**Vizcaya Winery**

**Wedding Rental Contract/Policy**

Vizcaya Winery grounds and can be rented for your Wedding. Rental dates are on a first come first serve basis. A non-refundable 50% deposit of the rental fee will reserve your date. An additional/refundable $500 cleaning/damage deposit will be charged with the remaining rental/wine balance and is due one month before the event.

**Rental Charges are:** Up to 75 people $1500 More than 75 people $2000

**Rental Fees include:**

* Use of the grounds for event and rehearsal (rehearsal dinner must be pre-arranged with Vizcaya)
* 18 x 36 Pavilion(lighted)
* 20 - 4’ round tables and 150 chairs (stored outside and will need cleaned)
* Raised Deck (18 x 24 not covered) only available on non-business days or if the Pavilion is not used
* Power outlets
* Parking (for up-to 50 cars)

**Not included:**

* Tasting Room
* Processing Building/Barrel Room
* Case Storage Barn
* Tents or shade awnings
* Tables and chairs (only as listed above)
* Table linens
* Wine glasses or wine bottle opener
* Propane heaters
* Water (Bottled water will need to be supplied for your guests)
* Nighttime lighting (only lights are in picnic shelter, plan the time of your event accordingly)
* Setup and cleanup of your event
* Bartending services

Part of this rental contract is the **purchase of two cases, up to 75 people, or 3 cases for over 75 people, of Vizcaya wine at 15% discount**. The cases can be mixed. No guarantees on availability of specific vintages/varietals, unless set aside at time of rental with a non-refundable 50% deposit. With advance notice Vizcaya can supply beer, but **no out-side wines, beer, or liquor are allowed**. If outside alcohol is discovered the violator **WILL BE** asked to leave the premise. If we discover that you had out-side alcohol on site, we will **NOT refund** your damage deposit. Vizcaya will not purchase beer to the exclusion of wine, for every case of beer purchased, an **additional two cases of wine** will need to be purchased. Vizcaya will not be on site to check your guest for age requirements. Please ensure that a server checks all IDs and that no one under the age of 21 drinks any alcohol.

**Music** can be played at your event (Band, DJ, etc.), but must be shut down by 10:00pm. You are expected to keep the noise at a respectful level for our neighbors.

You can **start the setup** for your event anytime on the **day of** your event. Setup includes cleaning of table and chairs, which are stored outside. Cleanup is expected to be done on the day of your event. Late evening events can be cleaned up before 11:00 am on the following day. Clean up includes re-configuring table setup under the pavilion as we had it. We recycle bottles, so empty bottles can be brought into the tasting room or left by the trash dumpster. All trash must be put into the trash dumpsters. Please inform your guess to not throw rice or anything that can’t be cleaned up. If cleanup is not done by 11:00 am on the following day, the $500 deposit will not be refunded. The refund will only be processed after Vizcaya owners have verified that no damage was done to the site, usually within 2 weeks.

**Vizcaya Winery is not responsible for any property damage** or loss either caused by or upon any member of the booking party or their guests. Any reimbursement for damage or injury incurred, including to Vizcaya property, will be the responsibility of the person booking the event. It is strongly advised that you get **event insurance** from your insurance agent.

Large weddings, more than 100 people, will need to supply parking/carpooling for the extra cars. Also, you will need to bring in a porta potty for every 50 additional people over 100.

**Vizcaya Winery will stay open during our normal business hours** (Thursday thru Sunday, noon – 6:00pm). You are welcome to plan your event during this time, but non-guests may be present. If you plan your event, including your rehearsal, for a non-business day for Vizcaya you will receive a **15% discount**. Your guest are welcome to come in and purchase wine, but no wedding preparations allowed inside.

Weather conditions can’t be predicted. **Vizcaya Winery is not responsible for the weather.** Use of Vizcaya’s inside buildings is not included with this rental. The wedding party will need to have their own contingency plan.

Vizcaya Winery needs a **two week notice** of any planned access of Vizcaya Winery site by you or any of your guest, including your rehearsal.

Signature acknowledging Vizcaya Rental Policy:

Date:

Vizcaya Winery Rental

Event Type:

Bride & Groom:

Date: # People:

Booking Person:

Address:

Email:

Signature:

Phone: Date:

Credit Card: Type:

Exp Date: CVV:

Vizcaya Winery Use

Deposit (50%): Date:

Final Payment: Date:

Wine Purchase: Date:

Wines Ordered: