



Round Lake
VINEYARDS & WINERY, LLC
Wedding and/or Reception Venue
Agreement
Year: 2019

This Agreement is made effective _____ (date) by and between Round Lake Vineyards & Winery, LLC (WINERY) and _____ (CLIENT). The CLIENT represents that they desire to hold a ceremony and/or reception (EVENT) on _____ (date) at WINERY.

Therefore, the parties agree as follows:

1. CELLAR CEREMONY \$275 with rental of Cellar for Reception:

_____ April-October: \$1.65 per chair with up to 300 chairs available.

_____ November- March: \$1.10 per chair with up to 200 chairs available.

Location: Lakeside facing lake (east) or lakeside facing wetlands (south).

Includes: Wireless mic, lavalier mic and Event Planner coordination.

2. VINEYARD CEREMONY & WINE SOCIAL \$600 for 3-hour duration (\$110 per hour thereafter):

_____ April-October: \$2.15 per chair with up to 300 chairs available.

Location: Vineyards.

Includes: Remote wired mic and PA system and Event Planner coordination.

Plus Bar Minimum: 1 case of wine per 50 adult guests

3. RECEPTION IN THE CELLAR:

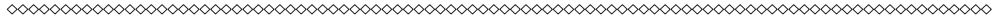
_____ April- October: Rental of building 10AM-12AM, \$3250

_____ November- March: Rental of building 10 AM- 12 AM, \$1825

Includes: 60" round tables and/or 8' long tables set up, banquet chairs, video & sound system, fire table use, wine barrels that are available, tea house until the start of the dance and Event Planner coordination.

Decoration set-up is under responsibility of CLIENT. Chair and table setup is responsibility of winery.

Bar Minimum: \$1,500; 6 case wine purchase is required at a 10% discount (no other discounts apply). The remainder can be used for pre-ordered kegs, signature drinks, pop and water.



4. ADDITIONAL OPTIONS:

Please note: Additional options do not have to be finalized when placing rental of space and can be determined up to 5 weeks prior to event.

_____ BARREL ROOM: \$275.

_____ RISERS: \$225. Risers are used for reception to raise head table. 24' X 8' X 15" tall. Six risers available, for up to three 8' tables, 12-14 people at head table.

_____ GEM: \$50/hour. This is a limousine golf cart which seats 5 guests to be driven up from parking area to event and to shuttle to vineyard for photographs. Driver provided. (Available April-October). Minimum of 2 hours.

_____ DAY BEFORE DECORATING: If room is available, CLIENT can come in to decorate room the day before for \$150 for 4 hours to be done before 4 PM. (Check with Event Planner to see if room is open).

_____ Guaranteed availability: CLIENT has access from 2 pm – 9 pm the day before for decorating and rehearsal \$525.
Plus Bar Minimum: \$250
Plus Food Minimum: \$500

_____ REHEARSAL MEAL: Rental space may be available for a charge. Discuss options with Event Planner.

_____ Promotional Items are available upon request: anything with your names printed on it, initials, or sayings.

Additional Options Approved by: _____

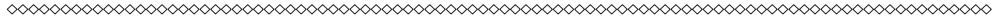
CLIENT Signature: _____ Date Decided: _____

The CLIENT is responsible for setup and tear down of any outside rented items by the CLIENT. ALL decorations, linens, and gifts MUST be off tables by 12 AM the night of the event. During transition time, after dinner and before the dance, if CLIENT should want dance inside, CLIENT is responsible for removing personal items from the tables that are to be removed for dance. WINERY staff will remove the tables and wine glasses.

An 18% service fee is applied to all food and liquor purchased from WINERY and has complete discretion as to its use and distribution. There will be a 6.875% (or current MN/County sales tax) sales tax applied to all food, beverages, and gratuity. There will be a 9.375% (or current MN/County liquor tax) liquor tax applied to all alcohol purchases.

The CLIENT agrees to pay a non-refundable RENTAL DEPOSIT of 30%. This payment is for the use of the venue for the specified date of EVENT and is payable at the time of agreement signature. If for any reason, the WINERY is unable to fulfill its obligation under this agreement, the entire deposit will be returned with no further penalties or liabilities.

The CLIENT agrees to pay a refundable DAMAGE and incurred costs day of event DEPOSIT of \$1500 (to be paid by separate check or money order). This is due at the time of agreement signature. This check will be shredded up to 2 weeks after the event has been held if no damage was found.



