

Event Rental Contract

Williamson Orchards & Vineyards tasting room, event room and grounds are located at 14807 Sunnyslope Rd. Caldwell, ID 83607. Our tasting room is open to the public but can be rented for private events. Rental dates are on a first come first serve basis. To rent our space we require a rental fee in addition to a minimum wine purchase.

Rental Availability & Setup/Clean Up:

Our Tasting room's regular hours are 12:00 pm to 5:00 PM, Wed – Sun, with extended hours on Friday & Saturdays from June through September. Our tasting room will remain open unless alternate arrangements are made in advance. Availability of space is subject to change.

- *Event room* - available to rent from 12 PM to 8:00 PM. Set-up for your event can start as early as 12:00 PM on the day of your event; an earlier set-up time is possible on a case by case basis.
- *Grounds* - available to rent from 12 PM to 8:00 PM. Set-up for your event can start as early as 12:00 PM on the day of your event; an earlier set-up time is possible on a case by case basis.
- *Warehouse* - available to rent from 12 PM to 8:00 PM. Set-up for your event can start as early as 12:00 PM on the day of your event; an earlier set-up time is possible on a case by case basis.
- *Tasting Room* – The tasting room will remain open during regular hours to the public unless the entire facility is rented out. The tasting room is available to rent after the tasting room closes, from 5:30 PM to 8:00 PM (June - September 6:30 PM – 8 PM). Set-up for your event can start as early as 5:30 PM (June - September 6:30 PM) on the day of your event.
- Clean-up is expected to be done on the day of your event and should be completed no later than 8:00 PM. All trash must be put into the trash cans. All rental equipment (i.e. tables, chairs) must be stored inside.

Rental Fees:

Rental fees will cover the cost of the use of the property as well as staffing the event. Fees will vary depending upon the type of event, area of space reserved and the number of guests. **A non-refundable 50% deposit of the rental fee will hold your date/time. The remaining balance is due prior to start of your event.**

Rental Fees Include:

- Use of wine glasses.
- Use of designated indoor space(s) and/or grounds.
- Tables/chairs/benches/stools currently used in our tasting room, event room and grounds
- Power outlets
- Parking

Rental Fee Structure:

- Event Room (capacity 15 people) = \$150
- Grounds (capacity 30 people) = \$300
- Warehouse (capacity 25 people) = \$250

Not Included in Rental Fees:

- Setup and cleanup of your event
- Use of plates, serving utensils or catering equipment.
- Tent (10x10 ft. tent can be rented from us for an additional \$25.00)
- Tables and chairs (2 – 6ft. tables with 20 chairs can be rented from us for an additional \$150.00)
- Sneakers or sound system

- Tasting Room* (capacity 20 people) = \$200
**from the hours of 6:30 – 8:00pm*
- Entire Facility* (capacity 100 people) = \$1500
** includes tasting room, warehouse, event room and grounds*

Required Minimum Wine Purchase:

All event rentals require the purchase of Williamson wines. The amount of the **required wine purchase** is dependent upon the number of guests planned for your event. The event host can select their wines in advance or during their event. The wines purchased with rental of space will be used to serve your guests, unless otherwise agreed upon. There are no guarantees on availability of specific vintages/varietals, unless set aside at the time of reservation.

- Events with 15 to 19 guests are **required** to purchase **4 bottles** of wine.
- Events with 20 to 25 guests are **required** to purchase **6 bottles** of wine.
- Events with 26 to 30 guests are **required** to purchase **8 bottles** of wine.
- Events with 31 to 40 guests are **required** to purchase **10 bottles** of wine.
- Events with more than 50 guests are **required** to purchase **one cases*** of wine.
- Private events that rent the entire facility are **required** to purchase **two cases*** of wine.

**A case includes 12 bottles of wine. A case can be all one kind of wine or a mix of wine varietals.*

***Promotion, half-case and wine club discounts all apply to minimum purchase requirements*

Food & Other Beverages:

Guests can bring in outside food. Williamson's also offers a selection of locally produced picnic fare for purchase in our tasting room. **No outside wines, beer or liquor is allowed onsite.** Beer can be purchased for your event through Williamson's beer/wine license. Please ensure that an employee checks all IDs and that no one under the age of 21 drinks any alcohol.

Music & Sound:

Music can be played at your event but must be shut down by 8:00 PM. You are expected to keep the noise at a respectful level for our neighbors.

Children:

Children under the age of 21 are allowed on the property and in the tasting room as long as they are accompanied by an adult. We ask that families please keep children from climbing any trees, buildings or landscaping features.

Pet Policy:

We encourage guests to leave their pets at home. We do allow service animals into the tasting room if they are wearing their vests and must remain on a leash at all times.

Cancelation Policy:

Rentals can be canceled for a full refund of the deposit up to 7 days prior to the reserved date. Rentals can be canceled for a partial (50%) refund of the deposit up to 48 hours prior to the reserved date.

Liability:

Williamson Orchards & Vineyards is not responsible for any property damage or loss either caused by or upon any member of the booking party or their guests. Any reimbursement for damage or injury incurred, including to Williamson Orchards & Vineyards property, will be the responsibility of the person booking the event.

Events with 50 to 100 guests will need to acquire event insurance. **Please remember that we are responsible for maintaining the safety of our public's health. Therefore please be aware that our policies, prices, dates and availability are all subject to change.**

Signature acknowledging Williamson Orchards & Vineyards Rental Contract:

_____ Date: _____

**Williamson Orchards & Vineyards
Rental Contract**

Event Type: _____

Event Date: _____ Number of Guests: _____

Booking Person: _____

Address: _____

Email: _____

Signature: _____

Phone #: _____

Credit Card: _____ Type: _____

Exp. Date: _____ CVV: _____

Williamson Orchards & Vineyards Use

Deposit 50%: _____ Date: _____

Final Payment: _____ Date: _____

Copy of Event Insurance: _____

Wine Purchase: _____ Date: _____

(For Staff) Wines Ordered: