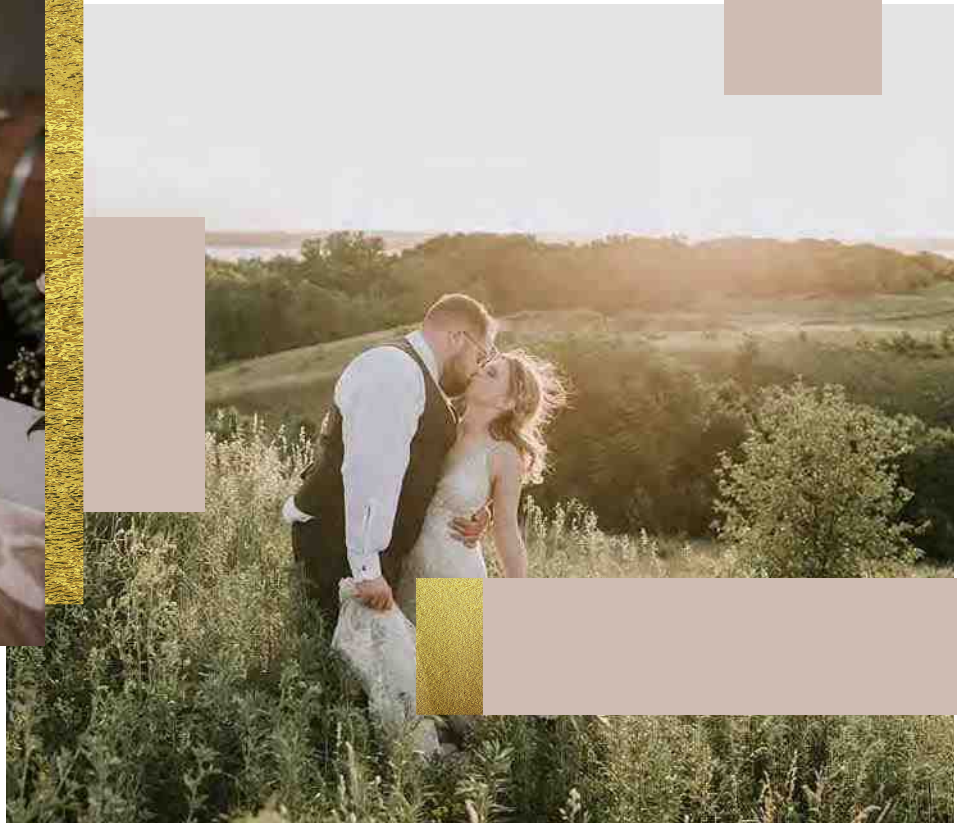


Rolling Forks VINEYARDS

Wedding Rental Agreement



WEDDING PACKAGES

THE MELODIA (Site Photos)	THE RUBY (Ceremony Package)	THE RESERVE (Full Day Package)
\$250	\$1250	\$4000
<p>Includes:</p> <ul style="list-style-type: none"> • Photos only • 2 hours of time to be on site and take photos. • Must arrange 2 months in advance. • Only available if no other events are taking place on site that day • Inquire about details of where photos can be taken 	<p>Includes:</p> <ul style="list-style-type: none"> • Outdoor ceremony space, Barrel Room and adjacent patio space for 5 hours of time (including set up time and clean up time for group) • Picturesque landscape for photos • Parking for guests • Client to provide anything necessary for the ceremony such as chairs, decorations, etc. RFV does not supply chairs, tent, additional decorations, etc • Each additional hour needed for Barrel Room is \$75/hour • Each additional hour needed for Patio is \$75/hour • Additional \$250 wine minimum applies 	<p>Includes:</p> <ul style="list-style-type: none"> • Outdoor ceremony space, Barrel Room and adjacent patio space for 12 hours of time (including set up and clean up time for group) • Outdoor grounds space near the onsite vineyard for reception + dance • Picturesque landscape for photos • Parking for guests • Client to provide anything necessary for the ceremony and reception such as chairs, decorations, tableware for meal etc. RFV does not supply chairs, tent, additional decorations, etc. • Additional \$750 wine minimum applies

RENTAL POLICIES

DATE AVAILABILITY & OUR FACILITY

DATE HOLDS

Rolling Forks Vineyards (RFV) will place a hold on up to one date for a period of one week from the day the hold was placed. If the potential renter does not put down the deposit within the week allotted, the date will be released without notification to the potential renter. It is the responsibility of the potential renter to contact Rolling Forks Vineyards with arrangements to put down the deposit.

