



# J. RIEGER & CO

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## PRIVATE EVENTS AT J. RIEGER & CO.

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We offer several turnkey spaces within our stunning and historic distillery for use for private events. These spaces are complete with everything needed to host an elevated, memorable, and unique experience for your guests. Our inclusive event packages take the stress and time out of event planning and allow for a seamless event in a space unlike any other in Kansas City.

[EVENTS@JRIEGERCO.COM](mailto:EVENTS@JRIEGERCO.COM)





# ALEXANDER'S BOARDROOM

Alexander's Boardroom offers high speed wifi, a mounted TV for presentations and a beautiful 20-seat boardroom table. After your meeting wraps, stop by the Monogram Lounge for cocktails and small plates.

HOURS AND RATES:

DAYS	RENTAL FEE
Daily rate	\$100 per hour (2-hour minimum)

CAPACITY:

- SEATED: 20 guests

IDEAL FOR:

- Off-site meetings

ROOM FEATURES:

- Boardroom table with seating for 20
- Full climate control
- Near public restrooms

AUDIO/VISUAL:

- Audio control
- Mounted TV on wall, set up for presentation use
- High speed wifi
- White board
- Conference phone

FOOD & BEVERAGE:

- Full J. Rieger & Co. catering menu available
- J. Rieger & Co. Signature Bar Package or non-alcoholic bar package available

PARKING:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available



\*Price does not include tax or automatic 21% service fee





# JACOB'S BARREL DINING ROOM

Carved out in the center of the barrel rickhouse, Jacob's Barrel Room surrounds you with whiskey. Glass walls, 360 degree views of whiskey barrels, an elegant wood dining table, and cozy chairs make this space an unforgettable spot for an intimate event.

HOURS AND RATES:

DAYS	TIME	3-HOUR RENTAL
Sun-Thurs	Starting before 3pm	\$150 per hour (2-hour minimum)
Sun-Thurs	Starting after 3pm	\$250 room rental + \$800 F&B minimum
Fri-Sat	Starting before 3pm	\$200 per hour (2-hour minimum)
Fri-Sat	Starting after 3pm	\$350 room rental + \$850 F&B minimum

CAPACITY:

- SEATED: 16 guests

IDEAL FOR:

- Corporate dinners
- Anniversary celebrations
- Birthday dinners
- Business meetings

RENTAL INCLUDES:

- Fully private space
- Dedicated service staff
- Glassware and plateware

ROOM FEATURES:

- Dining table with seating for 16
- Full climate control
- Fully surrounded by whiskey barrels

AUDIO/VISUAL:

- Audio control

FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Premium wine list available for additional fee
- J. Rieger & Co. in house catering menu available

OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available
- Floral arrangements available for an additional charge
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge.

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# THE HISTORICAL EXHIBIT

Centered around the 120 year history of J. Rieger & Co., this curated collection showcases Kansas City in an unprecedented way. Flanked on either side by the distillery production floor and 15-foot high historic arched windows, this unique exhibit is a beautiful and engaging space for an event.

### HOURS AND RATES:

DAYS	TIME	4-HOUR RENTAL
Sun-Thurs	Starting before 3pm	\$500 room rental
Sun-Thurs	Starting after 3pm	\$500 room rental + \$2000 F&B minimum
Fri-Sat	Starting before 3pm	\$1000 room rental
Fri-Sat	Starting after 3pm	\$1000 room rental + \$2500 F&B minimum

Subject to price increases during the holiday season and during city-wide events.

### CAPACITY:

- cocktail/standing: 70 guests

### IDEAL FOR:

- Corporate happy hours
- Networking events
- Cocktail parties
- Open house events

### RENTAL INCLUDES:

- 1-hour set up + 1-hour breakdown
- Private satellite bar
- Dedicated event staff
- Existing high top tables and chairs; lounge furniture
- Glassware and plateware

### ROOM FEATURES:

- Curated history museum
- Floor to ceiling views of the production floor
- 17-foot ceilings
- 15-foot high arched historic windows

### AUDIO/VISUAL:

- Audio control

### FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: *Jack Stack & Garozzo's*

### ADDITIONAL TABLES AND CHAIRS

(available by request):

- High top tables
- Food display tables
- Speaking podium

### OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge.

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# ATRIUM + TASTING ROOM

Combining two of our most popular spaces, the Atrium and Tasting Room creates a larger venue to host your next event. The Tasting Room provides the quintessential distillery experience with a private white marble bar and views of our production floor. The room opens up to our glass-enclosed Atrium — a gem of a space with views of the Electric Park Garden Bar.

HOURS AND RATES:

DAYS	TIME	4-HOUR RENTAL
Wed-Thurs	Starting after 3pm	\$1500 room rental + \$5000 F&B minimum
Fri	Starting after 3pm	\$2500 room rental + \$7000 F&B minimum
Sat	Starting after 3pm	\$3000 room rental + \$7000 F&B minimum
Sun	Starting after 3pm	\$1500 room rental + \$5000 F&B minimum

Subject to price increases during the holiday season and during city-wide events.

CAPACITY:

- COCKTAIL/STANDING: 150 guests
- SEATED: 100 guests (pre-existing furniture)

IDEAL FOR:

- Holiday parties
- Anniversary celebrations
- Birthdays
- Corporate gatherings
- Rehearsal dinners

RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Private bar
- Dedicated event staff
- Fully furnished space with tables, chairs, and lounge furniture
- Glassware and plateware

ROOM FEATURES:

- Private bar
- Operable windows
- View of the stills
- Nearby public restrooms
- Outdoor access
- 17-foot ceilings
- Full climate control in Tasting Room
- AC and heaters in Atrium

AUDIO/VISUAL:

- Audio control
- 3 75-inch TV screens
- Sound system
- Wireless microphone

FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: *Jack Stack & Garozzo's*

ADDITIONAL TABLES AND CHAIRS

(available by request):

- High top tables
- Food display tables
- Banquet tables and linens available for an extra charge

OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building.
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge.

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# THE ATRIUM

This glass-enclosed room makes for an incredibly unique event experience. With fully operable windows opening to the Electric Park Garden Bar, this space can be transformed to have an open-air feel.

HOURS AND RATES:

DAYS	TIME	4-HOUR RENTAL
Sun-Tues	Starting before 3pm	\$1000 room rental
Sun-Tues	Starting after 3pm	\$1000 room rental + \$2500 F&B minimum
Wed-Thurs	Starting before 3pm	\$1000 room rental
Wed-Thurs	Starting after 3pm	\$1000 room rental + \$3000 F&B minimum
Fri	Starting before 3pm	\$1500 room rental
Fri	Starting after 3pm	\$2000 room rental + \$4200 F&B minimum
Sat	Starting before 3pm	\$2000 room rental
Sat	Starting after 3pm	\$2500 room rental + \$4200 F&B minimum

Subject to price increases during the holiday season and during city-wide events.

CAPACITY:

- COCKTAIL/STANDING: 100 guests
- SEATED: 60 guests (pre-existing furniture)

IDEAL FOR:

- Corporate gatherings
- Rehearsal dinners
- Brunches

RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Dedicated event staff
- Fully furnished space with tables, chairs, and lounge furniture
- Glassware and plateware

ROOM FEATURES:

- Private bar access
- Operable windows
- Air conditioning
- Nearby public restrooms
- Heaters
- Direct outdoor access (not private)

AUDIO/VISUAL:

- Audio control
- 3 75-inch TV screens
- Wireless microphone

FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: Jack Stack & Garozzo's

ADDITIONAL TABLES AND CHAIRS

(available by request):

- High top tables
- Food display tables
- Banquet tables and linens available for an extra charge

OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building.
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge.

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# THE MONOGRAM LOUNGE

## FULL LOUNGE

With floor to ceiling views of the distillery production floor, a 40-foot bar, original hardwoods from 1901, and curated, high end furniture, the Monogram Lounge is a special place to hold an event.

