

Cubanísimo Vineyards Wedding & Reception Information



Cubanisimo Vineyards wants to congratulate the happy couple considering our facility for their special day. The Estate is recognized as one of the top 10 vineyard facilities in Oregon for its natural beauty, its unique ambience, and its award winning wines.

Cubanisimo Vineyards enjoys making their grounds and facility available for weddings and other such events, but, alas, we can make no guarantees for weather, our facility is primarily an outdoor venue.

We know you will be proud of having your special event at our Vineyard and we will gladly make suggestions and recommendations for catering, florists and rental companies, including tent rentals, upon request.

As you read our wedding and reception policy know we use this format to make sure all is clearly defined ahead of time. Once our mutual expectations are well defined you can thereafter focus on having a magnificent, memorable event!!



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The wedding site overlooks our Estate Vineyards and the Willamette Valley, with wonderful views of Mt. Jefferson and Mt. Hood.

The reception area is located on our tropical patio with a beautiful dance area, palm trees and a small pond. This area can seat up to 200 guests.

What we offer

- * Wedding & reception location on a beautiful, mature vineyard
- * Use of the Estate House for the wedding party to dress and take photos
- * Use of the vineyard for photos on your wedding day
- * Ability to choose your own caterer
- * Bistro tables and chairs at the reception site for up to 100 guests
- * OLCC server for your wine.

Add-on services:

Kegs and OLCC permitted server
Keepsake personalized wine glasses for you and your guests



You will need to provide all rental items to include but not limited to:

Chairs at wedding site
Additional tables & chairs at reception site
All glassware, flatware, serving utensils, tablecloths, etc. for reception.

Cubanissimo Vineyards offers an outdoor venue primarily and can offer no guarantees to the weather. In the event of inclement weather a tent rental will be necessary.



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Wedding & Reception Contract

This contract confirms the agreement between _____ (Wedding party name) and Cubanisimo Vineyards Inc. for the private use of Cubanisimo Vineyards' Wine Tasting Room & Estate Grounds subject to the following usage conditions:

Capacity: Outdoors: 200 max; Indoor: 40 max.

Rates & Fees: Weddings less than 75 guests, \$2,500 for the first 6 hours and then \$350/hr. thereafter
Weddings of more than 75 guests, \$2,900 for the first 6 hours and \$450/hr. thereafter.
Minimum 6 hours. Clean up fee: \$75.

The rate will be applied to rehearsals, setup, wedding, reception and clean-up. Chargeable time begins when the Wedding Party requires access to Cubanisimo facilities, needs the assistance of someone from Cubanisimo Vineyards, or when the Tasting Room must be closed to the public, whichever comes first, and continues until closing down of the facilities to the Wedding Party, including clean up.

Deposit: \$500 deposit required at time of reservation.

Reservations are confirmed with the receipt of the deposit and finalized with receipt of signed Wedding & Reception Agreement. The deposit will be applied to the rates & fees upon contract fulfillment.

Amenities: Cubanisimo Vineyards has tables and chairs for up to 100 people outside. The tables may also be used as gift or buffet tables. Tables & chairs other than those existing at the facility must be provided and removed by the Wedding Party.

Any cost for display fixtures, lighting, sound equipment or other fixtures is at the expense of the lessee. The Wedding Party is responsible for the setup and arrangement or any additional items not provided by Cubanisimo Vineyards (tables, chairs, linens, tents, flowers, lights, decorations, etc...).

Catering: Catering to be provided by Wedding Party. Catering party is expected to take everything they brought with them when they leave and basic clean-up of the space. Equipment available for the caterer includes sink, a refrigerator, stovetop oven, a water hose, and electrical outlets. Cooking equipment will be kept outdoors; a covered area is available. Plates, glasses and utensils are to be provided by the Wedding Party. Cubanisimo Vineyards can provide names of previous caterers, familiar with our facility, upon request.

Beverages: All alcoholic beverages are to be provided by Cubanisimo Vineyards. No outside alcohol or liquor is permitted. Wedding Party must notify Cubanisimo Vineyards of specific requests such as champagne, beer or soda at least 4 weeks prior to the event. Alcoholic beverages are limited to beer & wine. The Wedding Party or Catering party may provide non-alcoholic beverages.

There is a minimum purchase requirement of 1 case of Cubanisimo Vineyards Wine for every 50 guests. Cost of the wine is at the published retail prices. After the minimum is met, Cubanisimo can offer a no-host bar, or an open bar.

There is a \$20 restocking fee if you do not use at least 50% of specially ordered alcoholic beverages such as beer and sparkling wine at your event. Cubanisimo charges \$3 per

Beer for most beers. Kegs start at \$275 and increase based on the beer selected. There will be a \$125 service charge assessed for all keg rentals to cover the OLCC approved server and delivery fees. In addition, if more than one keg of beer is to be served at the same time, there will be an additional fee of \$150 per "Kegeator" as the Vineyard only owns one.