DEPOSITS & PAYMENTS

We require a non-refundable deposit by electronic payment of 50% of the event fee, along with a signed contract to reserve your date. This deposit will be applied toward your final invoice. The date is not considered booked until a deposit and signed contract are received. Rolling Forks Vineyards reserves the right to book a date until the deposit is received. The final payment is due 30 Days prior to the event. You will receive 2 invoice following receipt of the rental agreement – one invoice will be for the non-refundable deposit due immediately, the second invoice will be for the final payment due 2 weeks prior to the event.

CANCELLATIONS

In the event of a cancellation, the winery will retain the full deposit amount. Should the facility be re- booked, all deposits will be returned in full. Rolling Forks Vineyards reserves the right to refuse service or to terminate an event at any time.

WEATHER

Most of the Rolling Forks Vineyards facilities available for events are outdoors, with no indoor back up option. We cannot be held responsible for inclement weather conditions. Events canceled due to inclement weather will have the option to reschedule on an available date. Completely canceled events will not receive a refund on the deposit.

OPERATING FARM WINERY

Rolling Forks Vineyards is an operating farm winery and vineyard. The production and sale of wine and grapes is the main objective of the winery. Therefore, RFV is not responsible for any disruption that may occur because of that process. The vineyards may be netted and equipped with bird scares from the beginning of August through the end of harvest, usually the beginning of October. The Tasting Room, Patio, and other outdoor venues will remain open to the public during operating hours or as seen fit. They are public spaces unless rented by the event.

FACILITY

Rolling Forks Vineyards hosts one wedding per day but reserves the right to book other events including but not limited to wedding rehearsals, groom's dinners, corporate groups, etc.

EVENT CONTACT

To ensure a quality event, only the persons listed on the contract have approval to edit and make changes to any event information with RFV staff.

WINE, EVENT PREPARATIONS & SETUP

WINE

For Ceremonies only, there is a \$250 wine minimum which is approximately 1 case (12 bottles) of wine. For Receptions the wine minimum is \$750, or approximately 3-4 cases of wine. Wine may be pre-purchased by the case for your event. The price of a case varies according to the wine selection. A 10% discount will be applied toward the cases of Rolling Forks Vineyard wine purchased. See wine list for pricing.

STATE LAW PROHIBITS RENTERS AND GUESTS BRINGING ALCOHOL ONTO ROLLING FORKS VINEYARDS PREMISES. ROLLING FORKS VINEYARDS is licensed to allow consumption of beverages provided by RFV. ROLLING FORKS VINEYARDS reserves the right to confiscate any alcoholic beverages that are brought onto RFV property. A \$500 service charge will be applied for any outside alcoholic beverages found on site not purchased at RFV. Minnesota State Law prohibits consumption of alcohol by those less than 21 years of age and RFV reserves the right to ID anyone when consuming alcohol. Any representative of RFV reserves the right to refuse service to anyone at any time. Failure to act responsibly and maintain self-discipline may result in removal from premises, legal intervention, or termination of an event. Due to health and insurance regulations, RFV cannot allow any leftover beverages, except for prepaid wine bottles, to be taken off the property. In addition, RFV will handle all beverage options for your event. Any bar service will end by 10 p.m.

WINE TASTING POLICY

Booked wedding couples will have the opportunity to taste RFV wines to choose their hosted wine selection. This wine tasting is complimentary to the bride and groom and must be done during normal Tasting Room hours.

WEDDING CONSULTATIONS

The renter will meet with an event consultant one time no sooner than six months from the event date. All meetings must be held by appointment made by renter at least two weeks in advance and are at the discretion of event staff office hours. All tours will happen during the scheduled wedding tour times.

EVENT LAYOUT

The event coordinator will provide a layout or layouts of the space/s rented. The renters must approve the layout/s 14 days prior to the event date. If a change from the approved layout is requested on the day of the event, a resetting charge will be added to the final invoice and charged to the credit card on file.

CEREMONY REHEARSALS

Ceremony rehearsals and rehearsal dinners are not guaranteed. Ceremony rehearsals are included at no charge but will be at the discretion of your event consultant and dependent on the timing of other events at the winery. Rehearsals must be scheduled with your Wedding Director at least three months prior to your wedding date. Additionally, rehearsal dinners are a separate rental at \$250 for 4 hours, and availability is based on other events booked at the winery and must have a separate rental agreement completed. Please inquire about caterer options.

PRE - EVENT DECORATING

Day-of event decorating is available between the hours 8 a.m.-5 p.m. on the day of your event with prior approval. Day-before event decorating is not guaranteed until 14 days prior to your event and until confirmed by your event consultant. Day-before decorating, if available, is also between the hours 11 a.m.-5 p.m. We caution decorating on the day before your event due to weather conditions – wind and rain – as well as being accommodating to other winery guests.

