



Platinum Wedding

When only the best will do. Villa Raffaldini is a 6,000 square foot tasting room and event venue inspired by villas in Mantua, Italy, in the region of Lombardy; home to the Raffaldini family. Villa Raffaldini features traditional Italian art, architecture and tasting rooms on both of the two levels. Enjoy panoramic views of the Blue Ridge and Brushy Mountains from inside the Villa and outside on the balconies and landscaped terraces. Villa Raffaldini can accommodate up to 200 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, one (1) 4' table and 160 burgundy and gold chairs to seat up to 160 guests. (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 cannot be removed from the Piazza.
- ✧ A one (1) time setup of Raffaldini indoor and outdoor tables and chairs. 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 your Raffaldini Venue Coordinator.
- ✧ Use of the facilities prior to your wedding date for a one (1) hour wedding rehearsal. Please contact your Raffaldini Venue Coordinator 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 your Raffaldini Venue Coordinator 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



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. Near the piazza are the Orange Moscato vines giving off heady aromas of orange blossom and gardenias during the height of the harvest season. Villa Raffaldini can accommodate up to 160 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, one (1) 4' table and 160 burgundy and gold chairs to seat up to 160 guests. (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 cannot be removed from the Piazza.
- ✧ A one (1) time setup of Raffaldini indoor and outdoor tables and chairs. 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 your Raffaldini Venue Coordinator.
- ✧ Use of the facilities prior to your wedding date for a one (1) hour wedding rehearsal. Please contact your Raffaldini Venue Coordinator 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 your Raffaldini Venue Coordinator 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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Green Wedding

On the western side of Villa Raffaldini is a large piazza with a beautiful fountain reminiscent of the intimate settings found in villages throughout Italy. Nearby the piazza are the Orange Moscato vines giving off heady aromas of orange blossom and gardenias during the height of the harvest season. On the southern side we planted specially selected olive trees, noted for their beautiful silver and green leaves as well as delicious oils. Scattered throughout the pathways surrounding the Villa are roses, lavenders, rosemary bushes and fig trees. The Piazza and Lawn can accommodate up to 200 guests.

Fee includes:

- ℞ Use of Piazza and Lawn for your wedding ceremony and reception.
- ℞ Use of twenty (20) 60" round tables, two (2) 6' tables, two (2) 8' tables, one (1) 4' table and up to 160 burgundy and gold chairs to seat up to 160 people. (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 existing Piazza tables and chairs. Piazza tables and chairs cannot be removed from the Piazza.
- ℞ A one (1) time setup of Raffaldini indoor and outdoor tables and chairs for your event. Setup of any rented or client-provided equipment, décor or tables and chairs is the responsibility of the client.
- ℞ Two Raffaldini Attendants to ensure your wedding is enjoyed by all. You must hire an additional attendant for every 25 guests over 100 guests at a cost of \$25.00 per hour for a minimum of four hours. For information on Attendant responsibilities, please contact your Raffaldini Venue Coordinator.
- ℞ Use of the facilities prior to your wedding date for a one (1) hour rehearsal. Please contact your Raffaldini Venue Coordinator 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 your Raffaldini Venue Coordinator 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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Silver Wedding

Fattoria Raffaldini—fattoria means "farmhouse" in Italian—offers a lovely location for your special day. Nestled among the Montepulciano vines, Fattoria Raffaldini is the perfect place for your intimate wedding. Enjoy beautiful views of the Villa, gardens and surrounding mountainside from the deck of Fattoria Raffaldini; greet guests by the stone fireplace in the gallery or enjoy a relaxed setting for your reception on the Fattoria's deck. Fattoria Raffaldini can accommodate up to 40 guests.

Fee includes:

- ✧ Use of Fattoria Raffaldini for your reception.
- ✧ Use of the Piazza, Fattoria or Lawn adjacent to Fattoria for your wedding ceremony. Piazza tables and chairs cannot be removed from the Piazza.
- ✧ Indoor use of five (5) 60" round tables, two(2) 6' tables, two (2) 8' tables, one (1) 4' table and 40 burgundy and gold chairs to seat up to 40 guests. (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 Fattoria deck table and chairs. Fattoria tables and chairs cannot be removed from the Fattoria.
- ✧ A one (1) time setup of Raffaldini indoor and outdoor tables and chairs. Setup of any rented or client-provided equipment, décor or tables and chairs is the responsibility of the client.
- ✧ Two 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 your Raffaldini Venue Coordinator.
- ✧ Use of the facilities prior to your wedding date for a one (1) hour wedding rehearsal. Please contact your Raffaldini Venue Coordinator 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 a Raffaldini Venue Coordinator 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.

