



## *2019 Facility Rental – Rates and Policies Effective 4/11/19*

The Stonefield Cellars Winery property is a beautiful and unique venue for weddings, receptions, bridal showers, birthday parties, corporate dinners, and other special events.

### **Venue Areas Available for Rent**

**Tasting Room** – The winery’s Tasting Room where we serve guests on a day to day basis from our main bar. The Tasting Room can accommodate 22 seated guests with no retail removed. With any retail/furniture rearranged/removed, up to 24 seated guests can be accommodated or the space may be configured to accommodate a DJ and serve as a dance floor. A fee of \$50 will be charged for any retail/furniture rearrangement/removal. Available only during Afterhours Facility Rentals.

**Barrel Room** – The Barrel Room, also known as the production room, is where we age our wine in barrels or in stainless steel tanks (for non-oaked wines). During a private party rental the barrels are moved to the edges of the room and bistro lighting hangs above the space, creating the ultimate winery ambiance. This space can accommodate up to 56 seated guests or 36 seated guests with a buffet and gift table. For outdoor events afterhours this space can also be used as a buffet room, or as a staging area. Available for Daytime Facility Rentals and Afterhours Facility Rentals.

**Buffet Hallway** – The Buffet Hallway is the hallway joining the Barrel Room and Tasting Room together and can be setup as a Buffet Line for larger parties dining in the Barrel Room. Available only for Afterhours Facility Rentals.

**Lower Patio\*** – The Lower Patio gazebo provides a focus for ceremonies, shade for dining, or can be used as a stage for a band, with room on the sides for dancing. For smaller private parties the lower patio has bistro table seating for 24, plus a 6 person glass-top table, for a total of 30 available seats. Complementary umbrellas are available depending on the season. Optional Fire Pit Rental (with fuel) for the Lower Patio is \$15/hr. Available for Daytime Facility Rentals and Afterhours Facility Rentals.

**Upper Patio\*** – The Upper Patio can be used as a photo booth spot, grilling station, or as a staging place for caterers during weddings. For smaller private parties the upper patio has bistro table seating for 20 guests. Complementary umbrellas are available depending on the season. Available for Daytime Facility Rentals and Afterhours Facility Rentals.

**Upper Garden\*** – The Upper Garden is a tree-shaded wood chipped area surrounded by greenery and flowers and lit with bistro lighting during the evening. Picnic tables provide seating for 30. Available for Daytime Facility Rentals and Afterhours Facility Rentals.

**Front Lawn\*** – The Front Lawn next to the winery building is the perfect spot for rental tents or larger outdoor parties. Dance floors are allowed if they are placed under a tent and are removed within 48 hours (to prevent grass kill). Available for Daytime Facility Rentals and Afterhours Facility Rentals.

**Farm House** – The Farm House is a historic 1900’s home renovated for staff & private party use. It’s the ideal place for a wedding party’s and family’s private use before and after a wedding and/or wedding reception. The rental includes the downstairs dining room, living room, the upstairs living room, two bedrooms and one bathroom. Available for Daytime Facility Rentals and Afterhours Facility Rentals. Note: Our offices and some work/storage spaces are located in the Farm House and are not included in the Farm House Rental. Staff must be able to access these areas at all times.

\* Regarding renting our outdoor spaces: Please consider what plan you would like to implement in the event of rain; options include rental of our Barrel Room or a tent from a third party rental company. Please note our Barrel Room capacity when planning your party size.

### **Venue Coordinator/Event Planning Service**

For Events with 25 or more guests OR for any Wedding Related Events (regardless of size)  
A Venue Coordinator will assure your needs are met during your special event at Stonefield Cellars. The Venue Coordinator provides assistance with any incidental needs you may have while event planning, setting up, and during the event and is billed at \$20/hr for each hour of planning/consulting time and each hour of event time.

