



SPECIAL EVENT RENTAL AGREEMENT

Responsible Party

Name: _____

Email: _____ Phone Number: _____

Event Details

Date: _____ Start Time: _____ End Time: _____ Number of Guests: _____

Space to be rented (check one):

	North ½ of Bier Garten*	No Dedicated Bartender	\$50/hour
	North ½ of Bier Garten* & Back Bar	Dedicated Bartender	\$50/hour plus a one-time \$50 Set Up/Break Down Fee
	North East Corner of Tasting Room	No Dedicated Bartender	\$50/hour
	Entire Facility (closed to the public)		\$100/hour plus \$10 per person to be offset by the bar tab plus 20% gratuity

* The fire pit is excluded if the event is held on a Friday or Saturday night.

Catering/Food: Events may be catered or have food brought in by the event organizer, and a list of recommended caterers is available upon request.

Furnishings: All rental areas include tables, chairs and trash receptacles. These may be removed and stored at no extra charge, but Southern must be notified in advance. Southern has 3 8ft banquet tables, table clothes and chairs available to rent. The rental fee for a set up of 1 8ft table, a cloth and 8-10 chairs is \$50, which includes set up and break down. You can also select a vendor outside of Southern for your needs.

Alcohol Rules & Restrictions: *Under no circumstances can outside alcoholic beverages be brought onto the site for any event.* All alcohol purchased at an event must remain in the building and inside the fenced area on the property. The parking lot and surrounding grounds are not wet zoned. *Under age consumption of alcohol is strictly prohibited and illegal. Parties are subject to being shut down and asked to leave the premises should such an incident occur.*

Purchase of Alcoholic Beverages: The following options are available for the purchase of alcoholic beverages.

Beverage Purchase Options (check one):

	One tab with unlimited purchases with a held credit card. (20% gratuity applied)
	One tab with a dollar limit with a held credit card. (20% gratuity applied)
	Drink tickets issued by the host for which each drink is added a credit card tab as the tickets are redeemed. (20% gratuity applied) Guests are responsible for additional purchases.
	Individual purchases/tabs by guests.

Beverage Selection: The beverage menu provided to parties with a dedicated bar and bartender can be selected from the full menu to include a maximum of 6 beer selections on tap and the full wine menu.

Deposit: All special events are subject to a \$50 deposit. This deposit confirms your rental of the space at said time and date and also serves as a security deposit. The deposit will be put towards the total cost of the event, assuming all stipulations have been met. Reasons that a deposit may be forfeited include but are not limited to: damage to the space, cancellation of event within 10 days of event and excessive clean up.

Payment: The balance due (total rental fee less the deposit) is due at the conclusion of the event and can be paid in the form of a check or credit card. (Returned checks are subject to a \$30 fee.)

Cancellations: It is the responsibility of the signer of the Special Event Rental Agreement form to inform Southern Brewing & Winemaking if an event is cancelled. In order to receive a refund on the deposit, notice of cancellation must be received at least 10 days prior to the scheduled event.

Responsibility: The signer of the special event application, who must be 21 or older, is responsible for the orderly conduct of the group. In the event of any damage to Southern Brewing & Winemaking property and/or equipment, that individual or the company they represent will be liable.

TO BE COMPLETED BY STAFF

Rental Calculation

$$\frac{\text{Rental Rate}}{\text{Hours Rented}} \times \text{Hours Rented} + \text{Set Up Fee (if applicable)} = \text{Total Rental Fee}$$

If renting the entire facility, the following applies;

$$\begin{matrix} \$10X & & & & & & \\ \text{No. of} & \text{Total Drink} & + & \text{20\%} & = & \text{Total} & - & \text{Actual} & = & \text{Total Bar Fee} \\ \text{Guests} & \text{Fee} & & \text{Gratuity} & & \text{Bar Fee} & & \text{Bar Tab} & & \text{(If Applicable)} \end{matrix}$$

Less Deposit: _____

Balance Due: _____

Date: _____ Initials: _____

Staple deposit receipt to agreement.

Notes: _____

I have read and fully understand the policies, rules, and disclaimers pertaining to the use of the Southern Brewing & Winemaking space. I agree to be responsible for complying with them and making all payments as called for herein.

Printed Name: _____

Signature: _____

Date: _____