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Wedding Fee Guide

| | <u>Platinum Wedding</u> Villa Raffaldini | <u>Gold Wedding</u> Second Floor Villa Raffaldini and Piazza | <u>Green Wedding</u> Piazza and Lawn | <u>Silver Wedding</u> Fattoria Raffaldini |
|-----------------------------|---|---|--|---|
| Monday-Thursday 11am-4pm | - | \$3,500 | - | \$1,000 |
| Monday-Thursday 6pm-11pm | \$10,000 | \$3,500 | \$2,500 | \$1,000 |
| Friday 11am – 4pm | - | \$4,000 | - | \$1,250 |
| Friday 6pm – 11pm | \$10,000 | \$4,000 | \$3,000 | \$1,250 |
| Saturday 11am – 4pm | - | - | - | \$2,000 |
| Saturday 6pm – 11pm | \$10,000 | \$5,000 | \$3,500 | \$1,500 |
| Sunday 11am – 4pm | - | \$4,500 | - | \$1,250 |
| Sunday 6pm – 11pm | \$10,000 | \$4,000 | \$3,500 | \$1,250 |

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. Please contact Event Coordinator for holiday pricing if wedding is over a holiday weekend.

The Rental Facility Contract contains the terms and conditions of the use of our facilities and is available for your review on our website. A fully-signed Rental Facility Contract is required in order 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 noon on the day following your event, you will incur an additional charge of \$250 that will be deducted from your Security Deposit.

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 can accommodate given space and staffing laid out for the specific packages. If your guest list exceeds this maximum number, you are required to inform your Raffaldini Venue Coordinator 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 your Raffaldini Venue Coordinator if this will be necessary for your party.

Inclement Weather

You are required to have a rain plan with all Raffaldini Vineyards wedding packages. If you have the Green Package, you must let your Event Coordinator know your rain plan decision by 21 days prior. You must decide if you will implement your rain plan by a week prior to your wedding date. If you decide to implement your rain plan after the seven days' prior due date or on the day of your wedding after your one-time setup is complete, you will incur an additional setup fee.

If Raffaldini is open during your event time we will not refund any fees paid. If Raffaldini is closed due to inclement weather, you can reschedule your wedding date per availability or a refund will be issued.

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 your Raffaldini

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Venue Coordinator 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 your Raffaldini Venue Coordinator 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.

Venue Coordinator

We have two Venue Coordinators on-site at Raffaldini Vineyards in which you can set up three meetings in addition to your first consultation. Our Venue Coordinators are 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. Please feel free to visit Raffaldini Vineyards at any time. Our Venue Coordinators are 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.

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 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 three 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.

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Rentals

All equipment you have rented from third party vendors, such as tents, tables and chairs must be removed from the property by noon the 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 rented property or your personal property.

Liability Insurance

We require 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 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 \$250. You are permitted to have vendors arrive up to 3 hours prior to your event start time, and all decorations or items related to your wedding must be removed immediately following your event. This requirement applies to tent set-up as well. In the event that you procure a tent that will require installation in addition to the time frame allotted to you, you must contact your Raffaldini Venue Coordinator to request additional setup hours. There will be a fee charged for any additional setup hours above those already allotted to you in your signed contract. We will make every attempt to honor your request to set up a tent, but not all requests will be honored due to scheduling and staffing restrictions. If a tent is left up beyond noon on the day following the wedding, you will incur a charge of \$250 which will be deducted from your Security Deposit. All tents must be set up on the Piazza. 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. We do not have an exclusive list at this time but we do have 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

☞ When you purchase the Platinum, Gold or Green Wedding Package, the Fattoria will be made

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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 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.

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. We will be delighted to arrange a wine tasting 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 your Raffaldini Venue Coordinator. 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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