



## Beverage Contract Received Form

**CLIENTS: To ensure proper communication and services, submit this Beverage Contract Received Form & a Beverage Agreement Deposit\*\* check to Creekside Vineyards within 14 days of signing a lease with Parker Run Vineyards for any 1) Big Red Barn rental, or 2) Brooder House rental wherein alcohol is desired.**

"I have received a Creekside Vineyards Beverage Service Contract for my reference upon signing a lease with Parker Run Vineyards. I have read and accept the terms of this contract and have submitted this Beverage Contract Received Form and a Beverage Agreement Deposit\*\* check held in lieu of contract fulfillment based on my lease with Parker Run Vineyards. I understand Creekside Vineyards will send digital invoices and receipts for the remainder of fees & services.

I understand NO OUTSIDE BEVERAGES are permitted on the premises, except nonalcoholic beverages provided by a licensed caterer. I also understand noncompliance of this agreement will likely result in confiscation of non-permitted beverages, forfeiture of my beverage service deposit, and termination of beverages services without refund.

I understand the Contract Agreement Deposit will be refunded within 30 days after my contracted event, once a final inspection is complete, all balances paid, and my guests and I have complied with the terms of this contract.

I understand late payment(s) may be subject to a 10% late fee, deducted from my deposit, and that this deposit is 100% refundable so long as the event is cancelled at least six months in advance and written notification of such is provided."

Customer Name(s): \_\_\_\_\_ Occasion: \_\_\_\_\_

Main Event Date: \_\_\_\_\_ Estimated Time: \_\_\_\_\_ Estimated #/Guests: \_\_\_\_\_

Additional Service Date/Time: Occasion: \_\_\_\_\_ Date: \_\_\_\_\_ Est. Time: \_\_\_\_\_ Est #/Guests: \_\_\_\_\_

\*\*Beverage Agreement Deposit: \_\_\_ 12 Hour Barn: \$500 \_\_\_ 4 Hour Barn: \$100 \_\_\_ 4 Hour Brooder House: \$50

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

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

Customer signature \_\_\_\_\_ Date \_\_\_\_\_ Preferred Contact: \_\_\_ Phone \_\_\_ Email

"I signed my lease agreement with Parker Run Vineyards on the following date: \_\_\_\_\_" initials→ \_\_\_\_\_

**Client Consultation Preferred Availability: please circle all that apply**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10-5	10-5	10-5	10-5	10-5	10-5	10-5
5-8	5-8	5-8	5-8	5-8	5-8	5-8

Client Notes:

\_\_\_\_\_

\_\_\_\_\_

**For Office Use Only:**      Deposit Check #: \_\_\_\_\_ Received By PRV/CVW: \_\_\_\_\_ Date: \_\_\_\_\_



# BEVERAGE SERVICE CONTRACT

(to be completed with Bar Set Up payment 90 days prior to event date)

## w e l c o m e

guest initials → \_\_\_\_\_

Creekside Vineyards Winery (CVW) is honored to be the singular provider of all beverages at Parker Run Vineyards (PRV), & we look forward to serving you. CVW is an artisan winery with a Tasting Room, Bed & Breakfast, Wine Terrace, and "sister venue" at PRV; our partnership with PRV offers guests a breathtaking event venue paired with an expectational wine & beverage experience.

All beverage services include setup & cleanup, wine glasses (at table settings or at the bar), disposable glassware for beer, spirits, & soda, cocktail napkins, and bar side self-serve ice water.  
We are happy to serve in "ready to serve" glassware gifts (such as mason jars) either provided by the host or purchased by CVW for an additional fee. Food & beverage services will be billed separately.  
The bottom drawers of the guest barn fridge (in the kitchen) & Brooder House fridge (if in use) include complimentary soda and water. Bar service beyond 4 hours **must be in conjunction** with food provided **and** serviced by the guest's choice of a licensed caterer. A copy of the Catering Contract must be provided to CVW no later than 10 days prior to the event.  
Clients will be responsible for the behavior of all guests prior to, during, and after the event at PRV, including, but not limited to, behavior resulting in property damage and violations of this Beverage Service Contract.  
PRV & CVW reserve the right to inspect & control events held on the property, & the right to refuse service to anyone.  
**NO OUTSIDE BEVERAGES are permitted on the premises, except nonalcoholic beverages provided by a licensed caterer. Noncompliance may result in confiscation of non-permitted beverages, a termination of bar service without refund, & forfeiture of deposit.**

## g u e s t c o u n t & p a y m e n t

guest initials → \_\_\_\_\_

A Beverage Contract Received Form and refundable Beverage Agreement Deposit check is due to Creekside Vineyards Winery within 14 days of signing a lease with Parker Run Vineyards. (\$500 for 12 Hr Barn, or \$100 for 4 Hr Barn, or \$50 for 4 Hr Brooder House Lease)  
Digital invoices & receipts will be provided for the remainder of fees and services: cash, check, or credit card accepted.

### Payment Timeline & Planning

**Due Date    Rec'd Date**

- Within 14 days of booking, a Contract Received Form & Beverage Agreement Deposit are due. \_\_\_\_\_
- 90 days prior, the ^Beverage Services Contract, ^with estimated guest count & ^Set Up Fee are due. \_\_\_\_\_  
*\*In circumstances where your event is less than 90 days out, ^all the above are due within 14 days of signing with PRV.*  
*\*Specialty beverages should be discussed with Creekside Vineyards Winery.*
- 15 days prior to the event a final guest count is due via email. \_\_\_\_\_  
*\*If a final count is not provided, the estimated guest count will serve as the final count.*
- 10 days prior, the balance of staff fees & preordered beverages & copy of catering contract are due. \_\_\_\_\_
- 15 days after, the Final Balance is due (an invoice will be emailed within 48 hours after the event): \_\_\_\_\_
- 30 days after the event, the refundable \*Beverage Agreement Deposit check is returned. \_\_\_\_\_  
*\*So long as the client and their guests have complied with the terms of this contract, all balances have been paid on time (late payments subject to a 10% late fee deducted from the deposit check), and a final venue inspection is completed).*

## i d e n t i f i c a t i o n

guest initials → \_\_\_\_\_

We are required by law to request I.D. from anyone who appears to be 30 years or younger.  
We will not serve alcohol to anyone who is unable to show proof that they are at least 21 years of age.

## r e m a i n i n g a l c o h o l

guest initials → \_\_\_\_\_

All beverages (opened and/or unopened) & all other beverage service items remain property of Creekside Vineyards.  
While it is unlawful to remove open containers from the event, guests may purchase unopened bottles of wine "to go" during the event.

## b a r t e n d e r s & s e t u p

guest initials → \_\_\_\_\_

4 Hour Bar @ Big Red Barn: \$350 set up and \$300 bar minimum  
--Barn beverage service includes 2 bartenders for 4 hours for up to 200 guests; set up and clean up time is included; additional bar hours available.  
4 Hour Bar @ Brooder House: \$100 set up and \$50 bar minimum  
--Brooder House beverage service includes 1 bartender for 4 hours of service for up to 50 guests; set up and clean up time is included.  
To ensure quality service, one bartender will be staffed for every 100 guests at a fee of \$25 per bartender per hour based on the final guest count. **Bartenders reserve the right to refuse service to anyone who they feel is intoxicated or endangers guests.**  
Rehearsal & morning of bar service are also available (please ask for details).  
Due to refrigeration space, a beer trailer may be parked outside the south side of the barn near the sliding service door.



