



# Platinum Wedding

*When only the best will do. Villa Raffaldini is a 6,000 square foot tasting room and event venue inspired by Italian villas. Villa Raffaldini features traditional Italian art, architecture and tasting bars on both levels. Enjoy panoramic views of the Blue Ridge and Brushy Mountains from the balconies and landscaped terraces. Villa Raffaldini can accommodate up to 175 guests using indoor and outdoor space.*

## **Fee includes:**

- ℞ Use of the entire Villa Raffaldini, the Piazza and the Lawn for your reception.
- ℞ Use of the Piazza, Lawn or Villa Raffaldini for your wedding ceremony.
- ℞ Indoor use of twenty (20) 60" round tables, two (2) 6' tables, two (2) 8' tables, and one (1) 4' table. (Note: these tables and chairs may only be used outdoors if protected from the elements. For example, are set up within a tent).
- ℞ Use of the Piazza tables and chairs. (Piazza tables and chairs can be removed from the Piazza for a fee of \$250.)
- ℞ Setup of any rented or client-provided equipment, décor or tables and chairs is the responsibility of the client.
- ℞ Five Raffaldini Attendants to ensure your wedding is enjoyed by all. You may also hire additional attendants if desired. For information on Attendant responsibilities, please contact the Raffaldini Director of Events.
- ℞ Use of the facilities prior to your wedding date for a one (1) hour wedding rehearsal. Please contact the Raffaldini Director of Events to schedule your rehearsal. This must be scheduled during regular business hours.
- ℞ Use of the facilities prior to or after your wedding date for one photography session with your photographer. Please contact the Raffaldini Director of Events to schedule your photo session. This must be scheduled during regular business hours.
- ℞ Three meetings prior to your wedding date with your Raffaldini Venue Coordinator.
- ℞ Use of Fattoria Raffaldini as a suite for preparation by the wedding party.

*Please be sure to read the Important Wedding Details.*

**I agree that I have read and understand the policies detailed on this page. \_\_\_\_\_ (Client Initials)**

**450 Groce Road \* Ronda, NC 28670 \* p. 336.526.1078\* f. 336.835.2584 \* [www.raffaldini.com](http://www.raffaldini.com)**



## *Gold Wedding*

*Villa Raffaldini provides a gracious and expansive setting for your special day. From the second floor of Villa Raffaldini you and your guests will have views of our large piazza with a beautiful fountain reminiscent of the intimate settings found in villages throughout Italy. Villa Raffaldini can accommodate up to 150 guests using both indoor and outdoor space.*

### **Fee includes:**

- ⌘ Use of the Second Floor of Villa Raffaldini and the Piazza for your reception.
- ⌘ Use of the Piazza, Lawn or Second Floor of Villa Raffaldini for your wedding ceremony.
- ⌘ Indoor use of twenty (20) 60" round tables, two (2) 6' tables, two (2) 8' tables, and one (1) 4' table. (Note: these tables and chairs may only be used outdoors if protected from the elements. For example, are set up within a tent).
- ⌘ Use of the Piazza table and chairs. (Piazza tables and chairs can be removed from the Piazza for a fee of \$250.)
- ⌘ Setup of any rented or client-provided equipment, décor or tables and chairs is the responsibility of the client.
- ⌘ Three Raffaldini Attendants to ensure your wedding is enjoyed by all. You may also hire additional attendants if desired. For information on Attendant responsibilities, please contact the Raffaldini Director of Events.
- ⌘ Use of the facilities prior to your wedding date for a one (1) hour wedding rehearsal. Please contact the Raffaldini Director of Events to schedule your rehearsal. This must be scheduled during regular business hours.
- ⌘ Use of the facilities prior to or after your wedding date for one photography session with your photographer. Please contact the Raffaldini Director of Events to schedule your photo session. This must be scheduled during regular business hours.
- ⌘ Three meetings prior to your wedding date with your Raffaldini Venue Coordinator.
- ⌘ Use of Fattoria Raffaldini as a suite for preparation by the wedding party.

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# Wedding Fee Guide

	<u>Platinum Wedding</u> Villa Raffaldini	<u>Gold Wedding</u> Second Floor Villa Raffaldini and Piazza	<u>Holiday Pricing*</u> Gold Wedding
Monday-Thursday 11am-4pm	-	<b>\$3,500</b>	-
Monday-Thursday 6pm-11pm	<b>\$10,000</b>	<b>\$3,500</b>	<b>\$6,000</b>
Friday 11am – 4pm	-	<b>\$5,000</b>	<b>\$6,000</b>
Friday 6pm – 11pm	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$6,000</b>
Saturday 6pm – 11pm	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$6,000</b>
Sunday 11am – 4pm	-	<b>\$5,000</b>	<b>\$6,000</b>
Sunday 6pm – 11pm	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$6,000</b>

This is a Wedding Fee Guide and fees are subject to change without notice. Fees may also vary based on other services selected by you. You may arrange with your Raffaldini Venue Coordinator for additional Raffaldini Attendants and additional rental time at our facilities at an additional charge.

\*Holiday's include: Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving and New Year's.

