



## Policies

Bucks Mill Brewery's core mission is to produce and sell locally sourced craft beer in a family-friendly atmosphere.

The brewery's building lease allows for the rental of building spaces for private events with rental proceeds conveyed to the building's owner.

The use of Bucks Mill Brewing rental spaces for meetings, private parties, family gatherings, and other types of events must be consistent with Bucks Mill Brewing Event Policies:

- Events must not cause conflict or interfere with brewery operations or public use of other brewery spaces.
- Events that include adult entertainment or product sales are not permitted.
- Bucks Mill Brewery will not close during normal business hours for any private event.
- Bucks Mill Brewery reserves the right to refuse any private event proposal (private events will not be permitted if deemed to conflict with the brewery's policies or mission).
- Bucks Mill Brewing reserves the right to refuse service to any patron for any reason.
- To support our local non-profit organizations (501C3-charitable), we offer a 25% discount. Please inquire for more information.
- Due to Minnesota state law, we can only sell tap beer that we produce. An outside caterer may be able to provide additional beverages for your event; however, no outside beverages of any kind are allowed without prior approval. We reserve the right to charge a corking fee for caterer beverages.
- We do not coordinate food or catering. You are welcome to work with local caterers for special events hosted at the brewery. If you choose to bring in food or have your event catered, please notify us of food arrangements so we can work with you or your caterer to make appropriate preparations.
- You may bring decorations for the tables and your own tablecloths may be used if you wish. You may not use anything permanent to attach decorations to walls, table tops, or equipment. Any damage or residue from tape, nails or other fasteners left after the event will be subject to a repair or replacement fee.

*Event scheduling and details (including set-up and breakdown) must be pre-arranged and approved by the Bucks Mill Brewery Event Coordinator.*

## **Rental Space Options** (all prices subject to change)

### **1) The Grist Room:**

This private “conference style” room adjacent to the taproom comfortably fits up to 20 people and is separated from the public taproom by sliding barn doors.

Rate: \$25/hour with a 2-hour minimum, paid in full in advance.

Tab Minimum: \$100

Grist Room rental includes:

- Set up 30 minutes prior to the event start time.
- Use of existing tables and chairs.
- 30-minute breakdown

### **2) The Overlook:**

This carpeted space overlooks the taproom area and provides plenty of room for parties of up to 30 people. The space is accessible via a stairway.

Rate: \$100/hour with a 2-hour minimum, paid in full in advance.

Tab Minimum: \$200.

Overlook rental includes:

- Set up 1-hour prior to the event start time
- Use of existing tables and chairs.
- Designated tap tender for your event.
- 30-minute breakdown.

### **3) The Slackwater Area:**

Located near the mall entrance, this open area below the second-floor Overlook includes the Grist Room space which provides ample room for a private gathering of up to 75 people.

Rate: \$150/hour with a 2-hour minimum, paid in full in advance.

Tab Minimum: \$300.

Slackwater Area rental includes:

- Set up 1 hour prior to the event start time.
- Use of existing tables and chairs.
- Designated tap tender for your event.
- 30-minute breakdown.

#### 4) The Back of the Mill:

This space includes the Slackwater Area, Grist Room, and the Overlook providing room for up to 200 people. The remaining (front/production area) portions of the taproom will remain open to the public during your event.

Please contact us at least three weeks in advance to discuss availability.

Rate: \$200 per hour with a 3-hour minimum, paid in full in advance.

