



NAME OF RENTER _____

DATE OF EVENT _____

WEDDING CEREMONY & RECEPTION AGREEMENT

2368 Able Blvd. | Inwood, Iowa 51240 | 712.753.2110 | events@calicoskieswine.com | www.calicoskieswine.com

General Information.

Calico Skies is available for wedding ceremonies and receptions Friday and Saturday. Ceremony and receptions can take place between 5:30 p.m. and 12:00 midnight Fridays, 5:30 and 12:00 midnight Saturdays. Contact winery to request additional dates and/or times. ***OUR TASTING ROOM HOURS DO NOT CHANGE, WE ARE OPEN TO THE PUBLIC WED THRU FRIDAY 11-7PM SAT & SUN 11-6PM.**

ITINIARY OPTIONS - CEREMONY AND RECEPTION | FRIDAY - \$3250 | SATURDAY - \$4250**Place of ceremony.****Outdoor Vineyard Wedding**

The most romantic setting for your wedding. At the right are general guidelines of stages of growth so you can get an idea of what stage of growth the vineyard might be in at your time of wedding.

Mid-April to mid-May	Budbreak.
End of May	Shoots should be 10-16"
June through July	Vineyard should have rapid shoot growth.
August	Growth should begin to slow.
End of September	Should start to see fall colors, and fall after first frost.
November	Dormancy.

Place of reception. Sky Room This is our 49x72 ft. events center. Perfect for an elegant evening with a guest list of 250 to 300. Situated on the West side of the building, the sunsets will be sure to add to the ambiance.

Inclusions.

- One meeting to discuss details and floor plan for the day.
- Tables, chairs, and linens for indoor use.
- Our staff will set up tables and chairs.
- Upper loft for Bridal Day Suite

- Pergola available for ceremony.
- White folding chairs for ceremony.
- Cups for wine, champagne, and cider
- Caterers use of kitchen.
- Access to areas of Vineyard and Winery for professional photography images.

Set Up.

Tables and chairs are available for use during your event. A time must be arranged for decorating. Tape, staples, or other damaging adhesives **MAY NOT BE USED ON WALLS** in facility. Floor plan must be provided and approved at least one week before event.

- 38 5 ft. round tables that seat 8-9 guests. (Indoor use)
- Eight 8 foot rectangular tables. (Indoor use)
- 300 folding chairs. (Indoor use)
- 300 white folding chairs for wedding ceremony. (Outdoor use/winery staff will set up and take down the day/evening or your event.)

Retainer and Rental Fee.

To save the date of your event, half of total site rental will be required at signing of contract as a **non-refundable** Retainer, and the remainder of the rental will be due 90 days prior to event. **payments made are not refundable upon cancellation of the event.**

Music and Entertainment.

Entertainment must cease playing by 11:30 p.m. allowing time to dismantle equipment and be off the premise by 12 midnight. Bubble machines, fog machines, dance wax or any other compound spread of the floor is not allowed.

Start Time of Event.

If the event begins before 5:30 p.m. a \$400 fee will be charged initially and for every hour before 5:30 (Our public hours still will not change) Example- if you start at 4:30pm its and extra \$400, if you start at 4 its \$600, 3:30 is \$800, 3 \$1000

Renter's Initials _____

Rental.

Half of total rental fee (non refundable Retainer) is due at signing of contract, total fee is due 90 days prior to event, this is non-refundable and the date is non-transferrable. If renter cancels, the entire amount paid will be forfeited. Calico Skies Vineyard and Winery retains the right to rent the facility in the event a cancellation occurs. Calico Skies cannot and will not be responsible for acts of God, inclement weather, or renters change of plans.

A credit card number is required to be on file for any additional charges that may be incurred.

A Winery Staff member will be on property the entire duration of the event.

Renter's Initials _____

Damage Deposit and Breach of Contract.

A breach of contract occurs if agreed upon times are exceeded: for example, if the building and property are not vacated by 12:00 midnight or if the event is scheduled earlier than arranged or if there is any damage to the facility. Client, guests, and all services must be out by 12:00 midnight. Guests should be notified of these hours.

Renter's Initials _____

Wine and Other Alcohol.

All alcohol served must be purchased from Calico Skies Vineyard and Winery.

Bottled beer can be purchased by the bottle through the tasting room at retail price. Wine can be purchased by bottle or glass during event at regular retail price. Champagne must be purchased through winery 2 (two) weeks in advance.

Renter's Initials _____

THERE WILL BE NO OTHER ALCOHOL BROUGHT IN (anywhere on our property) BY RENTER OR GUESTS.

Alcohol may only be consumed in designated rented space. A BREACH OF CONTRACT OCCURS IF LIQUOR IS FOUND ON PROPERTY OR BEER BROUGHT IN. GUESTS MUST BE NOTIFIED OF THE ABOVE.

By law, no one under 21 may consume or taste alcoholic beverages. The winery management may ask guests for identification to verify age. Calico Skies Winery Reserves the right to ask the entire party to leave if a minor is consuming alcohol or an adult is providing alcohol to a minor. The party renting the facility shall ensure that no underage drinking is allowed. Calico Skies Winery assumes no responsibility or liability for underage drinkers.