The Rental Facility Contract contains the terms and conditions of the use of our facilities can be requested by emailing [eventplanning@raffaldini.com](mailto:eventplanning@raffaldini.com). A fully-signed Rental Facility Contract is required to book your wedding.

*See the Facility Rental Contract for complete details regarding payment requirements.*

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# *Important Wedding Details*

## **Setup and cleanup**

Evening weddings may start setup at 3:00pm on the day of your wedding and afternoon weddings may start setup at 8:00am on the day of your wedding. Please note that Platinum weddings may begin set-up of our upstairs area at 3:00pm and at 4:00pm for our downstairs area on the day of your wedding. Cleanup must take place immediately after your wedding. Cleanup for evening weddings must be completed by 12:00am and cleanup for afternoon weddings must be completed by 5:00pm. This includes storage or removal of all rented items. If your rented equipment is not removed by the next business day following your event, you will incur an additional charge of \$250 that will be deducted from your Security Deposit. Raffaldini Vineyards is not responsible for cleanup of rented items.

## **Attendance**

Each wedding package has a set maximum number of guests set forth in its respective description. This maximum number represents the number of guests that Raffaldini Vineyards comfortably can accommodate given space and staffing for the specific packages. If your guest list exceeds this maximum number, you are required to inform the Raffaldini Director of Events prior to your event.

## **Candles and Decorations**

Use of insect control substances, inside or outside, is strictly prohibited, except for citronella candles. You may use candles on tables but they must be enclosed in some way. This may be a votive holder, hurricane, glass globe, lantern, etc. Luminaries are not allowed. No open flames are permitted. Use of tape or other adhesives on Raffaldini property, including walls or banisters, is strictly prohibited. Balloons, but not balloon releases, are permitted. Flowers, birdseed, and/or bubbles are permitted as wedding/party favors. No fireworks, sparklers or rice are allowed. Under no circumstance may anything be put in the fountain on the Piazza.

## **Parking**

All guests are to park only in the designated parking lots. For larger parties, a parking attendant may be required at your expense. Please ask the Raffaldini Director of Events if this will be necessary for your party.

## **Inclement Weather**

You are required to have a rain plan if you intend to use uncovered outdoor spaces with your Raffaldini Vineyards wedding packages. If you decide to implement your rain plan after your one-time setup is complete, you will incur an additional setup fee of \$250.

If Raffaldini is closed due to inclement weather, you can reschedule your wedding date per availability or a refund will be issued.

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### **Intended Timeline**

You are required to turn in an intended timeline of your event 21 days prior to your event. This should include arrival and departure times, estimated length of ceremony, etc. Please see the Raffaldini Director of Events for an example timeline.

### **Raffaldini Attendants**

We want to make your event as special as possible. We include Raffaldini Attendants with every function to assist you. Please ask the Raffaldini Director of Events to learn more about the services provided by Raffaldini Attendants. To help Raffaldini Vineyards accommodate your extra guests, an additional attendant will be required for each additional 25 guests for a fee of \$25 per hour for each event hour. If prior arrangements are not made for an additional attendant, this charge will be deducted from your Security Deposit.

### **Director of Evens**

We have one on-site Director of Events at Raffaldini Vineyards in which you can set up three meetings in addition to your first consultation. Our Director of Events is here to aid you in usage of your rental space answer any questions you may have about Raffaldini Vineyards, and organize your Raffaldini specific rental items. **Our Director of Events is not a Wedding Planner. It is strongly encouraged that you have a Wedding Planner and at minimum, you need to have a "Day of Coordinator or Contact Person"**. Please feel free to visit Raffaldini Vineyards at any time. Our Director of Events is available Monday-Saturday 9:30am-5:30pm. Call today 336.526.1078 to set-up your meetings or you can email eventplanning@raffaldini.com.

## *Financial Matters*

### **Booking and Reservation**

We will hold the desired date for up to ten (10) days with a \$250 reservation deposit. A fully signed rental facility contract must be signed by both parties to bind Raffaldini to a legal agreement. A payment of 50% of the total cost of the facility rental ("Initial Payment") must be delivered to Raffaldini with the signed facility rental contract within ten (10) days of receipt of the \$250 reservation deposit. The \$250 reservation deposit is non-refundable but will be applied to the remaining balance due on your total package price. If the Initial Payment and signed facility rental contract are not received by Raffaldini within said ten (10) days, then your \$250 reservation deposit will be kept by Raffaldini and you will lose the date. The balance of the total package price due must be paid in full twenty-one (21) days prior to your event. Raffaldini will not host any event that is not paid for in full. See the rental facility contract for information on our cancellation policy and required Security Deposit. Raffaldini requires a credit card on file to cover any 'day of' expenses.

### **Security deposit**

A \$500 Security Deposit in check form is due twenty-one (21) days prior to the event. If requested by Client, Client and Raffaldini Attendant shall meet no more than one (1) hour prior to the event to review and agree on the condition of the facility. Facility inspection will be made within twenty-four (24) hours after the event and in all cases prior to the next scheduled event. Any damages occurring to the

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property of Raffaldini by Client, guest, caterer or other service provider or any extra cost incurred by Raffaldini for cleanup will be deducted from the Security Deposit and any remaining balance of the Security Deposit will be refunded to Client within seven business days of the event. Any costs associated with such damage in an amount greater than the Security Deposit shall be billed to the Client.

