



Weddings at Crane Creek Vineyards

Congratulations on your engagement! We are honored that you are considering Crane Creek Vineyards as a possible venue for your special day. If you are looking for a location that provides a natural setting in the heart of the beautiful Blue Ridge Mountains of North Georgia, you will be enchanted by what Crane Creek has to offer. Your friends and family will soak in the breathtaking views of the North Georgia Mountains as you exchange vows, and then enjoy award-winning cuisine under the stars. Crane Creek Vineyards' rustic charm and country elegance will provide the perfect setting for your wedding celebration.

At Crane Creek we strive to tailor each wedding to the bride and groom's individual style. We are confident that your wedding at the vineyard will be magical, unique, and memorable for both you and your guests.

Although each wedding is designed for the individual couple, there is some general information that will assist you in making your ultimate decision.

- Crane Creek Vineyards' tasting room is located on the property and has regular operating hours on Tuesday-Sunday. In order to devote all of our staff's attention to your event, we can only schedule evening weddings. Your ceremony may begin at 7:00 PM. Guests should not arrive before 6:30 PM. This will enable our staff to transition from open to the general public to primarily focusing on your event.
- With your site fee you are afforded the exclusive use of the vineyard to include:

-Tasting Room Decks

-The Barn Swallow Pavilion

-The Barnyard & Culinary Garden

-The Vineyards, the Vineyard Gazebo and Vineyard Gardens

-If you choose Holly Hill as your wedding venue, the interior space and the outdoor gardens

While not included in the site fee, A two night stay at The Vine Keeper's Cottage can be bundled at a discounted rate of \$100 flat per night (\$200 total) on the weekend of your wedding pending availability. The Cottage, located on property, can accommodate 6 overnight guests including the Bride and Groom. On the "Big Day", it can serve as a bridal quarters, groomsmen changing rooms, and it makes a great place to store items used for décor.

- The site fee for the exclusive use of the vineyards and its grounds is \$3250.00. Our primary wedding season is mid-May through September. Any wedding and/or wedding reception booked during the month of October will be subject to a peak season surcharge of \$1,000 in addition to the regular site fee.
- The deposit to hold your date is ½ of the site fee, \$1625.00
- Our in-house catering is based on what you would like to have served at your event. Generally the base is approximately \$30.00-\$100.00 per person depending on the meal. Of course we can get as fancy as you would like.
- Rentals are based on the number of people you will have in attendance.

- You may provide the rentals, but you are then fully responsible for delivery, set-up and pick up.
- Crane Creek can accommodate white chairs, tables, linens, silverware and china for up to 100 guests.
- Although we do not decorate or provide flowers, we have a wonderful florist and decorator that we work with that we would be happy to recommend to you.
- We can provide dessert, but we do not do wedding cakes.
- Outside vendors, florists, and decorators may begin set up at 3:00 PM. We ask that set up ceases at 5:30 PM so that Crane Creek Staff can begin catering set up before the guests arrive. Crane Creek Staff will be ready for service at 6:30 PM.
- Wine is billed on a consumption basis; we add up the bottles consumed at the end of the night and give you 10% off of the total.
- All alcohol will be supplied by Crane Creek Vineyards. We are licensed for beer and wine only. If you are interested in seeing a list of available beers, please contact your CCV event coordinator for pricing. No hard liquor is allowed on the premises. A \$500 penalty will be issued for anyone not in compliance.

Ceremonies at Crane Creek

We have three popular locations at the vineyards for wedding ceremonies. The “*Ceremony Island*” sits in our pond. With adequate space for the wedding couple, officiate, and wedding party, your guests will witness from the bank just across the bridge as vows are exchanged.

Ceremonies at the “*Bridal Gazebo*” provide you and your guests with the feeling that you are “among the vines.” The gazebo rests on the bank of the pond, making it a wonderful backdrop for a long aisle. Guests gather under a large maple tree just beyond the Chardonnay vines.

Want to take full advantage of the vineyard and mountain views? Have your ceremony in “the barnyard” in front of our culinary herb garden. Your guests (that may include some uninvited chickens!) will enjoy one of the best views on the property.

Receptions at Crane Creek

Our event staff is happy to help you plan every detail of your wedding ceremony and reception. We provide everything from ceremony and reception seating to wonderful gourmet menus.

Our Culinary Team creates each reception menu custom to the wedding couple. From a casual picnic under the stars to a formal sit-down dinner, let Crane Creek help you create your vision for the perfect reception meal for your friends and family.

The catering staff at Crane Creek Vineyards is excellent and is able to provide a broad range of options for food service for your event. In general, we can offer everything from heavy hors d’oeuvres and buffet dining to formal plated table service dining. We are happy to cater to vegetarians or anyone with allergies, just let us know ahead of time.

Please find enclosed with this letter a “Wedding Information Survey.” If you are interested in possibly having Crane Creek as the venue for your special day, take a moment to fill out and email the form back to us. This information will provide us with a glimpse into your “vision” for your special day and ensure our initial meeting is productive. Upon our receipt of your info form our vineyard event coordinator, Jess, will contact you to set up an initial meeting to begin the planning process.

Again, we are honored that you are considering us for your special event. We look forward to working with you in the days ahead. Please do not hesitate to call us or email us if you have any questions at all.

Weddings and Receptions at Crane Creek Vineyards

Frequently Asked Questions

What is required to book a private event?

To book your private event, we would need a signed contract and non-refundable deposit (deposit amount depends on size and scope of event).

What is the maximum/minimum number of guests for private events?

To book a private wedding at Crane Creek Vineyards, you must have a minimum of 25 guests. Our maximum capacity is 125 people (for heavy hors d'oeuvres or buffet) and 50 for seated dinners.

How much will it cost to have my event at Crane Creek Vineyards?

There are so many variables involved in creating a private event and because we do every event custom to the occasion, this is a difficult question to answer. If you provide us with details such as desired date, guest count, working budget, and type of meal you would like to have, we can send you price ranges for your event. We bill everything a la carte (tables, linens, dinnerware, site fee, wine, menu, etc), so you can see exactly how much each line item costs. To give us an idea of the details of your event, please fill out the Private Event Information Survey and return it to us. Our Event Coordinator will then get back with you to schedule an initial meeting for us to sit down and discuss the specifics of your event.

Does Crane Creek allow outside caterers?

To ensure that you and your guests have a wonderful dining experience, Crane Creek generally does the catering for all private events. Our Culinary Team is amazing and you will be nothing but pleased. If you do have a certain catering option that you would like to use, please let us know and we will consider each one on a case by case basis.

I am interested in having my private event at Crane Creek Vineyards. Can you provide sample menus with pricing?

Price ranges for menus are dependent on many factors (12 guests or 125? Buffet or sit-down? BBQ Chicken or Filet Mignon?) All of these factors play a major role in what the per person price will be for any particular event. We will create a menu custom to each private event. Providing information such as your working budget, guest count, menu style (Italian, Southern BBQ, Surf&Turf?) and what kind of feeling you want to create (casual or formal), we can provide menu proposals with pricing.

What does the site fee include?

The site fee includes:

- Exclusive use of the area(s) of the vineyard specified in your contract.
- Tables (CCV has ten (10) round sixty (60) inch tables plus a variety tables that can used for buffet, gifts, guest books, etc.)
- Chairs (Accommodating 100 guests. Chairs cannot be dually purposed for the ceremony and reception. If needed, additional chairs must be rented at an additional cost.)
- Linens-White Square
- Napkins-White
- Plates

- Glassware
- Silverware

The site fee does NOT include:

- Bartender
- Servers
- Catering
- Wine
- Beer
- Décor
- Anything that would be considered an outside vendor (photography, cake, music, and etc.)

Any extras are billed a la carte. With million dollar views and a charming environment, we know we have the most unique property in the area for private events.

May we bring in outside alcohol?

Crane Creek Vineyards will supply all alcohol. Crane Creek Vineyards is licensed for wine only. You will be provided with the current list of CCV wines to choose from. If you wish to have beer at your event, please contact your CCV Event Coordinator for the current list of available beers. If you have a favorite beer not on our list, please let us know and we can contact the distributor. Upcharges may apply. No outside wine, champagne, or hard liquor allowed on the premises. A \$500 penalty will be issued to anyone not in compliance.

How much wine should we have for our event, and how much will it cost?

As a rule of thumb, you should allow one bottle per 2 guests (roughly 2 glasses of wine per guest) for your event. This can vary greatly depending on your guest list. We have wines that range in price from \$15.95 to \$27.95 per bottle. We bill wine on a consumption basis, meaning you are only paying for the wine that is actually used for the event. If you want to limit the total amount spent on wine, we can monitor the wine usage throughout the event and alert you when you are nearing that amount. You may also limit the wine list at your event if you choose. We discount wine consumed at events 10%.

What about decorations for my event?

Crane Creek Vineyards does not provide floral arrangements or décor for your event. We will happily provide you with recommendations for florists and event planners. Given the amazing views of the mountains and vineyards, there is really no need for much frill that would take away from the natural beauty of Crane Creek. We prefer setup for events to be between 3:00-5:30 pm on the day of the event.

How much time is allowed for private events?

There is a four-hour maximum time slot for all private events. Because there are private residences on property and due to local noise ordinances, all events must be concluded by 10:30pm, no matter what the start time. Typically, all events begin at 7:00 pm and conclude at 11:00 pm. The property will be closed and secured at midnight.

Why should I use Crane Creek Vineyards for my private event when I can get a better deal with another venue?

At Crane Creek Vineyards, the dining experience we provide with our unique property and outstanding cuisine will far surpass any meal you've had at another restaurant or venue. Where else can you dine on delicious food paired with our handcrafted wine as you gaze at the very vines that produced it? Our very own Culinary Team creates each menu custom to the occasion and your vision. Their culinary excellence presented in the scenic environment that exists nowhere else in this area creates a unique feeling that cannot be duplicated. We have every confidence that the dining experience we deliver to our guests is nothing but extraordinary, and worth every penny. There are many other places in the area that could host your private event, but none of them are able to offer the ambience, charm, and romance that Crane Creek Vineyards can. We look forward to working with you and making your event everything that you envision that it can be.

Crane Creek Wedding Information Survey

Thank you for your interest in Crane Creek Vineyards as a potential site for your special occasion. Please take a moment to fill out our information form and then fax, email or snail mail it back to us. Upon receipt of the information survey we will be contacting you to arrange our initial meeting. The basic information requested in this form will greatly assist us in assuring our first meeting is productive and in keeping with your vision.

Contact Person: _____

Address: _____

Email address and/or phone: _____

Name of Bride: _____

Name of Groom: _____

Desired Wedding Date: _____

Anticipated Guest Count: _____

Working Budget: _____

(not including off-site vendors such as photography, music, florist, etc)

Ceremony Location and Time _____

Reception Location and Time: _____

**Site fee includes a 4 hour event. All music must cease at 10:30pm and each event will commence at 11pm. The property will be closed and secured at midnight. **

Are the date and times flexible? YES _____ NO _____

What style ceremony and reception do you envision for your event?

Casual _____ Formal _____ Undecided _____ Other: _____

To ensure that your event goes smoothly and that your guests have a wonderful meal, catering for all weddings is done by Crane Creek Vineyards.

What type of menu are you considering? _____

Heavy hors d'oeuvres _____ Buffet _____ Sit-down Dinner _____ Other: _____

Is there a specific type of cuisine you were interested in or specific menu items you would like to include? (ie Italian, BBQ, Southern, Seafood, Vegetarian, allergies, etc) _____

If you are interested in having beer at your event, please request a list of available beers from the CCV staff. If you have a preference of type, please list here and we can get pricing from our distributor.

Please do not hesitate to call or email if you have any questions. Thank You!

