

Special Events Agreement

General Information

We are pleased to provide our unique facilities to you for your special event. You can expect to encounter a pleasant setting and a memorable experience. Plum Creek Winery is located 7 miles northeast of Algona on county blacktop P56. The Plum Creek facility has a banquet room that can accommodate up to 45 seated guests. More seating is available in the tasting room. A full kitchen will also be available.

Rental & Set Up

Events are to be agreed upon when the contract is signed by both parties. All events must end by midnight unless otherwise arranged with the owner. If damage occurs during the time of the event, the rental party is responsible for replacement costs. Rental cost is \$160.00 for up to 8 hours. We ask that payment be made at the end of the event.

Time will be provided for decorating. We ask that no tacks, staples, or tape be used on walls. The kitchen is available for your use if requested. Please make Plum Creek staff aware of any catering arrangements.

Clean Up

Trash must be removed to the designated trash containers following the event. Tables should be folded up and chairs stacked. Dirty tablecloths can be taken care of by the winery staff. All dishes used should be cleaned and the party room floor swept. Bathroom sinks need to be wiped down so that there is no standing water. Plum Creek Winery is unable to assume responsibility for damage or loss of any merchandise or articles left on the premise during or after your event.

Wine and Alcohol

All alcohol served must be purchased from Plum Creek Winery. This does also apply to sparkling wines and beer. No outside alcohol is allowed on the premises. If people do bring in other alcohol, a \$20 fee will be added to the rental cost for each can or bottle brought. No hard liquor is allowed. All alcohol must remain on the premises until the end of the event. By law no one under 21 may consume or taste alcoholic beverages. The party renting the facility shall ensure that no underage drinking is allowed. Plum Creek Winery reserves the right to ask the party to leave if a minor is consuming alcohol.

Additional specialty drinks may be made available if arranged prior to the event with the Plum Creek staff. Common examples of these are Mimosas, Sangria, or Hot Spiced Apple Wine.

Additional Information

- This is a smoke free facility, smoking is allowed outside only.
- A Plum Creek representative will be available at all functions.
- The banquet room has surround sound and a TV for music, slide shows, or presentations.

Plum Creek Winery Agreement Form

Name of Party _____

Address _____

Phone _____

Email _____

Date of Event _____

Type of Event _____

Hours of Event _____

Number of Guests _____

Drinks to be Served _____

Name of Caterer _____

Total Cost _____

Renter's Signature _____ Date _____

Plum Creek Winery

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