## event details & beverage selections

*\*You will receive a Creekside Vineyards suggested wedding wine selection to sample with friends and family; also, guests can visit the tasting room or view our full wine selection online.*

\*Responsible Party: Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_ \*Birthdate: \_\_\_/\_\_\_/\_\_\_

Wedding Clients: Engaged Couple Names: \_\_\_\_\_

Parents of Bride: \_\_\_\_\_ Parents of Groom: \_\_\_\_\_

Event Date: \_\_\_\_\_ Occasion: \_\_\_\_\_ Day of Contact Person: \_\_\_\_\_

Est #/Guests: \_\_\_\_\_ Final Guest Count: \_\_\_\_\_ (#<21yr \_\_\_) Transportation Service (if any): \_\_\_\_\_

\_\_\_\_\_ Hours of Bar Service Bar Service Begins: \_\_\_\_\_ Bar Service Ends: \_\_\_\_\_ (last call 30 minutes prior)

Ceremony Begins: \_\_\_\_\_ Ceremony Location: \_\_\_\_\_ Cocktail Hour: \_\_\_\_\_ Food Served: \_\_\_\_\_ Caterer: \_\_\_\_\_

On Site Rehearsal: Yes or No If yes, Date: \_\_\_\_\_ Location: \_\_\_\_\_ Est #/Guests: \_\_\_\_\_

Rehearsal Time: \_\_\_\_\_ Bar Service Begins: \_\_\_\_\_ Bar Service Ends: \_\_\_\_\_ (\$25 per hour for staff)

Rehearsal Menu (H= host or C= cash): \_\_\_ packaged beer \_\_\_ keg (barn only) \_\_\_ wine soda and tea included for up to 50 guests

\_\_\_\_\_ Add. Details/Services: \_\_\_\_\_

Host	Cash	Beverage Options & Pricing <i>*Drink tickets or personalized options available / HOST BEVERAGES: Add 7.25% sales tax &amp; 20% gratuity / CASH BEVERAGES: Sales tax included</i>
	NA	Champagne toast with glass flute \$3.5/person (3oz champagne, flute rental, and additional staff included)
		Creekside Vineyards Wine: _____ HOST: wine by the glass: \$4.25, wine by the bottle: \$14-18 (Add custom labels for \$1.50/bottle; ask for details) Save 10% on all hosted bottles of wine for tables @ dinner, bar service, or bridal party gifts. CASH: wine by the glass \$5.00; wine by the bottle: \$14-\$18 (Available for on or off-site consumption for all guests)
	NA	Draft Beer: 1/2 barrel (approx. 165, 12oz. cups) HOST: domestic: \$255 / specialty: starts @ \$275 (Choose 2 types, 4 kegs max) We have an extensive list of Anheuser Busch products and craft kegs available; please ask for details. Draft Selections: _____
	NA	Mimosa Morning: HOST: \$250 (\$10/add/per) Location: _____ Start: _____ End: _____ Guest Count: _____ <i>Includes 1 bartender for 2.5 hours, mimosas OR Bloody Mary's, wine spritzers, soda &amp; water for &gt;15 guests.</i>
	NA	Outdoor Bar Set Up: for Cocktail Hour (2 hours): wine, beer, signature drink, pop, H2O (HOST ONLY: \$150 plus drinks consumed)
		Packaged Beer: HOST: domestic \$3.75; specialty/craft: \$4.75 / CASH: domestic \$4.00; specialty/craft: \$5.00 Bud Light, Michelob Ultra, Bent River Mississippi Blonde, Bent River Uncommon Stout,
	NA	Signature Wine Punch: 3 gallons, 48, 8oz servings of Peach Bellini, Red Sangria, or Wine-a-Rita HOST: \$180 (\$3.75/serving) Refill as needed? Yes No
		Spirits: Amaretto, Rum, Tequila, Vodka, Whiskey; mixers & garnishes included HOST: shots & signature drinks \$4.75; mixed drinks: \$5.75 (doubles: \$7.75) CASH: shots & signature drinks \$5; mixed drinks: \$6.00+ (doubles: \$8.00)
		NON ALCOHOLIC OFFERINGS: ___ Can Soda (Coke, Diet Coke, Sprite) and Bottled Water: HOST & CASH: \$1.00; regional root beer: \$2.00 ___ Lemonade or Unsweetened Tea (6 gallons / 96 cups): HOST: \$50 ___ Starbuck's Coffee (self-serve @ bar): 100 cups: HOST: \$50
NA		Staffing: Set Up Fee includes 4 hours bar service (\$350 Barn: 2 staff for 200 guests; \$100 Brooder House: 1 staff for up to 50 guests) ___ 1 additional bartender for every additional 100 guests @ \$25/hour (Barn ex: 5 hrs bar/200 guests = \$350 Set Up + \$50 add)

