

# PRIVATE EVENT RENTAL AGREEMENT FOR MEMBERS

## Basic Information

Customer: \_\_\_\_\_ Event Date: \_\_\_\_\_  
Organizer: \_\_\_\_\_ Day of the Week: \_\_\_\_\_  
Email: \_\_\_\_\_ Event Type/Title: \_\_\_\_\_  
Phone: \_\_\_\_\_ Set up time: \_\_\_\_\_  
# of Guests: \_\_\_\_\_ Event Start Time: \_\_\_\_\_  
Deposit Paid: \_\_\_\_\_ Event End Time: \_\_\_\_\_  
(paid)  
Membership: \_\_\_\_\_

- The BLUEPRINT Room**  
4 hour rental. 75 capacity  
Mon-Thurs (10am-10pm, Friday (before 5pm): \$0  
Friday (after 5:00pm), Saturday + Sun 11am-11pm: \$250  
+ 1 case of wine per hour at club member discount
- The CELLAR**  
3 hour rental. 75 capacity  
Mon-Wed (10am-10pm): \$250  
Thurs-Sun (7:30pm-11:30pm): \$375  
+ 1 case of wine per hour at membership pricing
- The CELLAR + LOVE BEATS PAGNE**  
3 hour rental. 105 capacity  
Mon-Wed (10am-10pm): \$350  
Thurs-Sun (7:30pm-11:30pm): \$550  
+ 1 case of wine per hour at membership pricing

*Please note that set up and clean up is included in your rental period.*

*Please read this section carefully and initial to acknowledge understanding of each statement*

- I understand that the rental time begins with set up and ends when the last person has left the event space. Prices are given based on a 3 hour rental. Events that extend past that are subject to an additional rental fee of \$100 plus 1 case of wine per hour, rounded to the half hour.
- I understand that a non-refundable deposit of \$250 is due to hold the date of the event. If the event is completed upon the agreed upon date, then the deposit will be applied to the final total. If the event is changed to a different date or canceled, the deposit is not refundable and cannot be applied toward sale of wine or future events.

# WINE PORTFOLIO

Pick your favorite 4-5 wines that will be poured throughout the evening.

No need to determine the quantities. We pour what your guests love!

At the end, we will count the number of bottles consumed. If you have not met your minimum, you can chose ANY bottles to take home with you!

<input type="checkbox"/>	OCULUS VIOGNIER	\$25	<input type="checkbox"/>	FOUNDATION RHONE BLEND	\$35
<input type="checkbox"/>	PILOTI CAB FRANC	\$28	<input type="checkbox"/>	FOUNDATION CAB FRANC	\$40
<input type="checkbox"/>	NEWEL RED BLEND	\$27	<input type="checkbox"/>	FOUNDATION SYRAH	\$35
<input type="checkbox"/>	SPIRE MERLOT	\$28	<input type="checkbox"/>	FOUNDATION CAB SAUV	\$40
<input type="checkbox"/>	BARTIZAN BORDEAUX BLEND	\$30			
<input type="checkbox"/>	BAUHAUS SYRAH	\$28			
<input type="checkbox"/>	CRAFTSMAN CAB SAUV	\$30			

- I understand that any wine unopened at the event is the property of the renter/guest
- I understand that additional wines may be sold to individual guests to take home with them, but these sales do not apply toward the stated wine minimum
- I understand that beer may be purchased by advanced order. No other alcohol is permitted for consumption during the event. If there is evidence of outside alcohol, the event will be stopped immediately. There will be no refund or deposit and the renter will still be liable for all wine minimums and catering orders.
- I understand that while minors are allowed at the event, any evidence that a minor is consuming alcohol, the event will be stopped immediately. There will be no refund or deposit and the renter will still be liable for all wine minimums and catering orders.
- I understand that there will be a 20% automatic gratuity on all wine, catering services, beer & non-alcoholic beverages we provide. 100% of this goes to the server.
- An additional gratuity may be added at the guest's discretion at the completion of the event, and will be given specifically to the people who worked the event.



\*Wine \_\_\_\_\_

\*Catering \_\_\_\_\_

\*Beer/Non Alc Beverages \_\_\_\_\_  
(no outside beer & sparkling water allowed, we  
can provide that for you, just ask in advance!)20% Auto Gratuity \_\_\_\_\_  
*\*auto gratuity applied*Operational Fee \_\_\_\_\_  
(this covers the time for event planning and production.  
this fee is retained by employer and NOT gratuity)

Room Rental \_\_\_\_\_

Tables \_\_\_\_\_

Linens \_\_\_\_\_

Equipment \_\_\_\_\_

Outside Catering Fee \_\_\_\_\_

Other \_\_\_\_\_

Member Discount on Wine \_\_\_\_\_

Deposit \_\_\_\_\_

Tax \_\_\_\_\_

Total Due \_\_\_\_\_

Optional Additional Gratuity \_\_\_\_\_

*I understand and agree to this contract as written.*

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

THANK YOU FOR TRUSTING US WITH YOUR BIG EVENT