### HOURS AND RATES:

DAYS	TIME	4-HOUR RENTAL
Sun-Tues	Starting before 3pm	\$2500 room rental
Sun-Tues	Starting after 3pm	\$1000 room rental + \$5000 F&B minimum
Wed-Thurs	Starting before 3pm	\$3500 room rental
Wed-Thurs	Starting after 3pm	\$2500 room rental + \$7500 F&B minimum
Fri-Sat	Starting before 3pm	\$5500 room rental
Fri	Starting after 3pm	\$4500 room rental + \$10,500 F&B minimum
Sat	Starting after 3pm	\$10,000 room rental + \$10,500 F&B minimum

*Subject to price increases during the holiday season and during city-wide events.*

### CAPACITY:

- COCKTAIL/STANDING: 300 guests
- SEATED (PRE-EXISTING FURNITURE): 145 guests
- WITH A DJ/BAND + DANCE FLOOR: 250 guests (100 seated)

### IDEAL FOR:

- Large cocktail receptions
- Corporate events
- Receptions

### RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Private bar
- Dedicated event staff
- Fully furnished space with tables, chairs, and lounge furniture
- Glassware and plateware

### ROOM FEATURES:

- Private access to our slide
- 23-foot shuffleboard table
- Floor to ceiling glass overlooking the production equipment
- Full climate control
- Set of private restrooms

### AUDIO/VISUAL:

- Audio control
- 100-inch television screen
- 2 wireless microphones

### FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: *Jack Stack & Garozzo's*

### ADDITIONAL TABLES AND CHAIRS

*(available by request):*

- High top tables
- Food display tables
- Speaking podium
- Banquet tables and linens available for an additional charge
- Dance floor available for an installation fee

### OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge

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## THE MONOGRAM LOUNGE

### PRIVATE DINING ROOM

With the draw of a heavy velvet curtain, the Monogram Lounge can be sectioned off into a smaller venue, ideal for more intimate gatherings. The Private Dining Room in the Monogram Lounge boasts floor to ceiling views of the distillery production floor, original hardwoods from 1901, and beautifully curated lounge and dining furniture.

#### HOURS AND RATES:

DAYS	TIME	4-HOUR RENTAL
Sun-Tues	Starting before 3pm	\$500 room rental
Sun-Tues	Starting after 3pm	\$500 room rental + \$1500 F&B minimum
Wed-Thurs	Starting before 3pm	\$500 room rental
Wed-Thurs	Starting after 3pm	\$500 room rental + \$2000 F&B minimum
Fri-Sat	Starting before 3pm	\$1000 room rental
Fri	Starting after 3pm	\$1000 room rental + \$3000 F&B minimum
Sat	Starting after 3pm	\$1500 room rental + \$3000 F&B minimum

*Subject to price increases during the holiday season and during city-wide events.*

#### CAPACITY:

- COCKTAIL/STANDING: 65 guests
- SEATED: 44 (pre-existing furniture)

#### IDEAL FOR:

- Rehearsal dinners
- Birthdays
- Small corporate happy hours
- Anniversary celebrations

#### RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Private satellite bar
- Dedicated event staff
- Fully furnished space with tables, chairs, and lounge furniture
- Glassware and plateware

#### ROOM FEATURES:

- Floor to ceiling glass overlooking the production equipment
- Climate control
- Historic hardwood floors

#### AUDIO/VISUAL:

- Audio control
- 100-inch TV screen
- 2 wireless microphones

#### FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: *Jack Stack & Garozzo's*

#### ADDITIONAL TABLES AND CHAIRS

*(available by request):*

- High top tables
- Food display tables
- Speaking podium
- Banquet tables and linens available for an additional charge

#### OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge

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# THE HEY! HEY! CLUB

Dark and swanky, with a fireplace, elegant lounge furniture, and private bar, the Hey! Hey! Club is our cozy little underground lounge that makes a big impression.

HOURS AND RATES:

DAYS	4-HOUR RENTAL
Sun-Tues	\$1000 room rental + \$3000 F&B minimum
Wed-Thurs	\$2000 room rental + \$3000 F&B minimum
Fri-Sat	\$4000 room rental + \$3600 F&B minimum

Subject to price increases during the holiday season and during city-wide events.

