



Special Events

INFORMATION & PRICING

2011/2012

10343 EAST HILLTOP ROAD
SUTTONS BAY ~ MICHIGAN ~ 49682
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For more information contact

[Marcale Sisk](#)

Tasting Room

Let the ambiance of our wine tasting room turn your special event into an intimate gathering between friends and family. White oak, timber beams frame our 16-foot serving bar, which looks onto our impressive stone fireplace. Warm earth tones, stone tiled floors & iron fixtures give the room an Old World, European feel. Our tasting room is commonly used for seasonal parties, private dinners, rehearsal dinners or small wedding receptions.

We can accommodate groups of 40 people for a sit down catered dinner or groups of up to 75 people for a casual stand up gathering featuring hors d' oeuvres.

Seated Events

Summer Rental Fee

May – October
\$350 - \$650

Winter Rental Fee

November – April
\$350 - \$500

This option would be suitable for a catered sit down dinner or buffet style dinner. For parties fewer than 45 people the tables will be set up in the wine tasting room leaving the back room space for the caterers to use. These prices are based on 4 hours of use. Any time over will be charged \$150.00 per hour.

Standing Events

Summer Rental Fee

These prices reflect the loss of business we must incur due to the closing of the wine tasting during normal hours of operation to accommodate your event. Evening events in the wine tasting room start at 6pm, therefore, we close the wine tasting room to the general public at 4:30 pm and for events starting at 7pm, we shut down the tasting room at 5:30pm.

Included in Price:

*** set up and tear down of tables and chairs**

*** Ciccone staff will help in clean up – the caterer will be responsible for their stuff, any decorations or extra stuff brought in by event people will be their responsibility.**

Table Cost - \$7.50, Chair Cost \$1.25, Cocktail Table Cost \$4.50

\$300 - \$800

Winter Rental Fee

\$300 - \$600

This option would be suitable for a more casual event where dining tables would not be needed. Cocktail tables can be set up for the placement of appetizers and a small amount of chairs can be placed throughout the wine tasting room for your guests. These prices are based on 4 hours of use. Any time over will be charged \$150.00 per hour.

Barn and Land Rental Rates

BARN & LAND USE (May through October) – Most Popular Choice!

Rate \$4700.00 plus tax (6 hrs max, 4pm – 10pm)

Any time over will be charged \$150.00 per hour.

Land Rate \$1850.00 Barn Rate \$2850.00 together \$4700.00 plus tax

Includes: Use of the barn and land, use of the sound system in barn

For 130 guests or less, the ideal use for the Barn and Land use would be to utilize the Land for an open-air wedding ceremony followed by a sit down dinner in the Barn.

For more than 130 guests, the ideal setup would be to again utilize the Land for an open air ceremony, erect a tent for a sit down dinner and followed by dancing, drinks and the cutting of the cake in the Barn.

Portable Restrooms are required. The party renting the space is responsible for that transaction.

Extra Costs (if needed): Tables \$7.50 each, Chairs \$1.25 each, Cocktail Tables \$4.50 each, Cost of wine

BARN USE ONLY (May through October)

Possible Use: Wedding Reception Indoor Wedding Ceremony

Rate: \$3000.00 plus tax

Portable Restroom Rental required.

The barn is available through the warm months of spring, summer and fall, as the barn is NOT heated. ~ We can seat up to 130 people. The barn is equipped with a bar, a sound system and also is wired to accommodate a band or DJ. ~ Our barn is not equipped with bathroom facilities. It will be necessary to rent a Portable restroom. ~ These prices are based on 6 hours of use. Any time over will be charged \$150.00 per hour.

Includes: Use of the bar, Use of the sound system in barn

Extra Costs (if needed):

Tables \$7.50 each, Chairs \$1.25 each,

Cocktail Tables \$4.50 each, Cost of wine

LAND USE ONLY (May through October)

Possible Use: Open air Wedding Ceremony or tent for Wedding Reception

Rates: \$2000.00 plus tax

Portable Restroom Rental required.

Our land is suitable for an outdoor wedding ceremony, reception, etc. ~ We do not have bathroom facilities to accommodate events outside, there for, it will be necessary to rent a portable restroom. ~ We do not require the rental of a tent for outdoor functions, though it is recommended in the event of unfavorable weather, as we will not use the barn or wine tasting room as a back up, unless prior plans have been made and an understanding that there will be normal charges for the barn and wine tasting room. ~ These prices are based on 6 hours of use. Any time over will be charged \$150.00 per hour.

Includes: Use of the land

Cocktail Tables \$4.50 each Cost of wine

Extra Costs (if needed):
Tables \$7.50 each, Chairs \$1.25 each,

Policies

Policy for Signing Contract

After you have signed your deposit contract and paid the required amount of the deposit, you have until 60 days before your event date to read over and sign the contract. If you fail to do this your event is subject to cancellation. If you book your event less than 60 days away from your date you must sign your deposit contract, pay the required deposit and sign the contract that day of booking.

Wines

The quantity and type of wine must be pre-selected before your event. Wine can not be opened or served by guests. Wines can only be opened and served by the glass by our staff or the caterer's staff. If the caterer is unable to or does not provide a bartender make arrangements to hire a certified bartender which is to be pre-approved by Ciccone Vineyard and Winery.

Portable Restroom Rental

For every 50 guests we require the rental of (1) portable restroom, as we do not have bathroom facilities for the barn & land use. Basic portable restroom rental prices start at \$100.00 and will increase according to number of guests at your event and type of unit rented. We recommend the rental of at least (1) handicap assessable portable restroom.