TIMELINE:

- At agreement signing:** Signed agreement is due
30% non-refundable rental deposit
Refundable damage and unforeseen costs deposit

- Five weeks prior to event date:** Total guest count is due
All food, beverage and event details are due
Rental price paid in full
Wine tasting due
Wine and keg balance is due
All Additional Options will be finalized
Bar options will be finalized

- Two weeks prior to event date:** Final counts provided to WINERY
Remaining balance for the event is due

Forms of payment accepted: Cash, Check or Money Order. If wine commitment is purchased via the tasting room, a credit card may be used. This should be coordinated with the Event Planner.

Any additional charges incurred during the event that exceed those deposits and payments previously paid will be settled via an invoice within two weeks of the EVENT.

The pricing in the agreement is in effect for the agreement year thru June 15th of following year. If your event falls after June 15th of the next year, an updated agreement will be sent, and those rates will apply. Thus, this agreement is allowing you to lock in your event date by putting down the majority of your down payment.

5. DATE CHANGES:

In the event the CLIENT is forced to change the date of the EVENT, every effort will be made by WINERY to transfer reservations to support the new date. There may be an additional cost for this date change based on agreement pricing at time of the new date decision. No date changes accepted within 90 days of EVENT.

6. CLIENT CANCELLATIONS:

In the event of a cancellation, RENTAL DEPOSIT IS NON-REFUNDABLE.

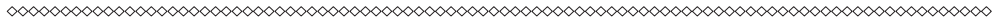
7. UNFORSEEN EVENTS

The CLIENT cannot hold WINERY responsible for failure to provide the basic facilities and services due to emergencies, catastrophes or interruptions of public utilities. If an Act of God were to occur preventing the event from taking place as scheduled, WINERY will allow for the event to be rescheduled, pending availability, with no penalty. Last minute cancellations of the outdoor site due to inclement weather will not be considered for refunds.

8. RENTAL SPACE:

The CLIENT understands that they and their invited guests will abide by winery requirements while on the property to include but not limited to the following:

- The rented space is available for reservations from 10:00 AM to 12 AM. Rental hours must be confirmed with the Event Planner and indicated on your rental agreement.
- Photos before ceremony at the winery is allowed but requires coordination times with our Event Planner.
- **All activities must end at or before 11:00 PM, including music. Last call for alcohol sold will be no later than 11:15.**
- All guests should vacate the grounds and parking area by midnight and no later than 1 AM.
- All vehicles are required to be removed from the site no later than 9:00 AM the day following your event.
- By 12 AM, all personal items, decorating, party accessories, catering must be removed from buildings.
- All rental equipment or supplies must be delivered and picked up on the day of the rental during the rental hours.



- Event Planner must approve, in writing, any arrangements for early or late delivery/pickup, fees may apply. If the space is available, the day before. Final determination about early use will be made before the event, based on availability.
- Placement of all non-winery equipment including tables, tents, catering equipment, etc., must be approved by WINERY management.
- Decorations will be allowed only to the extent they are removable and not adhered to any walls, woodwork, or ceilings inside the facility in any way that would cause damage.
- Only electric candles are approved for use in ballroom and patio areas. No open flames are allowed including matches, lighters, candles, or burners, except by insured caterers. Smoking and open flames are allowed in designated smoking areas or with special permission by management. Children are not allowed to play with patio fire table.
- All catering services must be removed when caterer leaves. Extended beverage service must be approved by WINERY in advance.
- NO RICE, BIRDSEED, SILLY STRING, BUBBLES, CONFETTI or GLITTER is allowed inside the building or on the grounds.
- No outside food or beverages may be brought in. ALL alcohol must be purchased through WINERY. All food and other beverages must be provided by licensed caterer or WINERY only.
- Approval for specific decorations may be granted in the sole discretion of the Event Planner.

9. RULES AND REGULATIONS:

The following is a list of rules and regulations to be upheld by CLIENT, which includes all event planners, wedding coordinators and vendors who are involved in the planning and execution of the EVENT on the premises of WINERY.

- Children are the responsibility of their parents or guardians and must be supervised at all times.
- No pets are allowed during private events, unless special arrangements have been made.
- Smoking is allowed in designated areas only. WINERY requests that you dispose of used cigarettes, cigars, and other tobacco products in the appropriate receptacle.
- All electrical outlets on the property are available for use by the EVENT parties and their vendors. The parties are welcome to inspect the locations and numbers of outlets prior to booking.