CAPACITY:

- COCKTAIL/STANDING: 60 guests
- SEATED: 49 (pre-existing furniture)
- WITH A DJ/BAND: 50 guests

IDEAL FOR:

- Small corporate happy hours
- Anniversary celebrations
- Birthdays

RENTAL INCLUDES:

- Fully furnished high end tables, chairs, and lounge furniture
- Dedicated service staff
- Glassware and plateware

ROOM FEATURES:

- Private bar
- Private set of restrooms
- Full climate control
- Fireplace
- Space for live music

FOOD AND BEVERAGE:

- Full J. Rieger & Co. catering menu available or an outside caterer may be selected from our approved caterers: *Jack Stack & Garozzo's*
- Hey! Hey! Club Signature Bar package available

OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge

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# ELECTRIC PARK GARDEN BAR

Enjoy the ambiance of Electric Park in an outdoor space like no other. An open-air garden bar featuring firepits, green space, pergola, and food trailer.

HOURS AND RATES:

DAYS	HOURS	4-HOUR RENTAL
Mon-Tues	Starting before 3pm	\$3500 room rental
Mon-Tues	Starting after 3pm	\$1000 room rental + \$5000 F&B minimum
Atrium Add On		\$1000 room rental

Not Available Wednesday–Sunday or off-season.

CAPACITY:

- COCKTAIL/STANDING: 250 guests
- SEATED: 135 guests (pre-existing furniture)

IDEAL FOR:

- Corporate events

RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Dedicated event staff
- Fully furnished space with tables, chairs, lounge furniture, and fire table seating
- Glassware

ROOM FEATURES:

- Private bar
- Fully professionally landscaped and furnished
- Swing set table
- 3 fire tables
- Pergola with fire pit
- Heat lamps
- Yard games

AUDIO/VISUAL:

- Audio control
- Wireless microphone

FOOD AND BEVERAGE:

- Passed bites from our Electric Park Garden Bar food menu available

ADDITIONAL TABLES AND CHAIRS

(available by request):

- High top tables
- Speaking podium

PARKING:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Additional street parking available

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# FULL DISTILLERY (INTERIOR)

For an event your guests will never forget, take over two floors of our historic distillery. A full buyout provides something for everyone and a unique experience for all.

*Includes The Monogram Lounge, Tasting Room, Historical Exhibit, Alexander's Boardroom.  
The Hey! Hey! Club, Atrium, Electric Park Garden Bar and Jacob's Barrel Room are available for an additional charge.*

HOURS AND RATES:

DAYS	4-HOUR RENTAL
Sun-Wed	\$28,000 F&B minimum
Thurs	\$35,000 F&B minimum
Atrium + Electric Park Garden Bar Add On	\$5000 room rental
Hey! Hey! Club Add On	\$2500 room rental

*Inquire for availability and pricing for Fridays or Saturdays.*

CAPACITY:

- COCKTAIL/STANDING: 600 guests
- WITH A DJ/BAND + DANCE FLOOR: 525 guests

IDEAL FOR:

- Corporate events
- Galas
- Fundraisers
- Convention groups
- Holiday parties

RENTAL INCLUDES:

- 1-hour setup + 1-hour breakdown
- Mutiple bars
- Dedicated event staff
- Fully furnished spaces with tables, chairs, and lounge furniture
- Glassware and plateware

ROOM FEATURES:

- All features as listed in accompanying spaces info

AUDIO/VISUAL:

- Audio control
- 100-inch TV screen in the Monogram Lounge
- 2 wireless microphones

FOOD AND BEVERAGE:

- J. Rieger & Co. Signature Bar Package available
- J. Rieger & Co. in-house catering menu available

ADDITIONAL TABLES AND CHAIRS:

*(available by request):*

- High top tables and chairs
- Food display tables
- Banquet tables and linens available for an extra charge

OTHER DETAILS:

- Up to 85 parking spaces are available in the complimentary surface lot on the west side of the building
- Street parking available
- Luxury round-trip transportation provided by LEADER Limo Worldwide is available for an additional charge

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# RIEGER SIGNATURE BAR PACKAGE

Package includes 4 hours of service for most spaces. \$35 per person unlimited.

