

# Schedule A – Application for Wedding Venue

Barrelhouse 6 Distillery, 1836 Distilling LLC

Hammondsport, NY

Today's Date: \_\_\_\_\_

## Wedding Venue Rental Application

This Application includes information used to define the Wedding Venue Permitted Use (Paragraph 8 of the Rental Agreement) and page 1 is required to be completed and submitted with the Rental Agreement. This Application provides a description of the event details and plans.

## Wedding Event Planner/ Coordinator

This Application identifies the individual (and company) that will provide planning and coordination services for the Renter's Wedding Event. This individual (and company) is essential to the success of the Event and to the proper care of the property to meet the Manager's requirements. An Event Planner/Coordinator is required for wedding events. Renter will need to review with Manager any individual (and company) not on the Preferred Vendor List prior to approval of the Agreement. The event planner/coordinator must provide the Manager with evidence of liability insurance. The event planner/coordinator will be expected to enforce the Venue Rules during the event set up and the event. The event planner/coordinator will be the central point of contact during the event between the Manager, the Renter, all vendors and the wedding party. Selection and approval of the Event Planner/Coordinator is required to complete the approval of the Agreement.

## Wedding Event Vendors

This Application identifies the individuals and companies that will provide services, equipment, or items for the Renter's Wedding Event. The Agreement (see Paragraph 6, Preferred Event Vendors and Coordinator) provides for using preferred event vendors. Renter will need to review with Manager any individual or company not on the Preferred Vendor List prior to approval of the Agreement. The event vendors must provide the Manager with evidence of liability insurance. The event vendors will be expected to comply with the Venue Rules.

## Application Submittal

Please fill out this Application to identify requirements for the Distillery and submit to Barrelhouse 6 Distillery, 1836 Distilling, LLC (email to [joe@barrelhouse6.com](mailto:joe@barrelhouse6.com) or send to 9558 Middle Road, Hammondsport, New York, 14840) or bring to an on-site meeting with the Manager. The Manager will work you to review your requirements and identify the Fee for the Rental Agreement. The information listed in the Application will be attached to the Agreement and will represent expectations by the Barrelhouse 6 Distillery, 1836 Distilling, LLC representatives of their obligations and those of the Renter.

## Applicant Information

Name (Bride): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Name (Groom): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

## Event Guest Attendance

No. of Guests/Attendees: \_\_\_\_\_

**Person/Vendor Responsible Contact Information**

1. Wedding Planner/Coordinator\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

2. Person/Vendor Responsible for Set-Up (tables, lights, tents, decorations, etc.)\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

3. Caterer\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

4. Bartender\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

5. Music Provider\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

6. Transportation/Limo/Carriage Provider\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

7. Person Performing the Ceremony

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

8. Photographer\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

9. Flowers\*

Name (Contact/Company): \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

\* Vendors with an asterisk must provide proof of liability insurance to the Barrelhouse 6 Distillery, 1836 Distilling manager 30 days prior to the event.

## Rental Fee Schedule

The following table presents our fees for a typical wedding with attendance of up to 200 guests. Additional fees will be added for larger weddings or those that require additional services/support from Barrelhouse 6 Distillery, 1836 Distilling, LLC. The additional fees for added attendees (above 200) are \$10.00 per attendee.

Description	Wedding Venue Fee	One-Time Fee
<p>Base Wedding Fee for Use of Distillery Property for 5 hours</p> <ul style="list-style-type: none"> <li>• Yard Around Distillery</li> <li>• Tasting Room including Deck</li> <li>• Open Areas on Property (not including Restricted Areas) including ceremony arbor</li> <li>• Event Tent               <ul style="list-style-type: none"> <li>– Open Area (total is approximately 3200 sq. ft.)</li> <li>– Lighting and Electrical (includes 8- LED light strings)</li> <li>– Dance Floor in the Tent (approximately 400 sq. ft.)</li> <li>– Additional entrance tent – (can be used for seating card table, gift tables, etc) (approximately 300 sq. ft.)</li> </ul> </li> </ul>	<p>Sunday-Friday \$4000 ( set-up &amp; tear-down times as identified in the Agreement)</p> <p>Saturday \$5000 ( set-up &amp; tear-down times as identified in the Agreement)</p>	
<p>beverage packages – 4.5 hours (all packages include non-alcohol juice, sodas, lemonade and iced tea)</p> <p>3 Tier packages – beer and wine \$35/pp                Beer, wine and cocktails \$50/pp                Beer, wine, cocktails and champagne/                sparkling wine toast \$55/pp</p>	<p>\$35 - \$55 per person 21 and over (depending on tier chosen)</p> <p>\$15 pp under 21.</p>	
<p>Add on - half hour ceremony overlooking Keuka Lake including ceremony arbor</p> <p>includes setup and breakdown of chairs up to 200 guests, open bar for 45 minutes beforehand, each additional guest, \$15</p> <p>Rain tent optional at clients' expense</p>	<p>\$2000</p>	
<p>Cleaning/Breakage Deposit (refundable)</p>		<p>\$500</p>

**ALL CHARGES AND FEES ARE SUBJECT TO 8% SALES TAX (4% STEUBEN COUNTY AND 4% NEW YORK STATE)**

**ALL SERVICE CHARGES AND FEES SUCH AS SERVICE OF BEVERAGES, FOOD, AND SETUP AND/OR BREAK DOWN AND CLEAN UP BY STAFF, ARE SUBJECT TO AN AUTOMATIC 18% GRATUITY**

**Guests Who Need Special Accommodations**

We want to provide for all guests and accommodate those with special needs. Please identify your requirements below at least 30 days before your event of any special needs for your guests so that we can confirm we can accommodate them or discuss special provisions needed. We do provide one wheelchair accessible bathroom for anyone with special needs. Some examples we encourage you to discuss with your guests include; wheelchair access, crutches, special parking, rest rooms, and people in casts/braces that may not be able to travel around the farm property or escape from one of our facilities during an emergency. While we do not expect any calamities during your wedding, we do want to provide a safe place for your guests.

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**Parking Requirements**

Parking is available on-site for up to approximately 50 vehicles. Parking can also be reduced by car pooling and the use of shuttles, especially where guests are staying at local hotels/motels. We will provide you with 45 parking passes to distribute to those guests you wish to park on the venue site. We will also provide one on-site parking for each of the following vendors: coordinator, caterer, music provider, person performing the ceremony (if added in as additional event), and photographer. These vendors will not require on-site parking passes.

Number of Vehicles Expected at the Event: \_\_\_\_\_

Provisions to Reduce the Number of Vehicles at the Event (explain what has been committed with carpooling, shuttles, or other means) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Portable Toilet Requirements**

Four In-house toilet facilities are available at the Distillery Tasting Room for guests to use. Parties greater than 75 will be required to provide additional toilets to be parked by the tent at your expense, and must provide the vendor details at least 30 days in advance.

**Pre-Wedding Planning Session**

A session will be scheduled with you one to two weeks prior to your wedding to “walk through” your plans with us. At this time we will review all of the details and timelines to be sure we are all prepared to make your event a great success. This usually takes 1-2 hours and must include your wedding planner/coordinator.

Thank you for selecting us. We want to make your event very special and successful. Please let us know if you have any questions or requests.

**Joseph and Rosemarie Sorrentino**

Barrelhouse 6 Distillery, 1836 Distilling, LLC

9558 Middle Road

Hammondsport, New York 14840

w 607-868-3310