

**PARTY HOSTING**       Hold     Confirmation     Deposit

Customer/Contact Person: \_\_\_\_\_ Party Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Starting time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Type of Occasion: \_\_\_\_\_ Surprise? If yes, for \_\_\_\_\_

**SETTING**

Type: \_\_\_\_\_ Guests: \_\_\_\_\_ (20 max.)

Indoors     Outdoors w/Backup     Outdoors No Backup      \$ \_\_\_\_\_

**FOOD**

Winery: Buffet \_\_\_\_\_ \$ \_\_\_\_\_

Nibbler Trays \_\_\_\_\_ \$ \_\_\_\_\_

Cupcakes (\$2 x \_\_\_\_\_ guests) \$ \_\_\_\_\_

Fast Food/Pizza Delivery     No Food      Winery Service Fees \$ \_\_\_\_\_

**BEVERAGES**

Wine:       Guided Tasting     Mingle Pouring    (\$5 x \_\_\_\_\_ guests)      \$ \_\_\_\_\_

Open Wine Bar     Cash Wine Bar     No Alcohol      \$ \_\_\_\_\_ \$ \_\_\_\_\_

Non-alcohol Beverages: \_\_\_\_\_ (wine estimate)

Iced Tea     Lemonade (\$2 x \_\_\_\_\_ guests)      \$ \_\_\_\_\_

Bottled Water     Ice Water in Glasses (\$0.50 x \_\_\_\_\_ guests)      \$ \_\_\_\_\_

No non-alcohol beverages      Winery Service Fees \$ \_\_\_\_\_

**TIME EXTENSIONS & ADD-ONS**

Cake Appt: Date/Time \_\_\_\_\_ Person/Phone \_\_\_\_\_ \$ \_\_\_\_\_

Misc. Appt: Date/Time \_\_\_\_\_ Person/Phone \_\_\_\_\_ \$ \_\_\_\_\_

Extended Time Allowance: (Additional hours \_\_\_\_ x \$50/hour) \$ \_\_\_\_\_

Cake Table: \_\_\_\_\_ \$ \_\_\_\_\_

Gift Table: \_\_\_\_\_ \$ \_\_\_\_\_

Stemless Wine Glass with Winery Logo Imprint: (\$8 x \_\_\_\_\_ guests) \$ \_\_\_\_\_

Table Décor:  White flowers     Other color \_\_\_\_\_ \$ \_\_\_\_\_

Other Special Requests: \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL** of services and merchandise \$ \_\_\_\_\_

**SALES TAX** (7%) \$ \_\_\_\_\_

**TOTAL** of food and beverage \$ \_\_\_\_\_

**SALES TAX** (8%) \$ \_\_\_\_\_

**ESTIMATE TOTAL** \$ \_\_\_\_\_

**DEPOSIT** \_\_\_\_\_ minus \$ \_\_\_\_\_



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