**BAR PACKAGE INCLUDES:**

- J. Rieger & Co. spirits
- House wines
- 4 signature cocktails
- Non-alcoholic drinks and mixers
- Heim Beer

**J. RIEGER & CO. SPIRITS:**

*Guests may order Rieger spirits with any call beverage with their choice of mixer*

- Kansas City Whiskey
- Straight Bourbon Whiskey
- Straight Rye Whiskey
- Midwestern Dry Gin
- Premium Wheat Vodka
- Caffè Amaro

**SIGNATURE COCKTAILS:**

- **HORSEFEATHER** – Kansas City Whiskey, Cock N’ Bull Ginger Beer, bitters, lemon
- **KC ICE WATER** – Premium Wheat Vodka, riesling, lime, chamomile soda
- **GIN & TONIC** – Midwestern Dry Gin, seasonal housemade tonic
- **OLD FASHIONED** – Straight Bourbon Whiskey, sugar, bitters, cherry, orange

**HEIM BEER:**

- Bohemian-style lager brewed exclusively for our distillery by KC Bier Co.

**HOUSE WINES:**

- Elisa Cremant de Loire
- From the Tank Vin Blanc
- From the Tank Vin Rouge

**NON-ALCOHOLIC BEVERAGES:**

- Club soda, tonic, ginger ale, Coke, Diet Coke, Sprite, and fresh squeezed orange, cranberry, and grapefruit juices
- Thou Mayest coffee
- Iced tea

*Our bar team, led by Beverage Director Derek Branham, is here to ensure an exceptional experience for you and your guests. Bar consults and customizations are available at your request.*

*\*Premium wines available by the bottle. Inquire for pricing and availability*

*\*Price does not include tax or automatic 21% service fee*







# THE HEY! HEY! CLUB BAR MENU

Included in all Hey! Hey! Club events. Package includes up to 4 hours of service. \$55 per person unlimited.

BAR PACKAGE INCLUDES:

- J. Rieger & Co. spirits
- Hey! Hey! Club Classic Cocktail Menu
- Non-alcoholic drinks and mixers
- Premium wines
- Heim Beer

J. RIEGER & CO. SPIRITS:

*\*Guests may order Rieger spirits with any call beverage with their choice of mixer*

- Kansas City Whiskey
- Straight Bourbon Whiskey
- Straight Rye Whiskey
- Midwestern Dry Gin
- Premium Wheat Vodka
- Caffè Amaro

CLASSIC COCKTAILS:

HORSEFEATHER

Kansas City Whiskey, ginger beer, lemon, aromatic bitters

FRENCH 75

Midwestern Dry Gin, lemon, cane sugar, sparkling wine

MOJITO

Caribbean rum blend, mint, lime, cane sugar, sparkling water

PALOMA

tequila blanco, bitter aperitif, lime, grapefruit soda

CLOVER CLUB

Midwestern Dry Gin, dry vermouth, raspberry, lemon

SIDECAR

cognac blend, orange curacao, lemon

WHITE NEGRONI

Midwestern Dry Gin, blanc vermouth, bitter aperitif, orange

OLD FASHIONED

Straight Bourbon Whiskey, cane sugar, aromatic bitters, orange bitters

SAZERAC

Staight Rye Whiskey Bottled in Bond, cane sugar, creole bitters, absinthe rinse

ESPRESSO MARTINI

Premium Wheat Vodka, Caffè Amaro, cold brew, aromatic bitters

PREMIUM WINES:

CRISP WHITE

RICH WHITE

FRUITY RED

FULL-BODY RED

SPARKLING ROSÉ

CHAMPAGNE

BEER:

HEIM BEER

Bohemian-style lager brewed exclusively for our distillery by KC Bier Co.

NON-SPIRITED:

HIBISCUS COLLINS

spiced orange, hibiscus, lemon, sparkling water

SODA

sparkling water, ginger beer, spanish tonic, Coke, Diet Coke, Sprite

JUICE

orange, grapefruit, cranberry

COFFEE

provided by Thou Mayest Roasters

ICED TEA

*\*Price does not include tax or automatic 21% service fee*







## EVENT ADD-ONS

Enhance your event with gifts from the J. Rieger & Co. All items are subject to availability and other retail items can be made available by request.

