



ROCKY WATERS VINEYARD/WINERY, INC.
2003 W. HANOVER RD.
HANOVER, IL 61041-9715
WINERY PHONE: 815-591-9706
EVENTS PHONE: 563-580-8346

SCHEDULE OF FACILITIES AND EQUIPMENT RENTAL FOR PRIVATE EVENTS

INCLUDED ITEMS:

- 1. RENTAL OF FACILITIES FOR A PERIOD OF 4 HOURS FOR UP TO 75 PERSONS. ADD \$8/PERSON FOR OVER 75. CHECK THE AREA YOU WISH TO RENT.**
 - UPPER DECK ON SOUTH SIDE OF MAIN LODGE (ONLY)**
 - OR**
 - UPPER DECK ON SOUTH SIDE OF MAIN LODGE (PLUS)**
 - AREA BY LAKE SOUTH OF VINEYARD**
 - OR**
 - AREA JUST NORTH OF VINEYARD**
 - OR**
 - CUL-DE-SAC BY MAIN LODGE**
 - A. WINERY STAFF SHALL CONTINUE TO HAVE ACCESS TO ALL RENTED AREAS AND CONTROL OF ALL ELECTRONIC EQUIPMENT.**
 - B. WINERY PROVIDES SPACE ONLY. IF YOU WANT A MEAL, YOU SHOULD ARRANGE FOR A CATERER OR FOOD PREPARATION AND THE RENTAL OF TABLES AND CHAIRS.**
 - C. RENTAL FEE INCLUDES 2 ADDITIONAL HOURS FOR YOU TO SETUP AND 1 HOUR FOR YOU TO CLEANUP.**
 - D. ADDITIONAL TIME IS AVAILABLE FOR \$75 / HOUR.**
- 2. ACCESS WILL BE GRANTED TO THE CATERER TO THE KITCHEN AND THE UNDER-COUNTER REFRIGERATOR.**
 - A. YOU MAY USE THE KITCHEN AND UTENSILS.**
 - B. YOU PROVIDE YOUR OWN DISPOSABLES ACCORDING TO YOUR NEEDS: I.E. PAPER PLATES, CUPS, SILVERWARE ETC.**
 - C. THE WINERY WILL PROVIDE TRASH BAGS.**
 - D. YOU MAY USE THE UNDER-COUNTER REFRIGERATOR.**
- 3. A \$150 WINE CREDIT:**
 - A. WINE WILL BE CHARGED AGAINST THE CREDIT AT REGULAR, UNDISCOUNTED LIST PRICING. WINERY STAFF WILL UNCORK WINE AND PROVIDE TO RENTER ON AN AS NEEDED BASIS. WINERY STAFF WILL NOTIFY THE RENTER WHEN THEIR CREDIT IS SPENT. ADDITIONAL WINE MAY BE PURCHASED AT THE CASE DISCOUNT PRICE OF (10%).**
 - B. ANY CREDIT REMAINING AT THE END OF THE EVENT MAY BE USED TO PURCHASE WINE TO TAKE HOME.**
 - C. THE CREDIT MUST BE USED THE DAY OF THE EVENT.**

RENTER'S INITIALS _____



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- D. **OPEN BOTTLES OF WINE CANNOT BE REMOVED FROM THE WINERY PREMISES.**
- E. **A FLAT CORKING FEE OF \$20 WILL BE ADDED TO THE WINE BILL TO COVER WINERY'S LIQUOR LIABILITY COVERAGE.**
- F. **WINERY WILL PROVIDE ONE (1) BARTENDER FOR THE WINE, BEER AND OTHER NON-ALCOHOLIC BEVERAGES. ADDITIONAL BARTENDERS WILL BE PROVIDED FOR \$15 / HOUR / BARTENDER.**
- 4. **USE OF ALL PUBLIC AREAS OF THE WINERY:**
 - A. **OTHER CUSTOMERS WILL BE ABLE TO ACCESS ALL PUBLIC AREAS OF THE WINERY EXCEPT THOSE CONTRACTED AS RENTED.**
 - B. **WINERY MAY DESIGNATE AN AREA FOR EVENT PARKING. EVENT GUESTS WILL BE EXPECTED TO PARK IN THE DESIGNATED AREA.**
- 5. **A WINE TASTING AND TOUR:**
 - A. **IF REQUESTED, WINERY STAFF WILL PERFORM A FORMAL TASTING OF OUR WINES TOWARD THE BEGINNING OF THE EVENT, WINE USED IN THE TASTING WILL BE DEDUCTED FROM THE INITIAL \$150 RENTER WINE CREDIT.**
 - B. **IF REQUESTED, WINERY STAFF WILL CONDUCT A TOUR OF THE WINERY AND VINEYARDS, SUBJECT TO WEATHER CONDITIONS.**

