



EVANSBURG VINEYARDS

3857 Germantown Pike

*Event Rentals*

**Thank you for your interest in hosting your event  
with us at Evansburg Vineyards!**

We are a small boutique winery and vineyard. We host all kinds of events, including baby showers, bridal showers, proposals, birthdays, family get-togethers, corporate events, fundraisers, and many more. Please take a moment to read over the event space rental policies and information we have available.

**All beverages & catering must be provided by  
Evansburg Vineyards, Inc.**

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# Space Rental FAQs:

## WHEN WOULD I WANT TO RENT SPACE?

Our winery operates on a first come first serve basis. We have plenty of tables that can sit small groups but we cannot guarantee seating for large parties unless they rent a dedicated space in advance.

Space rental is required if you would like a guaranteed private space and/or the option to decorate the space.

## WHAT IS THE MIN AND MAX NUMBER OF PEOPLE I CAN RESERVE SPACE WITH?

We have several different areas available for rental that are for different size parties. Our largest rental space fits a max of 48 guests. We do not have a minimum, however typically rental is not necessary if your party is smaller than 10 guests.

## ARE OUTSIDE FOOD AND BEVERAGES ALLOWED?

We do not allow external catering beyond celebration cakes and pastries. All external beverages (alcoholic and non-alcoholic) are not permitted.

## WHAT DOES A RENTAL INCLUDE?

Rental guarantees your party a unique space for your celebration. We provide individual service for your party and will work with you to arrange the space to fit your needs. This includes an additional hour to set up prior to your event and half an hour after to clean up. In other words, you do not need to pay for the set up and clean up time.

Parties can customize their package (detailed below) depending on their preferences. Parties larger than 15 cannot order wine tasting flights during peak hours (3PM - 6PM) but can order by the glass or bottle.

## WHAT DO I HAVE TO DO TO BOOK A RENTAL?

To book a rental, the first step is to send us an email at [operations@evansburgvineyards.com](mailto:operations@evansburgvineyards.com). Tell us what your ideal date, time, and party size is. Let us know if your party will include children, and if so, approximately how many. We will offer you available options accordingly. We will also provide you with an event space rental contract. It is required to pay the deposit in full to complete a rental reservation. After booking we send an email 2 weeks prior to finalize arrangement details. Plan to book with 2 to 3 months of anticipation. Events must end 30min before closing.

**We do not handle event space rental inquiries over the phone.**



# EVENT WALK-THROUGH

## IMPORTANT THINGS TO KNOW

### HOW DO I BOOK MY EVENT?

Email us at [operations@evansburgvineyards.com](mailto:operations@evansburgvineyards.com) with party details including your **desired space, packages, party size, date, time, and approximately how many children are attending if any.** We will respond within 48-72 hours with availability accordingly. The event rental will not be finalized until the digital contract is signed and the deposit is paid. Feel free to send any questions you may have, we'd be more than happy to answer them!

### HOW DOES PAYMENT WORK?

- **A rental contract and a \$500 deposit are required to secure the space.** Both will be sent digitally.
- At the end of your event, you will be responsible for paying your drink and food package tab. The initial deposit you paid to secure the rental will be subtracted from this total.
- If you'd like to extend your rental beyond the 3 hours allotted in the rental and have space available to do so, we will add the additional time to your tab (\$175 / hour for the Large Pavilion, \$125 / hour for the Small Pavilion, \$75 / hour for the Wine Barrel Room).

### WHAT DOES PREPARATION & ORDERING LOOK LIKE?

As the event organizer, **you will receive an emailed event preparation form two weeks prior to your event date where you will detail desired menu preferences, drink preferences and space arrangements.** On the day of the event, a staff member will be there to support during the included setup hour. Additionally, a server will be stationed in your event space and will be there to pour drinks and support your party's needs.

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# STEP 1:

*Choose the perfect  
space!*

# Deck

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The upstairs deck area is our smallest rental area and is ideal for parties of 10-12 individuals. This private area overlooks the entire property with a privileged vineyard view. The rental options to reserve this space are listed below. This area is shaded but not rain-protected. It is not wheelchair accessible.

The rental of this space is fully refundable and includes the possibility to reschedule in the case of inclement weather.





# Wine Barrel Room

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Our Wine Barrel Room is an ideal space for parties of 15-20 individuals. A minimum of 15 guests is required to rent this area. This private area is right where all the winemaking action takes place. The rental options to reserve this space are listed below. This area is completely indoors and is wheelchair accessible. Due to the fact that this area is our active production room, only adults are allowed in this space. The Wine Barrel Room cannot be rented in September & October during our winemaking season.



# Small Pavilion

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The small pavilion is ideal for your party of up to 30 individuals. A minimum of 18 guests is required to rent this area. The small pavilion is open air and fully covered, and therefore provides shielding from rain. This pavilion can accommodate different table and chair arrangements upon request. The rental options to reserve this space are listed below.







