

## EVENT CONTRACT AGREEMENT

THIS EVENT AGREEMENT (this “**Agreement**”) is entered into between Robert A. Valicoff, Jr. (referred to herein as “Host” and with terms such as “We” and “Our”), and the undersigned client, **2024 weddings** (referred to herein as “Client” and with terms such as “You” and “Your”), who hereby agree as follows: **Please review the following contract and return this signed document and reservation fee.**

**Event Planner:** We have one if you need!

### SECTION 1: EVENTS

Host hereby rents to Client and Client hereby rents the grounds and gardens located at 3083 Konnowac Pass Road, Wapato, WA 98951, subject to the terms and conditions of this Agreement. The private residence is part of the grounds under this rental agreement.

**Rent for event \$5,000.00 for up to 200 guests. Add \$10 per each additional guest, up to 370.**

**Dance Floor Included**

**All tables and chairs included.**

**2 - 30X30 Tents with sides if needed: Included**

**60” Round tables, these seat 8 per table.**

**4 - 8 ft rectangular tables 6 - 6 ft rectangular tables, more if requested.**

**Setup and Tear Down of Tables and Chairs N/C**

**Event planner or coordinator is required for rehearsal, day of wedding and clean up, we can facilitate this for you, if you don’t have one for \$2,500.00 for Wedding planner or \$750.00 for coordinator, 50% up front and balance due 10 days before event.**

**A full time Clean up person dedicated to clean during the event. If you don’t have one, we will provide one for \$40 per hr. from the time the ceremony starts till the end of the event, this is paid in advance.**

**On your Wedding Invitations, please use 3081 Konnowac Pass, Wapato Wa 98951. This works better for your out of town guest, when they utilize their GPS.**

**Cleanup: Included**

**Banquet Permit: Client will be required to purchase a Banquet Permit.** I will waive this, if the state won’t give you one due to COVID 19. However, I have added COVID 19 under Section 11, that Client will hold Harmless, Robert Valicoff Jr, Valicoff Estates and Valicoff Family Farm LLC acting as the Host, **of any Bodily Injuries, Related Issues of COVID 19, Including any fines, vehicle damage on premise and any other related accidents that may occur after the event.**

**Event times:** Standard event hours are from 8:00 am \_\_\_ - 12:30 \_\_\_ p.m., Music must conclude by \_\_\_ 11:30 p.m. For additional rental hours, please see full-closure rates below.

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**Guest Count:** Total count may not exceed 370 guests, inclusive of Event party. Special exceptions may require additional charges

**Vendor set-up and teardown:** Catering and music set-up can be scheduled during business hours, as early as needed. Vendor set-up will need to be scheduled in advance. Cake and flower drop off may also be available during business hours and must be scheduled in advance. Vendors must depart within a reasonable time after event hours.

**Cleanup:** Client is responsible for clean-up of any of their own property. This includes, but is not limited to, table decorations, flowers, ceremony toss material candles, garbage and vendor property. Failure to clean-up could result in the forfeiture of all or a portion of the security deposit.

**Tent, Chair and table set-up and teardown:** Ceremony and reception chairs, tables, potted flowers are included in the rental fee. Valicoff will set -up and tear down tents, chairs, tables at No Cost, as this is included in the Rental Price.

### Amenities Included:

- Landscaped grounds
- Endless options for photography before or after the ceremony
- Parking for up to 200 cars
- 6 Six-foot rectangular tables and 4 Eight-foot tables– used for cake, gift and/or head tables
- 2 bathrooms and 2 dressing rooms, addition outside restrooms.
- Have 2 fridge and 1 freezer for cake, flowers and ice.
- 10 tall bistro tables
- Outdoor catering station
- Rehearsal location is included the night before.

**Non-smoking facility:** **No smoking of any kind is allowed inside House.** Failure to heed this policy will result in the immediate forfeiture of the security deposit.

**Restroom facilities:** 2 bathrooms downstairs and 2 outside for all guests.

**Parking:** Up to (200) parking spots are available to Event guests and they may be utilized starting 6 hours before time of event. **A parking attendant is required to keep things orderly, 1 hour before wedding starts.** Chartered bus service is encouraged, and bus parking is available. Overnight and RV parking is permitted, arrangements need to be approved in advance. There is no charge, up to 20 RV's

**Garbage:** Client and Client's caterer(s) will have access to 2- 1 ½ yard dumpster.

**Security:** To maintain adequate security during the event, we recommend that Client hire an on-site professional security for events, but is not required.

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**Weather:** Event is an **outdoor venue** and cannot be held responsible for inclement weather. Please plan accordingly.

**Private residence:** Access to the private residence basement only is permitted. You will have 2 dressing rooms, along with connecting bathrooms to get ready in. There will be certain doors locked to maintain privacy.

### SECTION 2: Event Coordinator

To ensure the success of your Event, we recommend that you work with a day-of Event coordinator. This individual may be a family member or a professional planner. We have a Professional Planner if that would help you out, cost is \$2,500.00 and day coordinator \$750.00.

