



Private Event Contract

CONTACT NAME: _____

ORGANIZATION (if applicable): _____

PHONE: _____

EMAIL: _____

EVENT DATE: _____

EVENT TIME: START: _____ END: _____

EVENT NAME: _____

LOCATION: ☐ Hayloft ☐ Taproom ☐ Barrel Room

Event Terms and Conditions

1. Group Reservations require a signed Private Event Contract and credit card to reserve the Hayloft or Barrel Room.
2. Room Rental Fee is required at the time of booking (Fee varies). Fee is non-applicable to food/beverage minimum.
3. Food/beverage minimums apply and vary depending on the date and time of your event. Refer to the Private Event Information for rates and minimums.
4. Food and beverage minimums apply regardless of event turnout.
5. Catering Menu selections must be made two weeks prior to event.
6. All food, beer, and nonalcoholic beverages are subject to sales tax.
7. Per Minnesota State Law, no outside food or beverages are allowed. If outside wine, liquor, or beer is found it will be disposed of.
8. Room Rental Fee is due in full upon booking event. Room Rental Fee is due in full upon booking event. A cancellation fee of 15% of the original booking fee will be assessed to events canceled more than three weeks in advance of the scheduled event. A 50% refund will be given with less than three weeks notice. If the event is rescheduled, there will be a \$100 fee assessed as well as any day of the week rented price increases.
9. Full payment of food/beverages is required at the conclusion of the event.
10. Urban Growler® Brewing Company prohibits taking home any leftover beverages but does allow taking home leftover food. A food liability release form must be signed before the leftovers can leave the premises.
11. Customers are responsible for any damages to the house portable PA system and projector if applicable. Urban Growler® Brewing Company reserves the right to limit sound levels for the comfort of our other patrons. No amplification or microphone use is allowed in the Taproom except for private events.
12. You agree to indemnify and hold Urban Growler® Brewing Company Harmless from and against any and all liability which may result from your event.

SIGNED: _____ DATE: _____