RENTAL RATES:

WEEKDAY (MON-THURS) RATE: \$300 INCLUDING \$150 WINE CREDIT

JANUARY – APRIL WEEKEND (FRI–SUN) RATE: \$300 INCLUDING \$150 WINE CREDIT

MAY – DECEMBER WEEKEND (FRI-SUN) RATE: \$500 INCLUDING \$150 WINE CREDIT

BUSINESS RATES: MON-THUR, 9:00AM – 5:00PM: \$100, NO WINE CREDIT

RATE THE RENTER WILL PAY FOR THE RENTAL AREA(S) IS: _____

***RENTER'S INITIALS* _____**

DEPOSIT FEES

- **RESERVATION - \$250 IN ADVANCE HOLDS THE DATE. THE EVENT CONTRACT IS DUE AT THE SAME TIME RESERVATION DEPOSIT IS PAID.**
- **FULL RENTAL RATE DUE 1 MONTH IN ADVANCE FOR FRIDAY-SUNDAY EVENTS.**
- **CLEANUP / RULES DEPOSIT - \$100 DAY OF EVENT AS CASH OR CREDIT CARD, RETURNED IN FULL AS LONG AS RULES ARE ADHERED TO AND ALL**

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GARBAGE IS PICKED UP AND PUT IN PROVIDED CONTAINERS THE DAY OF THE EVENT.

OTHER BEVERAGES

- **NON-ALCOHOLIC BEVERAGES, (PEPSI, DIET PEPSI, SIERRA MIST, MOUNTAIN DEW, AND ROOT BEER) ARE ON TAP AND FOR SALE AT THE WINERY.**
- **BEER – IF BEER IS TO BE SERVED THERE WILL BE ONE TYPE OF BEER ON TAP AT EACH BAR USED FOR THE EVENT. ALL TAPPED BARRELS WILL BE BILLED.**
- **HARD LIQUOR – IF HARD LIQUOR IS TO BE SERVED, THERE WILL BE ONE BLENDED WHISKY, ONE BOURBON WHISKY, ONE SCOTCH WHISKY, ONE VODKA, AND ONE GIN AT EACH BAR USED FOR THE EVENT. ALL OPENED BOTTLES WILL BE BILLED. ANY OTHER HARD LIQUOR WOULD NEED TO BE CONTRACTED FOR BEFORE THE EVENT.**

***RENTER'S INITIALS* _____**

OTHER RULES

- **NO SMOKING IN THE BUILDING. ONLY IN DESIGNATED SMOKING AREA(S) OUTSIDE THE BUILDING.**
- **CHILDREN UNDER 12 MUST BE SUPERVISED**
- **MINORS CANNOT BE SERVED ALCOHOL.**
- **EVENTS MUST BE SLATED FOR ADULTS OF LEGAL DRINKING AGE. (EXAMPLES: 16 - 20 YEAR OLD BIRTHDAY PARTIES, HIGH SCHOOL GRADUATION PARTIES, ETC ARE NOT ALLOWED).**
- **CANNOT NAIL, TAPE, OR STAPLE SIGNS OR DECORATIONS TO ANY PART OF THE BUILDING OR FURNITURE.**

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RENTER'S CONTACT INFORMATION

NAME OF PARTY/PARTIES: _____

RENTER'S NAME: _____

ADDRESS: _____

PHONE NUMBER(S): _____

E-MAIL ADDRESS: _____

TYPE OF EVENT: _____

ANTICIPATED NUMBER OF GUESTS: _____

DATE OF EVENT: _____

ESTIMATED ARRIVAL TIME: _____

ESTIMATED DEPARTURE TIME: _____

DEPOSIT PAID: _____

CONTRACT RECEIVED: _____

SPECIAL CONDITIONS: _____

RENTER'S SIGNATURE: _____

DATE: _____

APPROVED BY: _____

DATE: _____

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OPTIONAL EXPENSES

	COUNT	SUBTOTAL
CLEANUP (\$1/PERSON)		
PATIO HEATERS (\$50/HEATER)		
MORE THAN ONE BAR (\$15/BARTENDER/HR)		
NON-ALCOHOLIC BEVERAGES (COST + 20%)		
BEER (BARREL PRICE + 20%)		
HARD LIQUOR (NORMAL RETAIL + 20%)		
CHAIRS WHITE (\$0.80/EACH)		
TABLES WHITE (\$4.00/TABLE)		
GUEST HOME RENTAL		
TOTAL	-----	
ESTIMATED EVENT TOTAL	-----	
TAX 6.25%	-----	
GRAND TOTAL	-----	
DATE DEPOSIT PAID CONTRACT REC'D	-----	

RENTER'S SIGNATURE

DATE

ROCKY WATERS WINERY SIGNATURE

DATE

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