10. VENDORS

- CLIENT may select any vendor that is approved by WINERY. Vendors must be licensed by governing authorities and carry liability insurance. Certificate must be provided one month prior to the event.
- Your catering company is responsible for the set-up, break-down, and clean-up of the catered site.
- Please allow appropriate time for break-down and clean-up of event space.
- All event trash must be disposed of in the designated areas after the event.
- ALL vendors (florists, bakers, musicians, rental company etc.) must adhere to the terms of our guidelines, and it is the client's responsibility to share these guidelines with them.

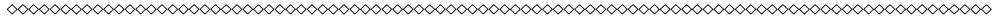
11. COURTESY PROTOCOL:

WINERY reserves the right to request any person or group of people acting unruly and contrary to rental regulations to leave the premises. Assistance from law enforcement agencies may be acquired if this request is not met immediately.

12. LIABILITY:

The CLIENT cannot hold WINERY, its board of Governors, staff and volunteers liable from suit, actions, damages, and expenses regarding personal injury, illness, or property damage or theft resulting from the use of any facility at WINERY or on estate grounds.

We require a General Liability Certificate of Insurance covering the date of the event in the amount of \$250,000 naming WINERY as an additional insured and must be received 2 weeks prior to the event. A general liability certificate can usually be obtained from your insurance or online broker.



13. BAR OPTIONS & POLICIES:

Please note: Bar options do not have to be finalized at agreement signing and can be determined 5 weeks prior to EVENT.

Wine Purchase:

There is a minimum of wine that must be purchased by CLIENT:

1 case (12 bottles) of wine per estimated 50 adults.

If event has less than 50 adults, one case of wine is required.

(A case discount is 10% off retail price. If CLIENT is a flock wine club member, wine club discount will apply)

Wine tasting needs to be scheduled with CLIENT a minimum of 5 weeks in advance to make wine selection for the EVENT. This is a private, complimentary wine tasting for the bride, family, or attendants, and is offered for up to 5 people. More may join and purchase, although space is limited. Wine chosen must be paid for at this time.

Hard liquor, bottled/canned beer, and keg options available upon request. These must be requested 5 weeks in advance. No blender or ice cream drinks available. In accordance with MN law, any special-order item not consumed are owned by WINERY. If returnable to the vendor a refund may be provided less a restocking fee of \$75 per item.

14. ENTIRE AGREEMENT:

This Agreement contains the entire agreement of the parties above, and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

15. AMENDMENT:

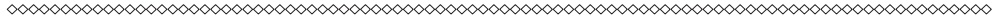
This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

16. SERVERABILITY:

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

17. WAIVER OF CONTRACTUAL RIGHT:

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.



RENTAL AGREEMENT

YEAR: 2019

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.

CLIENTS full names (Both parties): _____

Mailing Address: _____

City State, Zip code: _____

Email address: _____

Cell Number: _____

Date of Function: _____

Time of Function: _____

Group Name: _____

Contact Person: _____

Estimated Number of people: _____

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.

CLIENT Name:

PRINT: _____

SIGNATURE: _____

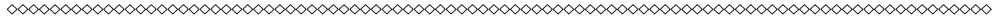
DATE: _____

Round Lake Vineyards & Winery, LLC. Representative Name:

PRINT: _____

SIGNATURE: _____

DATE: _____

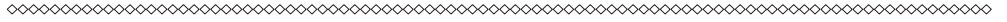


GROUP NAME: _____

AGREEMENT RECAP (All Estimates):

Rental Options

- Cellar Ceremony \$ _____
- Vineyard Ceremony \$ _____
- Reception in the Cellar \$ _____
- Barrel Room \$ _____
- Risers \$ _____
- Gem \$ _____
- Hanging Approved Items from Ceiling \$ _____
- Day Before Decorating \$ _____
 - Guaranteed Availability \$ _____
- Rehearsal Meal \$ _____
- Receptions Meal \$ _____
- Day of breakfast/lunch/drinks \$ _____
- Promotional Items \$ _____



Bar Options & Policies

Wine Purchase \$ _____

Keg Purchase \$ _____

Number of kegs: _____

Name of beer: _____

Alcoholic Purchase \$ _____

Open Bar for Set Dollar Amount \$ _____

Open Bar for Wine Purchased, Plus Cash Bar

Open Bar for Kegs and Wine Purchased, plus Cash Bar

Drink Tickets \$ _____

Other Option: _____ \$ _____

Pop and Water \$ _____

Coffee \$ _____

Estimated Total \$ _____