Tasting Room: 706-379-1236

Fax: 706-379-0607

Email address: info@cranecreekvineyards.com Mailing address: 916 Crane Creek Road, Young Harris, GA 30582

Crane Creek Wedding Contract

Client Information-

Bride: _____
Groom: _____
Contact: _____
Address: _____

Phone Number: _____
Email: _____

Event Information-

Event Date: _____
Guest Count: _____
Ceremony Time & Location: _____
Reception Time & Location: _____

***Each event is allotted 4 hours. All music must cease at 10:30pm due to a local noise ordinance. All events will end no later than 11pm. The property will be secured and closed at midnight.**

****For outdoor functions, Crane Creek Vineyards reserves the right to make the final decision whether an event will remain outdoors based on local weather conditions to ensure the success of an event and the safety of our guests.**

Site Fee: \$3250.00

Non-refundable Deposit: \$1625.00

Menu Selection: _____

Catering Information: (does not include sales tax/gratuity): _____

****This amount is subject to change based on guest count****

Cake Service: \$150 fee, which provides cutting the cake, plates and silverware.

Rentals: _____

(If you provide your own rentals, it is your responsibility to set up, break down and arrange drop off/pick up)

Alcohol: All alcohol will be provided by Crane Creek Vineyards. We are licensed for beer and wine only.

No hard liquor is allowed on the premises. A \$500 penalty will be issued to anyone not in compliance. Please let your CCV Event Coordinator know if you would like to see the list of available beer.

Staff: 1 server @ \$75 per every 25 people
1 bartender @ \$100 per every 50 people

Gratuities: An 18% gratuity will be added to your final bill based on your catering charges and wine consumed on the evening of your event unless other arrangements have been made. Cash gratuity is always appreciated.

Other Vendor Information (officiant, DJ, off-site florist, etc.): _____

Special Instructions: _____

Billing Information:

- ½ of site fee required to book event (non-refundable) Remaining ½ due 60 days prior to event
- ½ catering due 30 days prior to event
- Remaining ½ of catering due 7-10 days prior to event
- An 18% gratuity will be added to your remaining bill the evening of your event based on the catering and wine costs unless other arrangements are made
- Remainder of bill (wine consumption, staff, rentals and any outstanding fees) due day of event

Terms of Agreement

1. PAYMENT- The person signing this contract certifies that he/she has the authority for his/her action on behalf of the organization or parties represented. All contracts must be signed with the appropriate signature and payment method determined before the event can be held. If any of the payments as outlined in the contract are not received by the date due, Crane Creek Vineyards is authorized to charge said payment on the Client's credit card listed on the Credit Card Authorization form. An 18% gratuity will be added to your event at your final payment unless other arrangements are made.

2. GUEST COUNT- The "guaranteed" is the minimum amount of people for which there will be a charge regardless of the number attending. Crane Creek Vineyards requires a minimum number of 12 guests to book a private event. For rental bookings, the guaranteed number should be submitted no less than thirty (30) days prior to the event. For catering purposes, the guaranteed number should be submitted no less than ten (10) working days prior to the event. Any changes in the guaranteed number must be made no later than ten (10) working days before the event. The minimum charge will be for 100% of the final guaranteed number of guests. Any "add-ons" are subject to approval by Crane Creek Vineyards.

3. CANCELLATIONS- Events cancelled will result in forfeiting any deposits made and are subject to cancellation fees. No refunds are given for early departures, late arrivals, or no shows. All cancellations must be submitted in writing.

4. The site fee guarantees the site for the amount of time specified in the contract. There is a four (4) hour maximum for all events. **No music may proceed after 10:30 pm on any given day due to local noise ordinance.** All events will end no later than 11pm. CCV property will be closed and secured at midnight.

5. Changes in details and conditions for the contract may be made only with the express written consent of Crane Creek Vineyards.

6. A written contract and deposit are required to book the date of the event. Further deposits may be required by Crane Creek Vineyards as the date of the event nears. All deposit money is non-refundable on any events cancelled.