### **Third Party Rentals**

All equipment you have rented from third party vendors, such as tents, tables and chairs must be removed from the property by the next business day after your wedding or you will incur an additional charge of \$250 that will be deducted from your Security Deposit. Drop-off and removal of all rented equipment must be scheduled with your Raffaldini Venue Coordinator. We are not responsible for any third-party rentals.

### **Liability Insurance**

We require that a certificate of insurance for general liability in the amount of \$1 million naming "Raffaldini Vineyards & Winery, LLC," as an additional insured, be provided to us at least twenty-one (21) days prior to the event. We have learned about a great product that is offered by WedSafe.com that can provide coverage to the couple as well as offering liability coverage for damage to our facility. See [www.WedSafe.com](http://www.WedSafe.com) for more information. The cost is on average \$175 for \$1 million in coverage. Raffaldini Vineyards & Winery LLC must be listed as an additional insured.

### **Tents**

If your event includes a tent, you will be charged a tenting fee of \$1,000. Please work with the Raffaldini Director of Events on the timing of tent set up. Tents may be set up on the piazza or in the lawn. The maximum size tent allowed at Raffaldini Vineyards' is 50 feet by 70 feet. This size will cover the Piazza entirely. Any tent smaller than this located on the Piazza must have carpeting or another protective surface under the feet of the tent to ensure no damage is done to the concrete. Larger tents may never be staked and must be secured with appropriate weights. If you do choose to obtain a tent for use at your event, you must use one of Raffaldini Vineyards' specified "Tenting Companies" notated in our "Service Providers" package to set up your tent.

### **Vendors**

See our list of service providers. This is a list of caterers, photographers, florists, DJs, musicians and car services provided for your convenience. This is not an exclusive list but includes our preferred vendors. If you decide not to use our preferred vendors, we reserve the right to deny any company the right to provide services at our facilities based on its lack of experience, insurance and other factors. We will do our best to accommodate your requests to ensure that your wedding is as perfect as possible. Vendors may use the service entrance for loading and unloading but must remove all vehicles immediately to the employee parking lot. Raffaldini requires a 5% outside catering fee of gross food receipts before taxes from all caterers. All outside vendors must abide by Raffaldini policies and procedures.

### **Suite Details & Personal Property**

The Fattoria will be made available for use as a suite for preparation by the wedding party. Only Raffaldini-purchased alcohol may be served in the suite. Only your pre-approved caterer may provide any food or soft drinks served in the suite, and no hot food may be served. Clean up of the suite is

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your responsibility and must be completed by the end of your wedding, or the additional cost of cleanup of \$100 will be deducted from your Security Deposit. The suite is left unlocked for your convenience. Raffaldini is not responsible for any lost or stolen personal property.

## *Wine and Beer*

### **Wine and Beer**

All wine and beer served at your event is provided by Raffaldini and must be pre-ordered so that we can prepare your order appropriately. See the Raffaldini Wine and Beer Package to place your order and to see our list of award-winning wines, available beer selections and their respective prices. A complimentary wine tasting is available to assist you in the wine selections for your event. Champagne or other sparkling wine used for the Wedding Toast must be pre-approved by the Raffaldini Director of Events. You may bring home any wine and champagne left over at the end of the night which is unopened or able to be re-corked. Any other beverages provided must be served by the catering staff in client-provided glasses. Please note the bar does not open until after the ceremony has concluded. There is a minimum on the wine and beer package of \$350.00 or one case of Raffaldini Vineyards wine.

### **Outside Alcohol**

As per the Wine and Beer Contract, other than Champagne or other sparkling wine used for a wedding toast, no other alcohol shall be brought on the Raffaldini premises under any circumstance. Anyone found to have outside alcohol will be asked to leave the premises. If guests from your event are found with outside alcohol, your Security Deposit will be immediately forfeited in its entirety. This is to encourage safe consumption of alcohol for the well-being of guests and staff.

## *General Raffaldini Information*

### **Safety**

We want everyone visiting our beautiful facilities to have a safe environment. We prohibit underage drinking and discourage irresponsible driving. Raffaldini Vineyards strongly recommends preparing ahead of your event by hiring professional driving services. See our list of service providers for recommendations on car services and valet parking for your event.

### **Tasting Room Hours**

Raffaldini is not closed during normal business hours for wedding rehearsals and ceremonies. Please be mindful of other guests who are enjoying Raffaldini facilities at the same time you are. Our normal business hours are Monday, Wednesday – Saturday 11:00 am – 5:00 pm and Sunday 12:00 pm – 5:00 pm.

I agree that I have read and understood all policies detailed in this wedding package informational document and agree to abide by all Raffaldini Vineyards guidelines, policies, and rules both detailed in this package and otherwise.

\_\_\_\_\_ (Client Signature) \_\_\_\_\_ (Date)

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