Your coordinator is required to be on-site the entire day of the event (from set-up to teardown) to make sure everything goes exactly as you planned it.

### SECTION 3: Food and Beverage

**Catering:** Client may choose the caterer, which must be licensed and insured. **Linens, place-settings and glassware are not included and should be ordered with your caterer.** Caterer will have access to the outdoor catering station. 2 refrigerators and 1 Freezer are available to the Client for storage of the cake, flowers and ice. All contents must be removed 24 hours after the day of the event.

**Alcohol:** Wines may be purchased from Valicoff Estates at least \_\_\_\_\_ ( 7 ) days before your event. Any unused wine will go home with the Client after the event.

**Cab \$336/case**

**Malbec \$360/case**

**Syrah \$384/case**

**Rose' \$240/case**

**Red Blend \$240/case**

**20% Discount on all Wines Prices above.**

#### Restrictions:

**Consumption of Alcohol:** During the use of the facility, the Client will be always responsible for the behaviors of all attendees, including their departure and any other subsequent stops after leaving the premises. The Client will not allow alcoholic beverages to be served to or consumed by minors or by anyone who appears to be intoxicated. In addition, the Client shall not allow guests who appear to be intoxicated to drive. Intoxicated, disruptive individuals may be asked to leave the property. Failure to comply with this policy will result in immediate forfeiture of security deposit. All alcoholic beverages are to be served by licensed and insured bartenders. *See RCW 66.04.010*

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### SECTION 4: Décor

All decorations must be removed by the next day before 12 p.m. This includes flowers and ceremony toss materials from the grounds and buildings. **Please refrain from using, glitter and rice.** No items may be attached with tape, glue, tacks, nails etc. to any structures, unless approved. Decorations must be setup and Ladders and other set-up supplies are the responsibility of the client and/or vendor.

### SECTION 5: Photographs

\_\_\_\_\_ opens its doors to couples as early as \_\_\_\_\_ p.m. for pictures at no charge. This is done to allow you, as a couple, to not feel rushed and truly enjoy this amazing day.

\_\_\_\_\_ reserves the right to take photos of any décor, tables, chairs, flowers, \_\_\_\_\_ staff, gardens, etc. to be used for marketing materials. Any photos with Event guests or Event party will only be used with the written permission of the Client. We also encourage you to post your photos to both the \_\_\_\_\_ Facebook and Instagram pages.

### SECTION 6: Music and Sound Systems

Any PA systems to be provided by the Client. All music as well as outdoor and/or amplified music must conclude by **11:30** pm., per County regulations. We strive to be a good neighbor, and any law enforcement complaint against event noise will result in forfeiture of security deposit.

### SECTION 7: Rehearsal

If your ceremony is taking place on-site, a rehearsal may be held on-site. N/A hour is allotted and scheduled, subject to availability, at no charge. Should you also require more than a \_\_N/A\_\_-hour rehearsal, you may rent the space for an additional fee at \$\_\_N/A\_\_/hour.

### SECTION 8: Children & Pets

**Any children under the age of 18 years of age always require a dedicated adult supervisor.** Children climbing trees, walls and fences, falling off hill, picking fruit from the orchard, throwing rocks, sticks or any debris in water features will not be tolerated and will result in an automatic forfeiture of the security deposit. \_\_\_\_\_ Host \_\_\_\_\_ is not responsible for any liability claims filed by participants of your event or by parents or legal guardians of children under the age of 18 years while on our grounds.

*No pets during private events please, unless special arrangements have been made.*

**Reservation fee:** To secure your date, a **\$ 2,000.00 non-refundable, non-transferable** reservation fee is required to reserve your date and will be regarded as a down payment toward the total cost of the

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event. Check or cash only. This is due when this agreement is signed. At the time of booking, you must also provide a credit card number to remain on file and charged to reconcile any balance, such as final taxes and service charges, incurred the day of your event.

**Rental fee and taxes:** In addition to your reservation fee, the balance of rent, approximate minimum wine purchase and other fees, are due \_\_\_\_\_ (\_\_\_7\_\_\_) days prior to your event.

**Security deposit:** A **\$500.00** \_\_\_\_\_ **refundable security deposit** is required for Events and is due \_\_\_\_\_ (\_\_\_14\_\_\_) days prior to your event. Check only. Any negligence of written policies, violation of rental agreement or damages incurred may result in forfeiture of all or a portion of this deposit.

**Late Payment:** Client shall pay the balance of the rental fee within 10 business days from the date of your event. For every day the balance is not paid a \$100 fee is imposed.

**Cancellation:** In the event of a cancellation by the Client, Valicoff will retain the reservation fee in full. All cancellations must be made within \_\_\_\_\_ (\_\_\_\_\_) days prior to the event. Cancellations within \_\_\_\_\_ (\_\_\_\_\_) days of the event will be charged \_\_\_\_\_ percent (\_\_\_\_\_% ) of the rental fee, taxes and minimum wine purchase. All cancellations must be in writing to \_\_\_\_\_ and acknowledged by \_\_\_\_\_ staff.