We recommend Houdek's in Lake Leelanau 231 256 9241.

Caterers

Once you have selected a caterer, we must have a copy of the contract between you & the caterer. When renting the Barn and/or the land, Caterers must be responsible for all aspects of food service, they must also be completely mobile as we do not provide kitchen facilities for events utilizing the Barn and/or Land – Caterers are responsible for providing wait staff for the pouring of our wines, bartending, serving food & clean up. Caterers must provide linens, place settings, water glasses, wineglasses, water pitchers, etc. Ciccone Vineyards ONLY rents tables & chairs. If you chose a caterer that has not had experience with Ciccone Vineyards please encourage them to visit and look around the facilities or call me with any questions.

Ciccone - Cater Check Exchange Policy

According to Michigan Law we are required to do what is called a check exchange so at the end of the night when the caterer is ready to be paid we will pay the caterer and then we will add the catering bill onto the Ciccone invoice. This does not include the deposit. If your caterer requires monies paid before the event please provide us with an invoice with the payment information included.

Vendors

It is recommended that any vendor such as caterers, florists, photographers, DJ's, and/or band/musicians to be hired for your event visit the winery, barn, etc., prior to the date of your event. This allows vendors not familiar with Ciccone Vineyard & Winery the opportunity to inspect our facility to eliminate any potential problems a head of time.

Liability

Glass breakage, damage to grapevines, building and other property damage caused by your guests is your responsibility. We also provide our own liability coverage to cover the Vineyard & Winery during special events. Ciccone Vineyard and Winery is not responsible for cars, stereo equipment, or any personal belongings such as purses, clothes etc. that is left behind on the property.

Rehearsals

Please schedule your rehearsal ahead of time for either the day before or the day of your event. We have quite a few Friday and Saturday events or Saturday/Sunday events and we have to make sure we plan the rehearsal times with out interference. You are allowed an 1 ½ hours for the rehearsal and must be done by 6:30pm. If you need to start later that can be arranged ahead of time.

Minors

We take underage drinking very seriously. Ciccone Vineyard & Winery only serves wine to adults 21 and over with a valid driver's license. Bartenders will check ID to verify age. Ciccone Vineyard and Winery must have a count of how many adults over 21 are attending the event.

Parking

Parking is available on the winery property. Parking is prohibited across from Ciccone Vineyard on Hilltop Road & vehicles that do park across from the vineyard risk being towed, as the property is privately owned. The front parking lot is for visitors of the winery during regular business hours only. For events held in the tent/barn, parking will be situated along the vineyard driveway & grassy area near the barn. Please inform your guests of the parking situation head of time. We usually have someone directing the parking traffic.

Time of Event

Bingham Township rules require all activity at the winery to cease by 10:00 PM. This means the music stops, no more wine is served and you have about and hour to gather your belongings. Other arrangements can be made ahead of time for clean up or pick up of items.

Topography of Land

Our Vineyard is located in a very hilly area. The Barn, Maple Tree and Tasting Room are all in close proximity with one another, but can sometimes entail walking on uneven grassy areas, which could cause unsteadiness. It is recommended that any guest with mobility issues or in poor physical health be escorted by wheelchair to and from various locations within the vineyard.

Guests with Special Needs

For the safety and comfort of all your guests, please let us know a head of time of any one that may have special needs, as we will do all that we can to accommodate them.

Children and Pets

Children are always welcome at the vineyard as long as an adult supervises them at all times. Pets must have prior approval before arrival to the vineyard. The pet must be on a leash at all times and supervised.

Deposit

We require a deposit of 50% of your total quote to hold the date of your event.

Weather

When planning an outdoor wedding, it is always necessary to have a back up plan in case of inclement weather. Ciccone Vineyard does not rent tents. It is your responsibility to rent the necessary shelter in case of rain, hot sun, etc. or make alternative arrangements. Normal charges will apply to use the Barn or tasting room in case of rain during an outdoor ceremony.

Final Payment

Final payment is due at the end of the event. The final invoices are calculated after a final count is taken of chairs and tables and wine and will be presented to responsible party (ies) at end of event. We accept cash, credit cards & checks.

Cancellations

If you cancel your event, and we are unable to reschedule another event on that date, your deposit will be non-refundable. If you cancel your event, and we are able to reschedule another event for that date, your deposit will be refunded to you minus a \$500.00 rescheduling fee.

Alcohol Use on Property

By law, we are allowed to only pour & serve **ONLY** Ciccone wines. **Effective March 31, 2011, beer will be allowed to be served in addition to Ciccone wines provide your caterer has a valid license to serve alcohol.** Liquor, non-Ciccone wines, and any other type of alcohol are strictly prohibited on our grounds. Guests are **NOT ALLOWED** to bring any other alcoholic beverages onto our property. Ciccone Vineyard & Winery staff holds the right to confiscate any beer, liquor or other non-Ciccone wine either seen or being consumed. Guests caught with beer, liquor or other non-Ciccone wines will be asked to leave the property immediately. It is your responsibility to inform your guests of this policy.

Vendors

Ciccone Vineyard and Winery has worked with many different vendors from florist, cakes, shuttles, photographers and caterers. You do not have to work with those inparticular but we recommend them because they know the lay of the land, they know our policies and they work well with our staff and we have had good experiences with them.

**I have read and understand all pricing and policies in the above information. All pricing and policies have been discussed and explained to my satisfaction.*

**Signature:* _____