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### **Daytime Facility Rentals**

Daytime Hours are between 12-6pm Thurs, Fri, Sat & 1-6pm Sun

#### **The Barrel Room**

- Includes private use of the Barrel Room, nine 6ft tables, two 8ft tables, one 4ft table, and 56 tan metal folding chairs (depending on client’s setup needs). Accommodates 56 seated guests or 36 seated guests with a buffet and gift table.  
\$50/hour up to 24 guests  
\$75/hour for 25-56 guests

#### **Lower Patio**

- Includes private use of the Lower Patio and seating for 30 guests (bistro table seating for 24 and glass-top table seating for 6). Complementary umbrellas are available depending on the season. Optional Fire Pit Rental (with fuel) is \$15/hr.  
\$75/hour up to 30 guests

#### **Upper Patio**

- Includes private use of the Upper Patio and bistro table seating for 20 guests. Complementary umbrellas are available depending on the season.  
\$50/hour up to 24 guests

#### **Upper Garden**

- Includes private use of the Upper Garden and picnic table seating for 30 guests.  
\$75/hour up to 30 guests

#### **Front Lawn**

- Requires Venue Coordinator. Includes private use of the Front Lawn.  
\$350 flat fee during daytime hours

### **Farm House**

- Requires Additional Facility Rental. The Farm House may be rented during business hours for a Daytime Event (such as renting the space starting at 12pm for a wedding at 2pm). Includes the downstairs dining room, living room, the upstairs living room, two bedrooms and one bathroom. Note: The Farm House is not for Overnight Use. Our offices and some work/storage spaces are located in the Farm House and are not included in the Farm House Rental. Staff must be able to access these areas at all times.

\$500 flat fee

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### **Afterhours Facility Rentals**

Afterhours are anytime between 10am-10pm Mon, Tues, Wed, & 6pm-12am Thurs, Fri, Sat, Sun

All Afterhours Facility Rentals include bartenders to pour wine & beer for guests at the main Tasting Room bar. Outdoor Bars and drink stations for non-alcoholic drinks can be setup by request, depending on the nature of the event.

### **The Main Facility**

- Includes private use of the Tasting Room, Barrel Room, and Buffet Hallway; Nine 6ft tables, two 8ft tables, one 4ft table, and 56 tan metal folding chairs (depending on client's setup needs). Accommodates up to 56 seated guests in the Barrel Room and 22 seated guests in the Tasting Room. A fee of \$50 will be charged for any retail/furniture rearrangement/removal in the Tasting Room.

\$125/hr up to 24 guests

\$175/hr for 25-50 guests

\$200/hr for 51-75 guests

\$225/hr for 76-100 guests

For guest counts over 100, \$25/hr will be charged per each additional 25 guests.

### **Lower Patio, Upper Patio, and Upper Garden**

- Requires Main Facility Rental. Includes private use of the Lower Patio, Upper Patio, and Upper Garden; Seating for 50 guests on lower and upper patios at bistro tables, and seating for 30 guests in the upper garden at picnic tables. Complementary umbrellas are available depending on the season. Optional Fire Pit Rental (with fuel) for the Lower Patio is \$15/hr. Note: Most clients who choose this space decide to rent their own tables and chairs from a third party rental company (such as renting 60" round tables and white cushioned chairs)

\$300 up to 4hr use, \$75/hr each hour beyond

### **Front Lawn**

- Requires Main Facility Rental. Requires Venue Coordinator. Includes private use of the Front Lawn.

\$350 up to 4hr use, \$75/hr each hour beyond

### **Farm House**

- Requires Main Facility Rental. The Farm House may be rented during business hours for an Afterhours Event (such as renting the space starting at 3pm for a wedding at 6pm). Includes the downstairs dining room, living room, the upstairs living room, two bedrooms and one bathroom. Note: The Farm House is not for Overnight Use. Our offices and some work/storage spaces are located in the Farm House and are not included in the Farm House Rental. Staff must be able to access these areas at all times.