**Termination:** This agreement may be terminated by \_\_\_\_\_ with no less than \_\_\_\_\_ (\_\_\_90\_\_\_) days written notice without further liability except refund of any sums paid to and held by \_\_\_\_\_ Robert Valicoff Jr for security deposit or rental fee.

### SECTION 11: Insurance, Use, Damages and Guest Safety

**Vendor insurance:** The caterer and any tent company must provide certificates of insurance naming Robert Valicoff Jr.d/b/a Valicoff Estates, Valicoff Family Farm LLC as additional insured with limits of at least \$\_ \$5M CSL. These certificates are due 2 weeks before event or Wedding.

**Client insurance:** **Special Event Insurance** (coverage to include damage to premises) or a general liability certificate must be provided from an insurance carrier naming Robert Valicoff Jr, Valicoff Farm LLC, Valicoff Estates d/b/a \_\_\_ Valicoff Farm LLC as additional insured in the amount of at least \$5M for 14 days of the event. Example: Wedding is on Saturday, then you'll need to insure Friday, Saturday and Sunday. This policy can usually be obtained from your insurance or an online broker. Host is not responsible for injuries, damages or losses that might occur during the event, including set-up and clean-up. This certificate is due to Rob Valicoff no later than 14 days prior to your event. **Client will hold Host Harmless of any Bodily Injuries, any related issues due to COVID 19, including any fines that may incur, vehicle damage on premise and any other related accidents that may occur after the event.**

**Use and compliance:** Client may use the facility for the winery-related purpose noted herein, as approved by \_\_\_\_\_, including food and beverage service. During such use, Client shall comply with all laws and statutes and facility rules and regulations which Client acknowledges they have read and understand. Valicoff Estates reserves the right to have a representative enter the venue at any time during the event hours.

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**Damages:** If the facility is damaged or destroyed by the Client or their guests, the Client will be held responsible and billed for any and all repairs. Client will be billed for any missing/broken items belonging to Valicoff. Costs of repairs, as well as excess cleaning (like cigarettes, vomit) will be held from the security deposit and further invoiced for actual damages exceeding the costs of security deposit.

**Shuttles and car-sharing service:** In an intentional effort to create the safest event possible, \_\_\_\_\_ highly recommends Client reserve a shuttle to transport guests to and from your Event and/or encourage car-sharing services like Uber or taxis. You and your guests' safety are our utmost priority.

**SECTION 12: SIGNATURES**

The parties acknowledge that the non-refundable deposit will be retained in the event the Event is cancelled for any reason. The Client agrees to indemnify, defend and hold harmless \_\_\_\_\_ and its employees from and against any and all claims, losses, damages, expenses including reasonable attorney's fees arising out of or occasioned by: (1) any acts or negligent omissions by the Client and/or guests; or (2) any injury to persons or damage to the property of any person attending the Client's event and not caused by \_\_\_\_\_ negligence. In addition to the agreed charges for the rental of \_\_\_\_\_ facility, wine and other contracted beverages, the Client is responsible for added charge if there is an excess of consumption per the event allotment, additional client request, breakage or facility damage, or any other extraordinary expense. These items will be added to the final bill. If for any reason \_\_\_\_\_ is unable to fulfil its obligations as specified herein, the Client shall have the option of canceling this Agreement and upon doing so, all monies shall be refunded to the Client within \_\_\_\_\_ (\_\_\_\_) week from the date of \_\_\_\_\_ cancellation. If the terms outlined above are not met, \_\_\_\_\_ reserves the right to terminate this Agreement pursuant to Section 10 above, cancel the Client's reservation, and offer the date to other prospective clients.

This agreement constitutes a contract between \_\_\_\_\_ and the undersigned responsible party:

\_\_\_\_\_  
Client Name

\_\_\_\_\_  
Valicoff Authorized Representative

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Signature & Date

Bride and Groom, full names: \_\_\_\_\_

Client mailing address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date and time of Event(s): \_\_\_\_\_

Number of Guests: \_\_\_\_\_

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Event Coordinator Name: \_\_\_\_\_

Event Coordinator Phone and Email: \_\_\_\_\_

**VALID PAYMENT IS MANDATORY TO GUARANTEE THE EVENT BOOKING**

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CCV: \_\_\_\_\_

\_\_\_\_\_  
Name on card

\_\_\_\_\_  
Signature

*\*\*My signature allows Valicoff Family Farm LLC DBA Valicoff Estates to charge any pending charges on the above credit card.*

Mail check to: \_\_\_\_\_

	Check No.	Amount	Date Received
<b>Reservation Fee (due at signing, non-refundable)</b>			
<b>Rental Fee (due __7__ days from event)</b>			
<b>Minimum Wine Purchase (due _7___ days from event)</b>			
<b>Security Deposit (refundable, due __7__ days from event)</b>			
<b>Additional pre-arranged charges</b>			

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<b>Final Guarantee Guest Count</b>			
<b>Credit card verified</b>			