DECORATING GUIDELINES

When planning your décor, please follow these guidelines:

- RFV does not supply tables or chairs for ceremony, reception, or dance. Tables, chairs, and linens Located in the Barrel Room and Patio area must remain in those areas.
- The labor costs to remove any damage caused by decoration will be charged to your event. All decorating and candy station items must have the approval of an event consultant.
- Chinese lanterns are not permitted and are illegal in the state of Minnesota.
- Helium balloons are not allowed in the building, but if are used outdoors they must be securely anchored to a stationary object.
- Any decorating in the vineyards must not disturb the grounds or vines.

VENDOR DELIVERIES AND STORAGE SPACE

Set-up time for vendor deliveries should be coordinated with your event consultant. All vendor deliveries must happen on the day of your event. If scheduling requires day-before deliveries for vendors, prior approval from RFV must be obtained. Vendor deliveries are accepted at 10 a.m. or later the day of your event. This includes, but is not limited to, deliveries of cake, flowers, DJ equipment, decorations, etc.

Access to Rolling Forks Vineyards space is not guaranteed unless otherwise coordinated with your event consultant.

All items including (but not limited to) decorations, personal items, gifts or items other vendors supplied must be removed within 1 hour of the completion of your event, or by midnight the evening of the event, or a storage fee will be applied. Decorations or personal items may not be stored at RFV for later pickup, unless otherwise coordinated with your event consultant.

CATERING

Due to Department of Health regulations, all food provided for your event must be purchased by a company licensed by the State of MN.

MUSIC & ALCOHOL

Music and alcohol service must cease no later than 30 minutes prior to the end of the event or no later than 10 p.m. The DJ or band will have until midnight to remove all items from the premises, or an overage fee will be applied. No outside alcoholic beverages are allowed to be brought on to the premises. A \$500 fee will be applied for any alcoholic beverages not purchased by RFV to be found on site by renter's or their guests during the event.

STAFF

Rolling Forks Vineyards will provide alcoholic beverage service (beer + wine), equipment per the contract, landscape maintenance, and restroom maintenance.

SITE POLICIES

SMOKING/VAPING

Smoking is allowed only in designated areas. The designated smoking area is on the east side of the winery. The Vineyards, buildings and patio spaces are smoke-free areas, which includes vaping. Vaping is not permitted indoors.

ANIMALS AND PETS

Animals are permitted on Rolling Forks Vineyards premises in designated areas. Owners of animals must properly dispose of their animal's waste. Animals may not be left fastened to objects outside Rolling Forks Vineyards while the owner/caretaker is inside the building. The Winery is in no way responsible for the actions of animal(s), wild or domestic or insects of any kind, or any disruption, inconvenience or injury that may occur because of their action(s). Service animals and on-duty police dogs are permitted on premises while performing their duties.

PERSONAL ITEMS

Rolling Forks Vineyards is not responsible for lost or missing personal items on the RFV property. A lost and found box will be kept and found items will be labeled with the event date. If the lost or missing items are not claimed within 30 days, RFV will dispose of or donate the items.

CONDUCT

In the effort to provide an enjoyable safe environment for all our guests, Rolling Forks Vineyards reserves the right to ask guests to leave that wear indecent attire, exhibit nudity and/or behave violently, vulgarly or offensively toward others, or are witnessed consuming outside alcohol brought on site. The police may be asked to intervene at our discretion and no refunds will be granted if a group is asked to leave due to these issues.

MISCELLANEOUS POLICIES

Rolling Forks Vineyards practices a high level of environmental sustainability, and we hope you can support that mission while at the winery. Please refrain from throwing rice, birdseed, potpourri and confetti on the property. No individual silk or fabric flower petals are allowed on the ground. Children under 10 must be supervised, and are asked to keep off the ropes, rocks, and refrain from throwing rocks. Absolutely no adhesive, tape, nails, screws etc. are allowed to be fastened to any walls, ceilings, or furnishings within any part of the winery or outside structures (rented or owned by Rolling Forks Vineyards) without explicit prior approval. Renter will be responsible for any damage.

PHOTOGRAPHY RELEASE

By signing the rental contract, the client consents that Rolling Forks Vineyards, its employees, or agents have the right to take photographs of your event. The client also gives Rolling Forks Vineyards permission to use these photos in any and all media, now or hereafter known. The client releases to Rolling Forks Vineyards, its agents, employees and assigns all rights to exhibit this work in any form publicly or privately. You waive any rights, claims, or interest you may have to control the use of your identity or likeness in whatever media used arising out of this rental contract. You understand there will be no financial or other payment for recording your event, either for initial or subsequent transmission or playback.

We would also ask that you share 5-10 of your favorite professional photos taken from your event here at Rolling Forks Vineyards, and include a release provided by your photographer to use in promotion of future events.