\$500 flat fee

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### **Additional Rental Items / Items for Purchase**

- Logo wine glasses may be purchased for \$2.95 each

- White Paper Tablecloths may be purchased for \$5.00 each
- High Quality Plastic Cups (36ct) may be purchased for \$10 each
- Logo wine glass votive candles (stemmed and stemless) may be rented for \$1.00 each

## *Facility Rental Policies*

### **Rental and Reservation Fees, Cancellation Policy, and Damage Fees:**

- Rental Costs are based on number of guests, areas of the facility that are to be used, and number of hours occupied. **Hours of occupancy begin from the time needed for setup by the client or caterer and end when the last guest/catering staff leaves.** Partial hours will be prorated by half hour increments.
- A \$75 deposit is required in order to secure a date. The remainder of the rental fee must be paid before or at the end of the event (on the same date). There is a 30 day cancellation period from the date of deposit receipt. Cancellation during this period will result in the charge of a \$50 cancellation fee (\$25 of the deposit will be refunded). After this 30 day period, any cancellation will result in a cancellation fee and a forfeit of the deposit (\$125 total).
- You are liable for any damage done to or loss of Stonefield Cellars Winery property during your event and setup time, whether it is caused by you, your guests, or vendors hired by you. Vendors include but are not limited to rental companies, caterers, florists, photographers, and limousine/us service providers. You will be responsible for the cost of repairs or replacement charges incurred. Repair vs. Replacement will be at the discretion of Stonefield Cellars Winery.

### **Wine, Beer, and Other Alcohol:**

- We offer Stonefield Cellars Wine by the bottle and by the glass, a rotating list of bottled beer (not all brands are available, no kegs); and non-alcoholic soft drinks and water. No outside wine or beer allowed.
- If specific wine/beer is desired to be served at your event, those wines/beer need to be ordered and paid for in advance. If wine/beer is not purchased in advance, Stonefield Cellars Winery cannot guarantee that that particular wine/beer will be available.
- Champagne or Sparkling Wine is allowed for toasting only, and there is a \$20 corkage fee for each bottle with a maximum of five bottles allowed.
- Hard liquor will be allowed for an additional fee of \$50 and only if catering staff holding a liquor license are present during the entire event to serve the hard liquor.
- Our Wine Discounts are by the case (12 bottles) and are as follows: Case discount of 10% will be given for 1-2 cases purchased, 15% will be given on 3 or more cases. There are no discounts for beer.
- Wine Tastings are \$10 per person and includes 7 pre-selected wines and a logo glass.

### **Cash Bar, Open Bar, or a Mix of Both**

- For any event we recommend that you let your guests know if there will be a Cash Bar (means guest pays for own, we accept cash or credit cards), Open Bar (Tab), or a Mix of Open and Cash, before the day of the event (it is customary to include this information in the invitation).
- Cash Bar: A Cash Bar means the host does not pay for any drinks during the event and allows guest to purchase wine by the glass (from our full wine list), beer by the bottle, or non-alcoholic drinks for the duration of the event.
- Open Bar: An Open Bar means the host starts a Tab (the bar requires a credit or debit card on hand) and pays for all drinks consumed by guests during the event. Guests can drink

wine by the glass (usually from a pre-selected wine list made by the host), beer by the bottle, or non-alcoholic drinks for the duration of the event.

- **Mix of Open and Cash:** This means that the host pays for their guest's drinks up to a predetermined dollar or number of drinks per guest limit, then once the limit is reached the bar becomes a Cash Bar. Guests have the option of wine by the glass (usually from a pre-selected wine list made by the host), beer by the bottle, or non-alcoholic drinks for the duration of the event.

### **Gratuity:**

- Gratuity is not included in the facility rental fees. For Events with a Cash Bar there is no automatic gratuity, but a tip jar will be present on any bars serving alcohol. For Events with an Open Bar (Tab) a 20% Gratuity will be added to your final bar tab. For Events with a Mix of Open and Cash a 20% Gratuity will be added to your final bar tab, with a tip jar present on any bars serving alcohol once switching to Cash Bar.

