIZES CONVENIENCE		POST-CEREMONY RUSH ADD EXTRA BARTENDER	
LARGE VENUES MULTIPLE SMALLER BARS PREFERRED		LARGE COCKTAIL HOUR ADD SATELLITE BAR		SIGNATURE COCKTAIL SERVICE PRE-BATCH OR PRE-POUR DRINKS	
HIGH GUEST COUNTS MULTIPLE SERVICE STATIONS		PEAK DEMAND TIPS		BAR + BARTENDERS + ICE + MIXERS + BEVERAGES = FAST SERVICE & HAPPY GUESTS	

Thoughtful planning. Elevated experiences.
WE BRING IT ALL TOGETHER.

ELEMENT
EVENT SOLUTIONS

