

Up North Event Rentals

Hosting a celebration, baby shower, bridal shower, or company party?

Consider our unique location at Up North Wine Tasting Room, 9 N. Second Street, Geneva, IL, 60134, 630-345-6833! Your Up North team will work with you to ensure your event is memorable.

Up North Wine Tasting Room Policy & Rental

Agreement:

- Includes 2 bottles of Mawby Sparkling Wine- choose from Geneva Brut, Sex- Brut Rose or Up North Semi-Sweet.
- Includes use of Up North space, our tables & chairs, Professional Staff & our glassware.
- Use & rent of our space based on day & party size. See below.
- Please note, should you run over your allotted rental time, an hourly rate will apply.
- Agreed rental fee & cost of wine opened will be charged at the end of your event. We accept all Major Credit Cards, Personal checks & Cash.
- A non-refundable rental deposit of \$150 is required to hold the date & time of the event. This fee is only applicable to those renting our space.
- Max capacity: 50 Guests. Final guest count required 2 days prior to your event.

- All wine must be purchased through Up North Wine Tasting room. Coupons & discounts not applicable for events.
- Catered food & non-alcoholic beverages allowed. Contracted caterer must provide all necessary equipment to prepare & service the event. Caterers must be Licensed & able to show current Health Dept permit. Please see Caterer Guidelines as stated below. NO OUTSIDE WINE OR ALCOHOL ALLOWED.
- Time for set-up & decor allowed 1 hour prior to your event. This set-up time courtesy is only applicable for those renting, NOT applicable to those using our space paying the Minimum purchase requirements occurring during Open Hours. Nails, tape or any adhesive not allowed for use on any walls.
- All Decor, external/personal items & food/beverages must be cleared out at the end of the event per the Renter. Anything left over or left behind will be thrown out. Up North Wine Tasting Room is not responsible for lost/stolen items & is not held liable for any items left at the tasting room or for the actions of any visitor/guest while at the tasting room for any injuries, harm or damages that may result to other visitors/guests (party guests, vendors, etc.).
- Renters are liable for the personal property, health & welfare of all guests attending their hosted event. The renter agrees to indemnify & hold harmless Up North Wine Tasting Room & any person in its employ for injuries or property damages/loss to others during the rental event, including but not limited to death, personal injury, property damage, or any other incidents that may occur to any person(s) by use of the premises during the term of the agreement.
- Please note 20% gratuity will automatically be added to the overall bill. This is applicable to both those paying the Minimum Fee and to those paying the Rental Fee.

- Up North Wine Tasting Room has the right to refuse to serve a guest alcohol when we feel that guest has been over-served. Up North Wine Tasting Room has the right to turn a guest away or ask a guest to leave if their behavior is disruptive, threatening, or belligerent.
- Need catering recommendations? Up North partners with surrounding bakeries & restaurants. We're here to help!
- Spirits, Cocktails, Beer, cider, soft drinks & sparkling water available for purchase.

Caterer Guidelines for Up North Wine Tasting Room:

- Caterers must present a current business license.
- Copy of their Health Department Permit.
- Certificate of Insurance (COI)
- Must provide a time of set-up to ensure it doesn't interfere with Up North facility operations
- Caterers must provide their own supplies, water, ice, serving utensils, serving dishes, silverware, & serving equipment. Please Note that Up North has no prep area/storage area for Caterers.

Fees & Rental Prices:

FOR PARTIES OF 13-20 GUESTS: \$300 Minimum purchase not including tax. Please note 20% gratuity will automatically be added to the overall bill. This option is only available during open tasting room hours.

FOR PARTIES OF 21-50 GUESTS: Venue Rental Fee of \$250. We require a non-refundable deposit of \$150 upon booking. Please note 20% gratuity will automatically be added to the overall bill.

Up North Wine Tasting Room

Event Form

Name of Renter:

Renter Phone number & Email Address:

Date & Time of Event:

Event Description:

Approximate Guest Count:

Wine and Beverage Package:

Caterer:

Deposit:

Final Payment:

Staff Requirements:

Event Rental Note:

WE HAVE READ AND AGREE TO ALL TERMS OUTLINED IN THIS AGREEMENT.

GUEST SIGNATURE/DATE