

# TROUTMAN VINEYARDS and WINERY

4243 Columbus Road, Wooster, Ohio 44691

Phone 330-263-4345 \* Fax 330-263-5337

[www.TroutmanVineyards.com](http://www.TroutmanVineyards.com)

## Renter Information

(Please Print)

Date of Event: \_\_\_\_\_, 20\_\_\_\_\_

Event Times: \_\_\_\_\_

**Setup and cleanup must be included in your rental times. You, your caterer and your guests are not permitted into the room before this time.**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Event Type: \_\_\_\_\_ Number of people attending: \_\_\_\_\_

Food service arrangements:

You will bring in your own food  Caterer \_\_\_\_\_  None

Non-alcohol arrangements:

You will bring in your own soda, water, juice, etc.  You will purchase soda, water, juice from the winery

Ice arrangements:

You will bring your own ice  You will purchase ice from the winery

Wine/Beer arrangements: **YOU MAY NOT BRING IN YOUR OWN ALCOHOL**

Cash Bar (your guests will pay for the wine & beer they consume)

Open Bar (you pay for all wine & beer consumed)

Set Monetary Amount (\$100 budget to spend on wine & beer, etc.) \$ \_\_\_\_\_

Set amount of wine (12 bottles/case, wine only) \_\_\_\_\_

Will you be using our six-foot table?  Yes\* or  No *\*If yes, please provide your own tablecloth. We do not offer any to rent or to loan.*

Payment for \$50 deposit:

Check included  Call for credit card info  Other

**Return this form, along with the contract to: Troutman Vineyards, % Todd Imhoff, 4243 Columbus Rd., Wooster, OH 44691 or [todd@troutmanvineyards.com](mailto:todd@troutmanvineyards.com) or fax 330-263-5337**