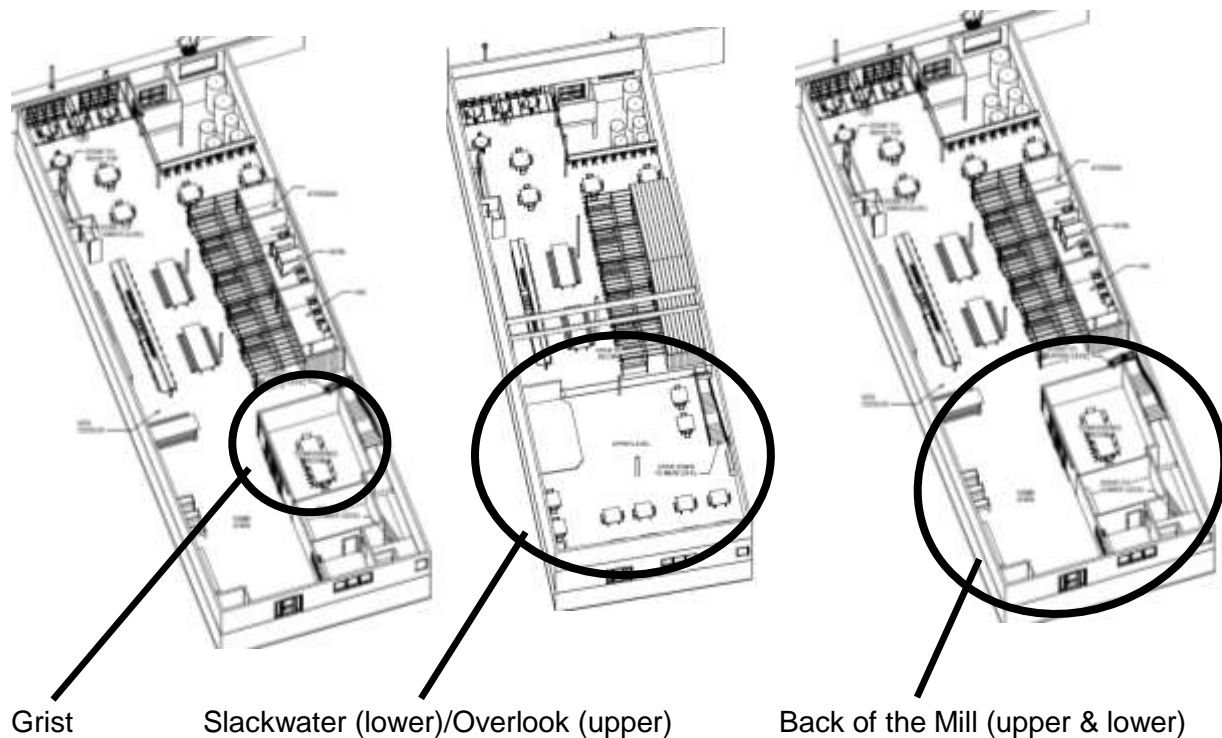
Tab Minimum:

- October 1 - April 30
  - Sunday - Thursday \$2,000.
  - Friday - Saturday \$3,000.
- May 1 - September 30.
  - Not available.

Back of the Mill rental includes:

- Set up 1 hour prior to the event start time.
- Use of existing tables and chairs.
- Designated tap tender for your event.
- 1-hour breakdown.

#### Event Sections



## Request Form

Please request a date for your event at least 2-3 weeks in advance of your event. If your event date is available and approved, a contract will be sent to finalize your reservation. No rental is complete and guaranteed until BMB has received the signed contract with the rental fee.

### Event Information:

This Rental Contract is executed on \_\_\_\_\_, 20\_\_\_\_

Between Bucks Mill Brewery (Lessor) and  
(Lessee) \_\_\_\_\_

(Address) \_\_\_\_\_

In Consideration of the mutual covenants contained herein, the Lessor, and Lessee hereby agree as follows:

Rental Space (circle one): Grist Room; Overlook; Slackwater Area, Back of the Mill

Event Title: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Start Time: \_\_\_\_\_

Event End Time: \_\_\_\_\_

Estimated Number of Guests: \_\_\_\_\_

Event Description:

\_\_\_\_\_  
\_\_\_\_\_

Caterer: \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Contact Phone Number Day of the Event: \_\_\_\_\_

Secondary Number: \_\_\_\_\_

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

## Agreement

### Rental Agreement Conditions:

1. Lessee is responsible for the setup and cleanup of rental space. All events must have a designated contact on-site during the event who is responsible for supervising setup, cleanup and event operations. Lessee's access to the rental space for setting up will be limited to the hours agreed upon in this agreement. Initial\_\_\_\_\_.
2. Nothing may be attached to the walls for decorations. No stapling, nailing, using tape or glue to fasten to the walls, tabletops or equipment. Any damage will be subject to a damage or replacement fee determined by Bucks Mill Brewing. Initial \_\_\_\_\_.
3. Bucks Mill Brewing reserves the right to end/cancel the event at any time leading up to the event or during the event for any reason. Initial\_\_\_\_\_.
4. Cancellations must be made at least 14 days in advance to receive a full refund. Cancellations made at least 7 days and less than 14 days in advance of the scheduled event are subject to a 50% refund. Any cancellations made 7 days or less before the scheduled event will result in forfeiture of payment. Initial \_\_\_\_\_.
5. Children under the age of 12 must always be accompanied by an adult. Portions of the spaces may be blocked to access for the safety of our guests. Any attempt to access restricted areas will be grounds for removal from the event and loss of event payment. Initial \_\_\_\_\_.
6. Any damage or loss of product as a result of any actions by the lessee or lessee's guests may be subject to a damage fee or replacement fee. Initial \_\_\_\_\_.
7. By executing this signed agreement you agree to release Bucks Mill Brewery from any claims related to any injuries occurring to you and/or any of your guests on the day of your scheduled event. You further agree to indemnify and hold the Bucks Mill Brewery harmless as to any claims made by any of your guests. Initial \_\_\_\_\_.

\_\_\_\_\_  
Lessee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lessor Signature (Bucks Mill Brewing)

\_\_\_\_\_  
Date

Official Use (Amount or check #) \_\_\_\_\_