**Our goal is to provide a safe environment for you, your guests, and our employees. Please read all "NO" policies carefully and ensure that you communicate them to your guests and caterer.**

### **No Smoking Policy:**

- Stonefield Cellars Winery is a NO SMOKING property. Due to fire hazard, second hand smoke health hazard (whether from cigarettes, cigars, or vaping devices) and NC smoking ordinances, smoking is not allowed inside any building or in any lawn, wooded, or parking lot area. Guests must not smoke while on our property as there is no inside or outside area that will not impact other non-smoking guests or employees. Please assure that all guests are aware of and adhere to this policy. **Cigarette butts found in our parking lot, lawn, sidewalk, or other area will result in a \$25 cleanup fee.**

### **No Perfume:**

- Please request that your guests not wear perfume or cologne when attending your event as it interferes with the ability to smell & taste wine and many people, including our staff, are allergic to perfume!

### **No Animals:**

- No pets or animals (associated with either the host client or guests) are allowed to be in or on the facility property at any time unless they are an ADA certified service dog who has been trained to perform a specific task for its disabled owner.
- If a guest requires a service dog the client must inform Stonefield Cellars during the process of drafting a rental contract so that our staff will be aware and can make any necessary special accommodations.

### **Catering:**

- Pepper Moon is our preferred caterer - 336-218-8858. Other **licensed and bonded** caterers are allowed but Stonefield Cellars shall be provided with the name and phone number of the Catering Service two weeks prior to the event to coordinate and assure proper delivery and setup procedures. All food must be prepared offsite and kept warm or cool by caterer or client provided means.
- We have no catering kitchen or ice maker. All table linens, serving ware including plates, silverware, all types of drink glasses (or see above regarding wine glass option), serving utensils etc. must be supplied by the caterer or client.

- Absolutely NO FOOD CONTAINER or SERVING UTENSIL cleaning is allowed in any Stonefield Cellars sink (bathroom or barrel room sinks). All catering materials (including disposable serving trays) must be removed from the property by the caterer/client. Only used paper plates, cups, and service ware may be discarded in the TRASH receptacle. All recyclable products (e.g., empty water bottles, empty aluminum cans) must be placed in the RECYCLE receptacle.
- BANNED FOODS: *Raw onions* may not be included on any buffet (e.g., sliced on a platter or chopped in an exposed bowl)– the smell of raw onions permeates the entire building and interferes with the olfactory perception of wine.

#### **Self Catering:**

- Should you decide to prepare, setup, or serve your own food (not hire a caterer) in whole or in part, the catering policies above still apply. Note that all liabilities related to food safety and service, as well as any activities related to catering and catering person(s) for and during your event will be the responsibility of you as client.

**Children are OK! We are a family-friendly property, but please be considerate of other guests and the Stonefield Cellars property when including children on your guest list. Children must be supervised by parents or a designated responsible ‘baby sitter’ at all times. For the health and safety of all guests, please do not bring children with a contagious illness to the winery.**

#### **Decorations/Third Party Rental Furniture/Tents:**

- Event hosts are welcomed to decorate with their own personal decorations. No decorations are allowed that leave any kind of residue, which includes confetti, silly string, or other items, either inside or outside the facility. No tacks, staples, pins, or tape are allowed on the walls or barrels. No Stonefield Cellars décor or retail items shall be removed or used by the client or the guests for party use (unless retail item is purchased). All client provided décor, including outside balloons, must be removed by the client at the end of the rental time.
- Client, friends and family of the client, or any third party in charge of party decorations/set-up are allowed to park in our staff/deliveries parking lot in order to facilitate unloading and/or packing up at end of event.
- Third Party rental items (e.g., tables, chairs, tents) must be picked up during normal business hours; exceptions will result in an afterhours pick up fee to be paid by the client (\$50 per 2- hour window pickup time). IMPORTANT NOTE: For the safety of your guests and the health of our lawn, only WIDE legged style chairs can be used in non-paved areas of the property. If you have any questions about this, please get clarification from our staff before you reserve your rental chairs!

#### **Photography:**

- Stonefield Cellars staff may take photographs of the event. Client agrees to allow Stonefield Cellars use of any photos for marketing purposes.

The information provided above may not address all of your questions or concerns. For more information including date availability or to schedule an in-person consultation and property showing, please contact Natalie Wurz at 336-689-4071