Renter's Initials _____

Other Beverages.

Non-alcoholic beverages may be brought in at no additional charge. Calico Skies will not be responsible for distribution of these beverages.



Facility.

Calico Skies reserves the right to adjust floor plan as needed to allow for traffic flow and adequate seating. Tables and chairs are available and free for renters use. Table Linens are available for an extra cost \$10 per table linen. Dishes, glasses (other than wine glasses), silverware, and centerpieces are renters responsibility. There will be a \$12 charge for glasses broken during the event or taken off premise without purchasing. This will be deducted from the damage deposit.

Arrangements must be made with Calico Skies regarding set-up and tear down times for all of your vendors, (cake, flowers, DJ/ Band, caterers, etc.). Silk flower petals, confetti or sprinkles may not be used outside during the ceremony.

Renter's Initials_____

Caterer.

Calico Skies Vineyard and winery requests that only professional caterers be used. Calico Skies will not be held responsible if caterer cancels and no refunds will be given in the event that the caterer cancels. The kitchen is not meant for cooking, rather it is meant to be used by the caterers as a staging area. **Open flames are NOT allowed.**

Renter's Initials_____

Additional Amenities Available for Rent.

Screen and Projector | no charge | Winery Staff asks that material to be shown be provided at least a day in advance of event to ensure compatibility.

Other.

Calico Skies Vineyard and Winery is a smoke free facility. Smoking will be allowed only in designated areas and butts will need to be placed in the appropriate disposal unit.

For the safety of guests, we require event activities to take place in designated rented areas, unless otherwise specified prior to event. The professional photographer can discuss with Calico Skies which areas are desired for professional images.

CHILDREN MUST BE SUPERVISED AT ALL TIMES DURING EVENT. Children are not allowed upstairs during event.

Please do not allow children to have chewing gum. All items left on the premises after event will be removed to the dumpster, unless prior arrangements are made.

Calico Skies Vineyard and Winery will not be held liable for injuries or property damage/loss to others during events, including, but not limited to: death, personal injury, property damage, or any other incident that may occur to any person(s) by use of the building and premises during the term of this agreement. The term of the agreement starts when the first representative arrives on property and concludes when the last person leaves the property.

Renter's Initials_____

Damage Deposit.

A security deposit of \$500 will be charged at the final meeting via Credit Card or Check. IF The Security Deposit is charged, it will be refunded to renter via check if nothing is damaged or no breach of contract occurs.

Examples:

-Damage to Calico Skies property, alcohol brought in (\$10 per beer, \$30 per Wine/Champagne bottle, \$50 per liquor bottle, ect..

*Calico Skies will be contacting the renter prior to the event to set up a two week appointment to finalize details.



Event Date:

Credit Card # *(required)* ____MC ____VISA ____DISCOVER

Names of Couple:

Expiration

V-Code

Address:

City, State, Zip:

Signature

Phone:

Cell Phone:

E-mail Address:

Time of Event:

Total number of People:

Thank you for renting our Calico Skies facility. By signing this Agreement, you are obligated to honor this Agreement with Calico Skies Vineyard and Winery, Inc. Calico Skies Vineyard and Winery is available for rent to promote the sale of Calico Skies Wines as a value-added agriculture product.

Calico Skies Winery is primarily a wine producing facility. Wine producing and promoting activities take priority over all other events.

Times agreed upon in this contract will be honored by Calico Skies. We expect you to also honor the time agreed upon in this contract.





Calico Skies

VINEYARD AND WINERY

CEREMONY AND RECEPTION AGREEMENT

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AUTHORIZATION

CALICO SKIES VINEYARD AND WINERY, INC. RESERVES THE RIGHT TO CHANGE THE CONDITIONS OF, OR CANCEL THIS AGREEMENT UP TO 60 DAYS PRIOR TO RENTAL. ALL DEPOSITS AND PAYMENTS WILL BE RETURNED IN THE EVENT CALICO SKIES VINEYARD AND WINERY CANCELS THE EVENT.

I _____ have read and agree to all terms in this contract. Date: _____
(Renter's Signature)

Calico Skies Vineyard and Winery, Inc.

_____ Date: _____
(Authorized by:)

Thank you for renting our facility at Calico Skies Vineyard and Winery!
Following, is a checklist to help you with your special event.

DATE COMPLETED

CHECKLIST

- _____ Agreement Signed.
- _____ Half of Total Site Rental Paid.
- _____ Credit Card on File.

90 Days Prior to Reception

- _____ Remaining Site Rental Fee Paid.

2 Weeks Prior to Reception

- _____ If possible, meet with Calico Skies to make final decisions.
- _____ Decorating times arranged with Calico Skies Winery Staff.
- _____ Caterer has contacted Winery.
- _____ DJ or Band to finish at 11:30 p.m.
- _____ Other vendors have contacted Winery for set up times. | Cake, DJ/Musician; etc.
- _____ Have enough non-alcoholic beverages for the duration of the wedding and reception to keep guests comfortable.
- _____ Post Reception Arrangements made. | Taking down decorations picking up, etc.

