

S A I N T
Laurent
— E S T A T E W I N E R Y —

Thank you for your interest in Saint Laurent for your event. Below is a brief synopsis of our event rental fees and information. Please contact us at 509-888-WINE or Julie@SaintLaurent.net

Winery Event Rental 2009

3 hours of time (\$200 per extra hour)

150 people maximum

Winery rental available 9am-9pm

Weekday (Mon-Thurs)

*\$15 per person event fee **

Weekend (Fri-Sun)

*\$20 per person event fee **

Rental of our facilities includes the following:

- 3 hours of time— exclusive time after 5pm (\$200 per extra hour, 5 hour max.)
- Tables, chairs, table linens, paper napkins and plates
- Wine glasses, silverware, serving ware
- Outdoor bar area with service
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Optional items for a per person fee:

- Lunch or dinner
- Wine tasting
- And more!

Outdoor Spaces (available Memorial Day to October)

Front Yard under our large tent (seat up to 150)
Backyard Garden (can seat up to 50)
Gothic Gazebo (seat up to 28)

Indoor Spaces (available year round)

Tasting Room & Dining Room (seat up to 24)
Private Dining Room (Seat up to 6)

**** Above listed per person event fees do not include food, wine, drinks or 18% gratuity (when applicable).***

All food served buffet style for events. A non-refundable 25% deposit is due within 5 days of reservation.

Rates/Information effective January 2009 and are subject to change without notice.



Winery Event Rental - Policies

Requirements

- Minimum of 2 meetings—one phone and one meeting in person
- Designated drivers required on file if more than 100 guests
- Parking lot assistance for efficient parking pattern, if necessary.
- Damages incurred will be charged to host credit card, held on file.

2 week Advance Notice for final position of and arrangement for the following:

We must have your final guest count 2 weeks prior to your event. **PLEASE NOTE:** We charge you based upon your final guest count, as this is how many people we set up for and staff the event for. (**NOT** the amount of guests that show up for your event.) Your final count **must** be accurate as we will only set seats, plates, silverware and food for this amount of guests.

Food serving arrangement

Heaters & fireplaces if needed (\$25 fee per heater/fireplace)

Special accommodations

Caterer -- 1 meeting on-site required if not familiar with facility and policies.

Caterers must arrive at least 45 minutes before serving time.

'Helpers' -- table decorators, designated drivers, parking lot help

Alcohol and Food

Bar opens at pre-arranged time. Saint Laurent wine only, 10% case discount on wine. Serving suggestions: (1/2 bottle per guest). If not obtaining food through Saint Laurent, we require the use of licensed professional caterer. We do not want food related illness or inadequate food supply attributed to Saint Laurent Winery.

If using a caterer, Saint Laurent is not responsible for set up, clean up, or service of any food. We will charge a fee (\$50-\$200) if you request our assistance. Caterer must be on premises at all times or fee will apply.

Miscellaneous

Event will begin and end at scheduled times. You are required to remove all decorations, food, or other items from tables within 30 minutes of event ending or fees will apply.

Prohibitions -- Please share these with your guests

Pets on winery garden grounds; Guide dogs allowed, of course.

ANY type of candles or items with flames.

Absolutely no outside alcohol, kegs, hard liquor, or fortified drinks

Drinking in parking lot

'Public' access to walk in cooler

Smoking on winery premises (please use designated smoking areas)

Cake cutting at designated area by management

No artificial loose decorations allowed due to wind

Alcohol Policy 08/15/06*

The calculations we have developed for the consumption of wine, by a reasonable and joyous crowd, are based on the guidelines offered by the Washington State Liquor Control Board (WSLCB), our insurance carrier and other wineries experiences. If we observe that only 75 of the 200 invited guest's show up, we reserve the right to limit the amount of alcohol pre-purchased for actual consumption.

Service

We will provide bartenders for your event, according to the confirmed number of guests. We will patrol for consumption of outside alcohol in the parking lot as well as on our property during the entire event. We will work to control over consumption; those who are visually inebriated will not be served, and those who may become overbearing will be asked to leave. We will check identification for all persons who look 35 years of age or younger. We will only serve four ounce servings, which is the legal amount to pour. We are happy to serve smaller portions if you wish. By law, we must refuse to serve alcohol to anyone who seems intoxicated. Saint Laurent reserves the right to close the bar early or limit patron consumption if drinking gets out of hand.

Underage Drinking

By law, we are unable to serve alcohol to persons under 21 years of age. Although this is a celebratory time, we must obey the ordinances laid out by the state. If at any time, a staff member sees a person underage drinking, his or her drink may be confiscated, and he or she given a verbal warning. If this practice continues, Saint Laurent reserves the right to close the bar early.

Saint Laurent reserves the right to change ANY of this contract policy at ANY time.

Event Date _____ Printed Name _____ Signature _____ Date _____