INSURANCE REQUIREMENTS & FEES

SPECIAL EVENT INSURANCE

The host of wedding receptions (The Reserve package) are required to get a liability insurance policy and present it to their Wedding Director at least 14 days prior to their event. The policy is required to have the following:

\$1,000,000/occurrence & \$2,000,000 general aggregate Rolling Forks Vineyards listed as additionally insured Hosted Liquor Liability

DAMAGE FEES

Rolling Forks Vineyards reserves the right to charge the appropriate fee for any damage to the property. Any damage done to RFV property or equipment will be repaired or replaced at the renter's expense. RFV will send an estimated bill to the renter and charge the credit card on file for any damages. Any trash found following the event will be subject to a \$250 clean up fee.

TAX & SERVICE CHARGE

RFV does include an automatic 18% gratuity on event rental invoices. The gratuity will be dispersed to Hospitality Staff, Bartending Staff, and Facility Staff at RFV. Appropriate tax will be added to the taxable items sold at a rate of 6.875 percent (or current Minnesota sales tax) or 9.375 percent Minnesota liquor tax. Tax will be denoted on your invoices.

OTHER

FORCE MAJEURE

Rolling Forks Vineyards shall not be liable in damages for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to: Acts of God or public enemy, flood, lightning, drought, earthquake, fire, landslide, hurricane, cyclone, tornado, explosion, civil disturbance, terrorist act, military action, action of court or public authority, strike, work-to-rule action, go-slow or similar labor difficult, government restrictions (including the denial or cancellation of any liquor, export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of RFV. Rolling Forks Vineyards will exercise commercially reasonable efforts to mitigate or limit damages to you and will, to the extent we are able, continue to fulfil our obligations under these policies.

RELEASE OF LIABILITY AND ASSUMPTION OF RISK

Rolling Forks Vineyards and its employees and agents are released from liability for any injury, disability or property damage or other claim that might be incurred during or because of dancing, alcohol consumption or other physical events at your wedding or event. The signor understands and agrees that this operates as a full assumption of responsibility and risk for injury, property damage, and all other claims arising out of your wedding event and this release of claims and liability is intended to be as broad and inclusive as is permitted by the law of Minnesota.

SERVABILITY

If any provision of this Agreement is held invalid, illegal, or unenforceable, the validity, legality, and enforceability of remaining provisions of this Agreement are not affected or impaired in any way.

PRICES AND POLICIES

Prices are subject to change due to market prices and number of guests. Prices can be guaranteed six months before the event date. Policies are subject to change at any time at the discretion of RFV management.

Please contact the RFV Event Manager with any additional questions.

MELANIE CIHLAR,
CO-FOUNDER/GENERAL MANAGER

P: 320-634-7655 ext. 1003

E: info@rollingforksvineyards.com

Thank you for choosing Rolling Forks Vineyards!

WEDDING RENTAL AGREEMENT

2024 EVENTS

A rental agreement must be signed, all pages initialed, as well as appropriate deposits submitted in order to confirm WINERY rental. This agreement is void if not returned within two weeks of issuance.

This Agreement serves as a contract between WINERY and CLIENT.

CLIENT INFORMATION

Clients' full names (Both parties): _____
Mailing Address: _____
City, State, ZIP: _____
E-Mail Address: _____
Cell Number: _____

EVENT INFORMATION

Date and Time of Event: _____
The Melodia: Site Photos \$250 _____ Wine Barrels \$50/Barrel (4 available) _____
The Ruby: Wedding Ceremony \$1,250 _____
The Reserve: Full Day \$4,000 _____
Event Total \$ _____
Group Name: _____
Contact Person: _____
Estimated number of people: _____

_____ I acknowledge meals and snacks need to be provided by a MN licensed catering company or prepared in a licensed kitchen and no outside food or beverages are allowed. A \$500 fee will be applied for any outside alcoholic beverages to be found on site.

Contracted Catering Co. and phone # _____

CREDIT CARD INFORMATION - for additional rental fees

Name on Credit Card _____ Credit Card Number _____
Exp Date (*must be valid 30 days post event) _____ Sec Code _____ ZIP _____

I, the CLIENT, have read and understand the Guidelines and Rental Agreement. Any additions, deletions, or revisions must be made in writing and approved by both parties. This Agreement constitutes the extent of obligation of WINERY and I agree to abide by the outlined terms. The Agreement and Guidelines contained in the Agreement are to reserve the event date and space for the Responsible Party.

	Rolling Forks Vineyards, LLC Representative
Client Name: _____	Name: _____
Client Signature: _____	Signature: _____
Date: _____	Date: _____

For RFV ONLY:

Deposit Received \$ _____ Date: _____ By: _____

Final Payment Received \$ _____ Date: _____ By: _____



ROLLINGFORKSVINEYARDS.COM
21505 SELNES ROAD, GLENWOOD, MN
TASTING ROOM : 320-634-7655