



# Hosting Events at the Winery

Looking to bring a group out to the winery for some tastings? The following package is perfect for bridal showers, birthday parties, and anniversary parties.

| <b>Best Package</b>                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------|
| Private tasting for up to 10 people with dedicated and knowledgeable staff<br>Guests can purchase wine by the glass or bottle<br><br>\$30 |
| <b>Add-ons</b>                                                                                                                            |
| Need to add additional people?<br><br>Add more for \$3 per person                                                                         |
| Add some cheese and crackers to your tastings?<br><br>Add \$2 per person                                                                  |
| Want to step up the appetizers with a Mediterranean flair (e.g. assorted olives, peppers)?<br><br>Add \$4 per person                      |

Interested in scheduling a special party or wedding at the winery? Contact us at [deb@blackhawkwinery.com](mailto:deb@blackhawkwinery.com) to arrange a tour and meeting to discuss special event options. For planning purposes, rates for the winery start at:

During normal business hours:

\$35 an hour

After normal business hours:

\$45 an hour

## **Terms and Conditions**

All services are subject to a 7% sales tax. Food and drink orders must be made at least 1 week prior. Wine chilling should be requested at that time, if needed.

A reservation can be initiated by phone, voicemail or email. The reservation is not confirmed until written confirmation is received from the winery by the group's official contact person. By making a reservation, the contact person agrees they have read the policies found in this document (Other Considerations) and agrees to be bound by them. Credit card information will be required for all reservations over \$100.

See "Other Considerations" section below.

## **Grounds and Space Rental**

Under certain restrictions and subject to approval, the grounds of Blackhawk Winery are available for a variety of uses. If an event is deemed outside of the winery's normal operations, the winery will require a signed contract plus proof of liability insurance and proof of licensing when appropriate. The following examples would necessitate a rental contract:

- When a private or public event requires exclusive use of the grounds anytime during the hours of 1pm-7pm.
- When a private or public event would interrupt normal winery operations anytime during the hours of 8am-10pm.
- When an event is organized and promoted to the public by someone other than winery staff.
- When chauffeured transportation is provided by someone other than a winery contractor.
- When a private or public even would include activities outside the scope of the winery's normal activities.
- When structures or equipment are brought in that can create a hazard, i.e. tents, screens, music equipment, glassware, etc.

The rental contract will contain further details specific to the event. The rental cost may vary from \$10 to \$2,000 depending on the space, time and number of renters involved. A damage deposit may be required. Deadlines for participation may be established. One official contact person must be designated who is fully responsible for all decisions. Credit card information will be required for all rentals over \$100. Please call for pricing and availability.

## **Other Considerations**

For all reservation and rental situations:

Alcohol is restricted to Blackhawk Winery wine only. NO OUTSIDE ALCOHOL. NO BEER. NO LIQUOR. NO EXCEPTIONS. This is in adherence to the limitations of the Indiana Farm Winery Permit and not meant to be proprietary.

Food: All food must be supplied or authorized by the winery from a commercial source.

Weddings: A casual wedding gathering of 50 people or less can easily be accommodated within the Reservation category of service. Larger events should be negotiated as Grounds and Space Rental.

Decorations: Groups are welcome to contribute decorative items to their reserved or rented setting but are asked to choose materials carefully. No hanging of any item is allowed. Table décor and tethered balloons are better solutions. Candles should be shielded by glass or other non-flammable material. No scented candles, oils or potpourri are allowed. No wet, greasy or sticky substances such as bubble machines, fog machines, dance floor wax, silly string, etc. Floral arrangements should be in an oasis base with very little water. Any permanent damage created by these clearly stated substances will be considered willful damage. The winery will not be held liable for any injury, damage, or loss as a result of items brought in.

Set-up and Tear Down: Reservation and rental times should include time needed for set-up and tear-down including wedding photography. The winery agrees to have reserved tables, chairs and tablecloths in place before the time begins unless other arrangements are made. Exceeding time limits may result in a fee per hour. In all cases, music and DJs must stop by 10pm.

Children: Children are always welcome and have the same access to winery grounds as adults. Small children must be supervised at all times and not allowed to wander off the property or into secure areas.

Damage: The official contact person making the reservation assumes full responsibility for the conduct of persons in attendance on the contact's behalf or by their invitation, and also assumes full responsibility for any damages or loss as a result of actions by said persons during their reserved event. Willful and malicious damage will be fully prosecuted.

Smoking: No smoking is allowed within 8 feet of any structure. Please use the receptacles provided for cigarette butts. Excessive littering may be considered damage.

Alcohol Use: The winery is bound by a strict policy of NO OUTSIDE alcohol. Any visitor found with an outside alcohol product will be asked to leave the premises. The adult guests should be mindful and supportive of preventing underage drinking. The

winery has the right to ask the entire party to leave if a minor is seen consuming alcohol or shows signs of intoxication. All guests should bear in mind it is illegal to be publicly intoxicated. A designated driver or chauffeured service provides a measure of traveling safely, but does not excuse public intoxication of passengers.

Alcohol permits: The Indiana Farm Winery permit issued to the winery is sovereign and applies to the entire property. The use of an Alcohol Catering permit or Type 118 permit is not permissible on the grounds. All alcohol service at the winery must be conducted by winery staff or temporary hired persons with current Indiana ATC server permits.

Items left unsupervised: Equipment or items belonging to a renter or subcontractor must be brought in and removed within the terms of the rental agreement. The rental fee may be amended for space taken up by left equipment. The winery does not guarantee the condition or safety of any items left unsupervised.

Authority: The winery seeks to respect the privacy of groups using the facility, but retains the authority to intervene at ANY time, especially if an unlawful or unsafe situation is suspected. Winery staff (or any concerned individual) may call for emergency medical help on behalf of a guest and such intervention in no way constitutes an admission of fault neither is it an agreement to pay for medical services. The winery has a right to refuse alcohol service to anyone. The winery may request the help of local law enforcement in asserting the winery's authority.

Other expressly disallowed: Sorry, NO guns, fireworks, paintballs or snowmobiles. Specific to wedding, throwing of rice is prohibited, but bird seed is permissible.

Payment: For reserved and rental services with totals over \$100, credit card information must be given to hold the date. The card may be pre-authorized for the estimated purchase, but will not be charged until services have been rendered or a cancellation is final.

Cancellation: A 50% cancellation fee will be charged for cancellations within 30 days of the rental event. A 90% fee will be charged for cancellations of reservations or rental events within 48 hours of the reservation or rental event.

Refunds: It should be understood that outdoor venues are by nature unpredictable. In the circumstance that the winery is not able to provide a service as stated, the winery will not be held responsible due to acts of God, power outages, fire, flooding or inclement weather. No refunds or damages will be paid for disappointments that might include actions of other guests, air and road traffic, adjacent farming operations, country odors or any other situations that are out of the winery's reasonable control. The winery expects full payment when all efforts have been made in good faith. The quoted cost of

any portion of requested service that was not provided due to failure on the winery's part, and not for any reasons aforementioned, will be deducted from the total charge.

Liability: The winery is not responsible for the actions of any visitor while at the winery for any injuries, harm or damages that may result to other visitors (customers, party guests, vendors, promoters, etc) or their property.