

## Private Party Reservation Agreement for Clewis Winery LLC, D.B.A diVine

*diVine is the embodiment of sophistication, charm, and style. We give our members a place to celebrate life's special moments in an upscale, comfortable speakeasy environment. We boast a vast selection of wine, an impressive array of liquors, and a list of craft cocktails that will satisfy any palate. Our hospitality focused team is equipped to give you the quality required to ensure a perfect experience.*

- Any cancellation needs to be done so by noon the day before your party
- Final headcount as well as guest list is due the day before the reservation, unless we are catering the event. If you would like your event to be catered a final headcount is due 7 days before the event OR the day you finalize the catering menu.
- There is a \$350 cancellation fee for same day cancellations
  - We do allow reservations to be transferred for no cancellation fee **if the transfer request is made before noon on the original reservation date.**
- Membership dues are **not** included in the package price. Guests are allowed without becoming members for this event only. **if they wish to return, they will be required to obtain a membership.**
- Once you have met your hourly limit, other members will be allowed within the space reserved
- Food/Catering is *not* included in the rental fee

By signing this form, I \_\_\_\_\_ agree to the terms above.  
Clewis Winery LLC D.B.A diVine has the right to charge my credit card ending in \_\_\_\_\_  
only in the event that I do not show up for my reservation on \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_\_.

Date card was charged: \_\_\_\_\_ Amount: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_