

The Sunset Pavilion

CAPACITY

Accommodates up to 100 guests.

PRICE

\$400 + tax with a \$200 min alcohol sales, for a 4 hour rental. This includes setup time.

\$200 non-refundable deposit

AVAILABILITY

Sunday thru Wednesday only 5pm-9pm

4 hour rental includes setup

Not available during our regular business hours

MAIN USES

Birthday and anniversary parties, corporate meetings, reunions, rehearsal dinners.

ADULT VENUE - MINORS

- Although Ladoga Ridge Winery is an all adult venue, minors, under the age of 21, are allowed to participate in rentals of our Sunset Pavilion.
- For their safety, we ask that they be supervised by a parent or guardian at all times.
- Children/Minors are not allowed in outside areas without a parent or guardian.
- No one is allowed in the Vineyards.
- FYI: A pond is present on the property.

HOW TO BOOK YOUR RENTAL

For pricing, availability, and any questions please contact Diane our Event/Rental Manager at ladogarental@gmail.com. Diane will be happy to assist you in booking your special event!

RENTAL FEES & DEPOSITS

- The price is \$400.00 + tax for a 4 hour period (up to 100 guests)
- A rental deposit of \$200.00+ tax must be paid in advance to hold the date and is not refundable if cancelled.
- The remaining balance is due 1 week prior to the date of use.
- Your rental is for a 4 hour period. Additional charges of \$50.00 per 15 minutes will apply to your bill if the rental space is not completely vacated by the end of your contract time.
- Rental fees & deposits are payable by cash or credit card.
- A valid credit card number **must be provided** upon the signing of the rental agreement to cover any additional rental fees or any damages that may incur.

SETUP AND CLEANUP

- Setup is included in the 4 hour rental.
- You or your caterer are responsible for cleaning up, by the end of the rental period.
- Tables must be cleared.
- Trash must be collected.
- Trash bags will be provided by Ladoga Ridge Winery.
- The staff will clean all remaining areas including wine glasses, tabletops, floor, etc.

DECORATIONS AND ENTERTAINMENT

- The Sunset Pavilion decorating is limited to tabletops.
- Tablecloths and centerpieces are allowed.
- Only battery operated candles are allowed.
- No confetti or similar substances are allowed.
- All outside entertainment must be approved by Ladoga Ridge Winery.

FOOD SERVICE

- All food must be approved by Ladoga Ridge Winery.
- Large group gatherings must have an approved caterer.
- Ladoga Ridge Winery does not provide servers for your meals.
- All tablecloths, plates, cups, plastic ware, serving tools, condiments, etc., will be the responsibility of the renter.
- You may hire a licensed caterer of your choice or we can recommend one for you.
- Food trays can be purchased in advance from HyVee, Costco, or Price Chopper.
- Our insurance will not allow us to reheat food.

- You are responsible for all table coverings, plates, cups, napkins, condiments, serving tools, etc. There are 2 – 8 ft. rectangular tables available for you to place your food.
- The renter is responsible for all linens.

ALCOHOL SERVICE AND OTHER DRINKS

- Outside alcohol is prohibited by Missouri State Law.
- Ladoga Ridge Winery will provide bar staff to serve our handcrafted wines and a variety of beer. (currently 5 beers to choose from)
- We sell wine by the glass or bottle.
- Our wine list includes 10-15 handcrafted wines from dry to sweet, wine slushies during the warmer months and mulled wine during the cooler ones.
- Ice water is available upon request.
- Other drinks including sodas are available for purchase.
- Tastings are available for \$5.00 (5 - ½ oz samples).
- Tabs are accepted by the host or guests during the event.
- Bottles may be purchased to take home as well.
- We can seal any unfinished bottle for take home purposes.
- We ID and reserve the right to refuse service to anyone

RESTROOMS

Outdoor restrooms including handicap accessible are located near the Sunset Pavilion.

SMOKING ON PREMISES

- Smoking, including E-Cigarettes, is prohibited in the Sunset Pavilion.
- Smoking is permitted outside only.
- Please do not smoke near entrances and exits.
- We ask that you are courteous to other guests.
- Please use receptacles that have been provided.

HEATING, COOLING AND LIGHTING

- The Sunset Pavilion can be heated if needed.
- We do have large fans that can assist with cooling, however, the pavilion is not air conditioned. The pavilion strip lights and fan lights will be turned on as warranted.
- Please ask management to adjust lights and settings as needed.