# Large Pavilion

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The large pavilion is ideal for your party of **30-48 individuals**. A minimum of 30 guests is required to rent this area. The large pavilion is perfect for all weather types, as it is fully covered and can be fully enclosed (and heated) during the colder months or inclement weather days. During the summer, garage doors can be opened and provide a wonderful vineyard view. This pavilion can accommodate different table and chair arrangements upon request and is fitted with a small bar area. The rental options to reserve this space are listed below.

Available for rental on Monday through Thursday. Available Friday only 12-4PM. Not available on Saturday and Sunday until further notice.

# STEP 2:

*Pair it with the  
perfect package!*



# PACKAGES AVAILABLE BY AREA

AREA AVAILABILITY	REGULAR TAB PACKAGE	FOOD & DRINKS PACKAGES
DECK MAX 12 PEOPLE	✓	✗
WINE BARREL ROOM MAX 20 PEOPLE	✗	✓
SMALL PAVILION MAX 30 PEOPLE	✗	✓
LARGE PAVILION MAX 48 PEOPLE	✗	✓

SCROLL BELOW TO REVIEW EACH PACKAGE CAREFULLY.

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# REGULAR TAB | DECK ONLY

## WHAT DOES THIS INCLUDE?

This includes all menu items at regular menu prices.

## HOW DOES PAYMENT WORK?

- Payment for the \$50 / hour rental fee is necessary to secure rental. Payment for the onsite tab is due at the end of the event and must be paid for by the renter as a single tab. The tab must meet a minimum charge of \$300. Renter must purchase items to makeup the difference if the minimum charge is not attained.
- If you'd like to extend your rental and if we have space availability to do so, we will add the additional time to your tab (at the same hourly price as what you paid to finalize the rental).

## WHAT DOES ORDERING LOOK LIKE?

As the event organizer, you can decide if you'd like for guests to order their drinks or if you'd prefer to be in charge of ordering for the party. A server will be dedicated to your party to facilitate either option.

## WHEN IS THIS AREA AVAILABLE?

Available for rentals May - October. In the case of inclement weather, this space is refundable and rescheduleable. Alternatively, the event can be moved indoors (in a non-private area), and the minimum charge will be waved.

External alcohol or food is not permitted

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# DRINK PACKAGES

SELECT ONE

## COMES WITH UNLIMITED AMOUNT OF:

### STAR

\$25 / PER PERSON

6 WINES OF YOUR CHOOSING, 4 BEERS, CHILLED WATER & 2 CLASSIC DRINKS

### SUPERNOVA

\$35 / PER PERSON

STAR PACKAGE + 1 SPECIALTY DRINK

### THE BIG BANG

\$45 / PER PERSON

STAR PACKAGE + 1 ADDITIONAL CLASSIC DRINK + 2 SPECIALTY DRINKS

[DRINK MENU](#)

External alcohol or food is not permitted

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# FOOD PACKAGES

SELECT ONE

## BRONZE

\$25 / PER PERSON

- CHARCUTERIE BOARDS

## SILVER

\$30 / PER PERSON

- CHARCUTERIE BOARDS
- TWO SALADS

## GOLD

\$50 / PER PERSON

- TWO SALADS OR  
CHARCUTERIE BOARDS
- TWO ENTREES
- THREE APPETIZERS
- TWO SIDES
- TWO DESSERTS

[FOOD MENU](#)

External alcohol or food is not permitted

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# TOTAL PRICING

MIX & MATCH

ALL RENTALS MUST SELECT A DRINK + FOOD PACKAGE

	STAR	SUPER NOVA	THE BIG BANG
BRONZE	BRONZE STAR \$50 / PER PERSON	BRONZE SUPERNOVA \$60 / PER PERSON	BRONZE BIG BANG \$65 / PER PERSON
SILVER	SILVER STAR \$55 / PER PERSON	SILVER SUPERNOVA \$65 / PER PERSON	SILVER BIG BANG \$75 / PER PERSON
GOLD	GOLD STAR \$75 / PER PERSON	GOLD SUPERNOVA \$85 / PER PERSON	GOLD BIG BANG \$95 / PER PERSON

6% SALES TAX WILL BE ADDED TO YOUR FINAL TAB

ITEMS ADDED TO ANY PACKAGE HAVE AN  
ADDITIONAL CHARGE PER PERSON

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# FULL VENUE RENTAL

MONDAYS & TUESDAYS

\$250 STAFFING FEE | 20 GUEST MINIMUM

Evansburg Vineyards hosts full venue rentals on days that we are not open or before our regular operating hours. All food and drink packages are available for full site rentals and will be served in the large pavilion unless otherwise specified.

To procure the full site rental, there is a \$250 staffing fee and a minimum of 20 guests required to open the site.

To inquire about a full venue rental, please send us an email at [operations@evansburgvineyards.com](mailto:operations@evansburgvineyards.com)

External alcohol or food is not permitted

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# STEP 3:

*Book your event  
via email!*

Email us at [operations@evansburgvineyards.com](mailto:operations@evansburgvineyards.com) with party details including your desired space, packages, party size, date, time, and approximately how many children are attending if any. Feel free to send any questions you may have, we'd be more than happy to answer them all!



We want you to have a beautiful event and take pride in making your special day perfect! Cheers!

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