### ATTENDEE GIFTS

BOTTLED SPIRITS:	375ML	750ML
• KANSAS CITY WHISKEY .....	\$25	\$40
• STRAIGHT BOURBON WHISKEY .....	\$35	
• STRAIGHT RYE WHISKEY .....	\$35	
• MIDWESTERN DRY GIN .....	\$20	\$32
• PREMIUM WHEAT VODKA .....	\$15	\$22
• CAFFÈ AMARO .....	\$32	
• GIFT BOX .....	\$55	

*\*Gift Boxes include Kansas City Whiskey, Midwestern Dry Gin, and Premium Wheat Vodka*

*\*Personalized labels available by request*

### BOTTLED COCKTAILS:

*All bottled cocktails 750ml (6-servings) ..... \$30*

- **HORSEFEATHER** – Kansas City Whiskey, Cock N’ Bull Ginger Beer, bitters, lemon
- **SEASONAL G&T** – Midwestern Dry Gin, seasonal tonic
- **KC ICE WATER** – Premium Wheat Vodka, riesling, lime, chamomile soda
- **BREAKMAIDEN** – Midwestern Dry Gin, peach, lemon lavender shrub, dry cider
- **OLD FASHIONED (\$40)** – Straight Bourbon Whiskey, sugar, bitters, cherry, orange

### ON-SITE ACTIVITIES

- Spirits tasting station ..... \$400
- Fill Your Own Bottle ..... MP
- Private Heritage Tour & Tasting (up to 20 guests) ..... \$400
- Private Whiskey Tour & Tasting (up to 20 guests) ..... \$800

*\*Tasting and museum docent experiences available for large groups. Inquire for more information.*

### RENTALS

- Custom linens ..... quote based on needs
- Dance floor ..... \$500
- Lighting and other AV..... quote based on needs

*\*Price does not include tax or automatic 21% service fee*







# TERMS & CONDITIONS

**PAYMENT TERMS:**

The Client must execute this Agreement and submit a deposit equal to 50% of the estimated total cost of services and equipment in order to reserve the Event Date. The deposit is refundable up until thirty (30) days before the event date. The remaining and outstanding balance is due on the Event Date. The total cost of the Event (including applicable taxes, fees, and charges) is contained in the Event Summary. Client may pay for any deposit or other Event cost (e.g., consumption bar) through a recognized major credit and/or debit card. If so, Client shall complete a Credit Card Authorization Form. If Client fails to pay the amount owed then Venue may charge the credit card on file.

**DAMAGE DEPOSIT:**

Client agrees that it is responsible for any damage, reasonable wear and tear excepted, to the Facility caused by its Event. Venue, within seven (7) days of conclusion of the Event, shall provide Client a listing of damages (and an itemized list of costs of repair) to the Facility caused by Client’s Event. Client, within seven (7) days of receipt of such listing, shall pay Venue the costs reflected on the listing of damages. Client shall have an opportunity to inspect the Facility and note any damages prior to the Event Date.

**GUARANTEES:**

Final guaranteed attendance and menu for food and beverage selections should be received no later than fourteen (14) days prior to Event Date and will not be subject to reduction beyond that point. If the guaranteed attendance is not received, the original estimated attendance will be used as the guaranteed attendance. The guaranteed attendance cannot be lowered more than 20% of the signed pricing schedule. In the event of a substantial increase in the number of attendees, additional charges may apply.

**CANCELLATION:**

The initial 50% deposit is refundable if Client cancels more than thirty (30) days before the Event Date. If Client cancels less than thirty (30) days before the Event Date then Venue retains the deposit. If Client cancels before the thirty (30) day cutoff, Client will receive the refund with a 5% cancellation fee applied.

**FORCE MAJEURE:**

No Party shall be liable in damages and either Party shall have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to, acts of God (such as hurricanes, earthquakes, flooding), fire, wars, riots, government regulation, terrorist acts, declared epidemic or pandemic, union strike or picketing, interruption of transportation services that prevent at least 25% or more of Client’s attendees from attending, and/or any other cause beyond the reasonable control of the Party whose performance is affected. Should Client’s Event be cancelled, postponed or otherwise adversely impacted as a result of a force majeure event, Client will be entitled to a full refund of all deposits made prior to date of termination or a good faith effort on the Parties’ in rescheduling at a mutually agreeable date or otherwise accommodating to allow the Event to occur (e.g., substitution of similar facility). A Party seeking relief under this Paragraph shall provide written notice (specifying the basis for its sought relief) to the other Party as soon as possible but no later than five (5) days of such occurrence.