- Final Payment:** Due at end of reservation period. Final amount due will include the rental fee, beverages, table & chair rental fees, and clean-up fees, minus the \$500 deposit.
- Refunds:** Full refunds are granted if notification is given at least 3 months prior to the event. 50% refunds if notification given within 3 months of the event.
- Right of Entry:** The Estate House Grounds are available only for wedding ceremonies, no other private party usage permitted. Receptions and weddings are permitted at the Tasting Room area. Limited use of Estate House is allowed, but will be restricted to pre-determined members of the Wedding Party only. Guests of the wedding party are not permitted inside the Estate House. Restroom facilities are available at the Wine Tasting Room for your guests. The Estate House access is strictly restricted to the bride & grooms' dressing rooms & hallways leading to them. Access to the Estate House ends 1 hour after the ceremony and all personal items will need to be removed at that time.
- Insurance:** Wedding Party must provide a Certificate of Liability Insurance with an occurrence coverage limit of at least \$1,000,000 listing Maurice Collada Jr. & Cubanissimo Vineyards Inc. as Certificate Holders on the day of the event. Certificate must be received 7 business days prior to the event. Your Home Owners Insurance Agent can typically provide this.
- Damage:** Wedding Party is responsible for any damage to facilities, amenities and equipment that occurs during the event, or as a result of guests to the event.
- Parking:** If Wedding Party expects over 50 guests, parking director must be present during the arrival period. The Wedding Party must provide the parking director.
- Alcohol Consumption Policy:** Oregon State Law prohibits the service of alcohol to any visibly intoxicated person. Cubanissimo Vineyards' bartenders will not serve alcohol to anyone who appears to be intoxicated. No one under 21 is allowed to consume alcohol. Cubanissimo Vineyards is Required by state law to check the ID of anyone who looks under 26. Cubanissimo Vineyards reserves the right to stop alcohol service if out of control drinking occurs. Examples include alcohol consumption by minors, consumption of unapproved alcohol, self-service by guests or unapproved vendors, consumption by intoxicated individuals, abusive or argumentative behavior by guests, damage to property, theft, or other inappropriate behavior.
- This policy is designed to protect you and your guests. Cubanissimo Vineyards is in no way responsible for the actions of any guest or client at any time. Cubanissimo Vineyards is not responsible for any illness, injury or death on or off the premises as a result of alcohol consumption or any other reason.

Wedding Party Information

Name(s) of Responsible Person: _____

Phone: _____ Contact Email: _____

Mailing Address: _____

Event Date: _____ Est. Time: _____ Est. Number of Guests: _____

Full Name of Bride & Groom: _____

Facilities to be used for Wedding and/or Reception

Estate House and Grounds _____ Wine Tasting Room _____ Wine Tasting Room Garden _____

Additional Information

Caterer Name: _____ Phone: _____

Photographer Name: _____ Phone: _____

Additional Contacts: List the Name, Phone, & role in event (Wedding planner, florist, DJ, etc.)

1. _____

2. _____

3. _____

4. _____

5. _____

Wine, Beer, Sparkling and Non-Alcoholic Beverages to be provided by Cubanisimo Vineyards:

Kegeerator needed _____ (Vineyard owns (1), additional Kegeerator's available to rent for \$150/ea)

Amenities Provided:

Patio & Garden Area: The Vineyard has seating for up to 100 people utilizing the Tasting Room bistro tables and chairs that seat 4 people each. These are available for the Reception in full or in part. The Wedding party is responsible for the setup of the provided tables. Additionally there is one wine barrel table with a glass top located on the patio. This is available for your event.

Tasting Room: There are 4 wine barrel tables with seating up to 22. These tables are available for use inside the tasting room only and may not be moved outside.

Seating arrangements should be communicated to Cubanísimo Vineyards 14 days prior to the event.

In addition we are able to rent the following items for your special event:

Cordless Microphone/Speaker \$25 6' Tables \$9/ea Propane Heaters \$50/ea
Wine Barrels \$25/ea Table Umbrellas \$25/ea

Right of Entry

List the names of people who will have access to the Estate House. Right of Entry is limited to the Bride & Grooms' dressing rooms & the hallways leading to them. If more room is required, please attach additional pages, subject to the approval of Cubanísimo Vineyards Inc.

- | | |
|----------|-----------|
| 1. _____ | 8. _____ |
| 2. _____ | 9. _____ |
| 3. _____ | 10. _____ |
| 4. _____ | 11. _____ |
| 5. _____ | 12. _____ |
| 6. _____ | 13. _____ |
| 7. _____ | 14. _____ |
-

Payment Information

Deposit Due: \$500.00, Check if Deposit Completed

Circle Method of Payment: Check/Money Order Visa MasterCard

Please complete the following, even if paying by Check or Money Order:

16 Digit Number: _____ Expiration Date: _____

Name on Card: _____

Billing Address: _____

Signature of Cardholder: _____ Date: _____

If check or money order, make payable to Cubanísimo Vineyards and please enclose with signed contract. Credit card required to be on file. Final payment due with cash or credit card

SPECIAL CONSIDERATIONS: THIS SECTION OUTLINES THE SPECIFIC ITEMS WE HAVE AGREED TO THAT ARE NOT ADDRESSED IN THE BODY OF THE POLICY.

Rates for facility rental (initial next to applicable rate)

_____ \$2,500 for the first 6 hours and then \$350/hr. thereafter
_____ \$2,900 for the first 6 hours and then \$450/hr. thereafter.

Signature Required

By signing this, I accept the terms & conditions outlined in this Wedding & Reception Agreement, and that I am the responsible representative on behalf of the Wedding Party.

Signature of Wedding Party Representative: _____ Date _____

Printed Name of Wedding Party Representative: _____

Signature of Cubanisimo Representative: _____ Date _____

If you have any questions, please call us at (503) 588 – 1763.

Please complete and return this out to Cubanisimo Vineyards as soon as possible to secure your special date

Mail to: 1754 Best Rd NW, Salem, OR 97304

Fax to: (503) 485 – 4895

Scan/Email to vino@cubanisimovineyards.com