*"I have read, understand, and accept the terms of this Beverage Service Contract. I understand that failure to comply with this agreement may result in a loss of deposit(s) and forfeiture of beverage services without refund."*

Customer signature \_\_\_\_\_ Date \_\_\_\_\_ Preferred Contact: \_\_\_ Phone \_\_\_ Email

**Creekside Vineyards Winery / PO Box 102 / 1667 Hwy 67 / Preemption IL 61276**  
309.787.9463 / [creeksidevineyardswinery@gmail.com](mailto:creeksidevineyardswinery@gmail.com) / Jennifer & John Mital, owners

\*Prices Subject to Change / Stock Based on Availability / Last updated 5.15.2018



**Artisan Wine Selections**

(based on availability)

- First Kiss (Marechal Foch) 18**  
 This barrel aged bold vintage offers complex hints of earth, spice, and nuttiness with a velvety finish.
- Crooked Owl (Corot Noir) 18**  
 This barrel aged dry red boasts big soft tannins, light fruit notes, and a soft finish.
- Mosiac (Red Blend) 18**  
 A barrel aged red blend of Marquette, Corot Noir, Foch and Norton.
- Country Road (Norton) 15**  
 A spicy, dry red with subtle notes of dark fruit, coffee and chocolate-like flavors with a silky finish.
- Rock Island Red (Frontenac) 14**  
 This semi dry, fruit forward red hints of spice, a light cherry tartness, and a smooth finish.

**Whites & Blush**

- Creekside White (LaCrosse) 14**  
 A dry white, estate grown with notes of lemongrass & light tropical fruit.
- Front Porch (Traminette) 14**  
 A German styled off-dry / semi-sweet vintage offers memorable light notes of floral, spice, and honey.
- Blossom (Vidal Blanc) 14**  
 A wonderfully semi-sweet white with ever so light tones of citrus, honey, and florals. Also bottled as Hugs and Hearts to support QCA's Gilda's Club.
- Moonbeam (La Crescent) 14**  
 This semi sweet white bursts with front flavors of melon, peach, and pear.
- Native Flower (Edelweiss) 14**  
 A semi sweet white with soft hints of white grape, almond, pear, and grapefruit.
- Blush: Blushing Bonnie (Frontenac / LaCrosse) 14**  
 A light semi sweet blush with soft hints of berries. Enjoy with cheesecake, strawberries, or chocolate.

**Keg Selections**

(starting @ \$255; based on availability)

- ✓ Anheuser Busch Brands
- ✓ Around the Bend
- ✓ Backpocket
- ✓ Banging Gavel
- ✓ Bells Brewery
- ✓ Breckinridge
- ✓ Church Street
- ✓ Front Street
- ✓ Geneseo Brewing
- ✓ Goose Island
- ✓ Great River
- ✓ Green Tree
- ✓ Iron Spike
- ✓ Kolona
- ✓ Lena
- ✓ Lionstone
- ✓ Lost Coast
- ✓ Millstream
- ✓ O'Fallon
- ✓ Potosi
- ✓ Schlafly
- ✓ Shiner Bock
- ✓ Shocktop
- ✓ Tallgrass
- ✓ Uinta
- ✓ Urban Chesnut