

# 2023 Event Policies

## Woodin Creek

### **Reservations & Booking Fees:**

In order to reserve your event date, a credit card must be kept on file.

A credit card must be kept on file for expenses incurred during the event. Final bill is due on or before the event date, with additional expenses being charged at the conclusion of the event.

An additional \$250 will be added for every extra hour added to rental.

### **Food & Beverages:**

Food and beverage options will be determined at least 14-days prior to the event date.

Additional fees may apply if catering arrangements are to be made by Tsillan Cellars.

Outside catering is welcome and we will provide a list of amenities for caterer use.

Liability for any damages done to equipment by outside parties will be the responsibility of the guest booking the event.

All alcoholic beverages must be provided by Tsillan Cellars Winery.

Wines are to be selected from the current Tsillan Cellars wine list *no sooner* than one month prior to your event. We also can order specialty Beer if desired. Please contact the Event Director for options.

A customary 20% service charge and Washington State Tax will be added to the final balance for all food and beverage. Any additional charges incurred the day of the event will be charged to the card we have on file.

Alcohol service will cease 30 minutes prior to the conclusion of the event.

Tsillan Cellars reserves the right to limit alcohol and refuse service to any guests that cannot provide proof of legal consumption age or who are perceived to be intoxicated above the legal limit. Tsillan Cellars also reserves the right to close the bar and/or end the event early if problems ensue from overly intoxicated guests.

### **Set-up & Clean-up**

The facility as a whole is open to the public daily and rental equipment and set-up can be scheduled during business hours. Vendor set-up will need to be scheduled so as to not interfere with the winery's daily operation. All property belonging to the client and their agents must be removed at the conclusion of the event.

**Patio & Weather**

Due to city noise ordinance, our patio must close at 8:30pm. Tsillan Cellars cannot be held responsible for inclement weather. Please plan accordingly.

**Music**

We welcome bands and DJ Background music. All outdoor and or amplified music must end by 9pm. Your band or DJ is able to set up prior to your event. Please contact your Event Director for times available for set up.

**Decorations**

All flowers and other decorations will be kept in the elegant theme and good taste of the winery's architecture and décor. No items may be attached to any structures. Ladders or other supplies needed to decorate are the responsibility of the client and/or vendor. Decorations must be set-up and displayed so as to not interfere with the winery's daily operation.

**Children**

The Tsillan Cellars tasting room is not a childproof space with merchandise and furniture being in reach of minors, children are not allowed to roam the tasting room unattended. We must insist that all children under the age of 18 be accompanied and supervised by an adult at all times. This includes, but is not limited to, climbing on furniture or other fixtures. Tsillan Cellars is not responsible for any liability claims filed by a parent if a child is hurt while on our grounds.