7. The site will be available for any off-property vendors to set up for the event during business hours only the day prior to and the day of the event unless other arrangements have been made. Crane Creek Vineyards is in no way responsible and will not assume any responsibility under any circumstances for any damage to any items brought onto the property; including florals, decorations and wedding cakes. Crane Creek Vineyard's will assist, upon request, in the moving or arranging of said items, but will not be held responsible in any way for any items or services provided by outside vendors or lack thereof. In any instance of a Crane Creek Vineyard employee arranging or assisting in any contract requested by a client for a vendor's services, the contract and all responsibilities are assumed by the client.

8. Decorations or displays provided by the client are subject to approval by Crane Creek Vineyards. Event sites may not be altered in any way unless consented to by Crane Creek Vineyards. If the client chooses to do décor and florals themselves, it is the responsibility of the client to bring all items and tools they will need to decorate and to remove all décor and florals the evening of the event, unless otherwise discussed. Crane Creek Staff is not responsible for the set up of décor. Set up may begin at 4pm. If the client needs to borrow items from Crane Creek Vineyards there will be a fee of \$100. If the client does not remove items brought onto the property, they are subject to a \$150 cleaning fee.

9. Alcoholic beverages shall not be consumed by anyone under 21 years of age.

10. Alcohol Policy: All alcohol will be provided by Crane Creek Vineyards. Crane Creek Vineyards is licensed for beer and wine only. If you wish to have beer at your event, please request the list of available beers from your CCV Event Coordinator. **Outside wine and hard liquor are not allowed on the property.** A \$500 penalty will be issued to anyone not in compliance.

11. We are happy to do a simple dessert for your event. However, Crane Creek Vineyards does not have an in-house baker. All formal wedding cakes must be contracted out to an outside vendor.

12. Crane Creek Vineyards provides the following in conjunction with the site fee unless other arrangements have been made:

- *Preparation of grounds and facilities

- *Set up and breakdown of ceremony site

- *Set up and breakdown of all tables, chairs, linens, china, flatware, glassware, and serving containers/utensils for the reception

- *Additional bathrooms

- *Clean up and trash disposal

13. Crane Creek requires each wedding party to designate one contact person or hostess with whom to communicate questions and concerns. Wedding party members may visit the ceremony and reception sites on their own prior to the wedding if said visit is pre-arranged and does not interfere with other scheduled events. Crane Creek Vineyards does not provide a Wedding Planner, but would be happy to recommend one upon request.

14. MENU- At the initial menu selection, preliminary menu selections will be discussed and outlined in the contract. The client may make revisions or additions until two (2) weeks prior to the event date. The client's authorized signature on the final menu is due two (2) weeks prior to the scheduled event. Any special dietary or vegetarian requests should be confirmed in advance, a minimum of two (2) weeks prior to the event.

15. INCLEMENT WEATHER- Crane Creek Vineyards will make every effort to accommodate the event should inclement weather occur or threaten. Crane Creek Vineyards will ultimately make the final decision to change event location should inclement weather threaten or occur. Crane Creek Vineyards shall not be held liable due to unforeseeable circumstances or "acts of God."

16. The undersigned client agrees that Crane Creek Vineyards is not responsible for loss or damage to persons or property belonging to the undersigned or any of the undersigned's guests using the facilities and, thereby, released CCV from any claims for loss or damage to persons or property that arise out of or are connected with the undersigned's use of the facilities, both indoor and outdoor.

17. The undersigned is completely responsible for the facilities and property and assumes liability for any and all damages to the property, including personal property that may occur as a result of the use of the facilities pursuant to this agreement. The undersigned accepts full responsibility for their conduct and condition of their guests, and accepts liability for any charges by their guests and/or damage caused by their guests. Crane Creek Vineyard will not be responsible for any customer's merchandise or articles on the premises at any time.

18. Crane Creek Vineyards and its representatives reserve the right to cancel this agreement at any time, with or without notice, in the event that any term, condition, or promise in the Agreement has been or is being violated. In such case, there will be no reimbursement or credit towards any fee previously paid or any fee still owing.

19. It is understood by the Client that this agreement is tentative and not binding until initial payment and this signed agreement is received.

I have read and understand the details of this contract and the attached Terms of Agreement.

PRINTED NAME

CLIENT SIGNATURE

DATE

CRANE CREEK REP

DATE