

DUCHMAN



FAMILY WINERY

Thank you for considering Duchman Family Winery for your upcoming event!

Duchman Family Winery is a slice of Tuscan heaven in the Texas Hill Country.

Family-owned and just a stone's throw from downtown Austin, Duchman Family Winery boasts lush vineyards, a shaded picnic area, an Italian Villa-style event center, and not to mention our award-winning Texas wines.

The following pages include Duchman Family Winery's rental information and fees, guidelines, answers to frequently asked questions, as well as our preferred vendors and list of accommodations.

When you are ready to begin building the details of your event, I'd be happy to go over the reservation costs outlined in greater detail. **All event reservations are considered tentative until a signed Rental Contract and deposit is received.**

If you have any questions, need assistance planning your event, or are ready to book, please do not hesitate to contact me. You can reach me at 512.858.1470 ext. 107 or, for faster service, via email at Events@DuchmanWines.com.

Thank you again and I look forward to speaking with you soon.

Kind Regards,

Callan Martin

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w. www.duchmanwinery.com



Duchman Family Winery Event Rental Information, Fees, & Guidelines

I. Duchman Family Winery Facilities

Event Center: 4,000+ square feet of air-conditioned indoor space available for seated events of up to 200 guests. The event center has an acoustic ceiling, limestone fireplace, barrel-room facing windows, Wi-Fi access, a built-in granite bar, and easy access to the catering prep kitchen. Events booked in the event center also include use of the winery hallways- with views of our barrel room, fermentation room and bottling line. **Seats: 200** (maximum)

*Use of Tasting Room & Tasting Room Bars are excluded without an exclusive Buy-Out of the Winery.

Ceremony Site: Our outdoor ceremony site, overlooking the vineyard with bench seating for approximately 200 guests, is nestled away offering a private and romantic space for you and your guests to enjoy. The ceremony site includes use of up to four wine barrels, limited access to the vineyard, nearby power source, and 1-hour ceremony rehearsal (scheduled in advance).

Picnic Area: Underneath large oak trees filled with twinkly lights, our picnic area is the perfect spot for your guests to gather for cocktail hour. We will reserve up to four large picnic tables for your guests, set-up a satellite bar, and have passed hors d'oeuvres (included in Duchman catering services).

**For inclement weather, our events center and production view hallway will be used as a rain plan for your ceremony and cocktail reception.*





II. Venue Rental Rates

Peak Season: March – June / September – November

Off- Season: December – February / July – August

	Mon-Thurs	Friday & Sunday	Saturday
January	\$1,500	\$2,500	\$3,000
February	\$1,500	\$2,500	\$3,000
March	\$1,500	\$3,000	\$3,800
April	\$1,500	\$3,000	\$3,800
May	\$1,500	\$3,000	\$3,800
June	\$1,500	\$3,000	\$3,800
July	\$1,500	\$2,500	\$3,000
August	\$1,500	\$2,500	\$3,000
September	\$1,500	\$3,000	\$3,800
October	\$1,500	\$3,000	\$3,800
November	\$1,500	\$3,000	\$3,800
December	\$1,500	\$2,500	\$3,000
*Daily Rates Effective November 1, 2018			

**All rates and inclusions are subject to change.*

Holiday Fee: Please note we require an additional \$500.00 Holiday Fee for the following holiday dates/weekends: New Year's Eve, New Year's Day, Christmas Eve, Christmas Day, Thanksgiving, Fourth of July, Easter, Memorial Day Weekend, and Labor Day Weekend.

Prices listed are not inclusive of 8.25% sales tax, \$500 refundable security deposit, or \$25/hr Manager on Duty Fee.

For wedding events, we offer an **8-HOUR RENTAL TIME** that includes 2 hours of set up, up to 5 hours of event time and 1 hour of clean up. Event times must end no later than 11:00pm (with clean-up 11:00pm-12:00am).

III. Rental Add-Ons

The Laboratory: For parties seeking additional space, we offer our winemakers re-done lab. The Lab is about 200 sq-ft, fitting up to 20 people. It includes three farm tables, and additional private and secure space for your pre-event needs. Due to loss of Private Tours & Tastings during events, the Lab must be rented for your entire 8-hour period.

Seats: 20 (maximum)

\$50.00 per hour (minimum 8-hour rental)

Winery Buy-Out: Are you looking for a more private experience for your event? Buy-out the entire winery and we will close to the public. A buy-out will include closing the winery to outside visitors, as well as dedicated staff in the tasting room provided by Duchman Family Winery. The prices below are in addition to the venue rental rate due to loss of sales in the tasting room.

Monday - Thursday 6pm-Close:

+\$1,000.00

Friday & Sunday 6pm-Close:

+\$1,500.00

Saturday 6pm-Close:

+\$2,000.00



IV. Frequently Asked Questions

Q: Can I bring in my own vendors?

A: To help ensure the best experience for our client(s), we offer a Preferred Vendor List but do not require use of any particular vendors from this list.

Q: Can I bring in my own alcohol?

A: We do require all wine be Duchman label, but you can bring outside beer, liquor and sparkling wine as long as it is served by TABC certified bartenders. Proof of TABC certification and liability insurance is required before the event date. Should you utilize our bar service, this insurance and TABC certification is included in the service. ***Outside alcohol can only be onsite during your rental period. Your bartender must be TABC certified with \$1M in liability insurance naming Duchman Winery as an additional insured.***

Q: What is the rain plan for outdoor weddings?

A: Should you have inclement weather, we host your ceremony in the event center, cocktail hour in the winery hallway, and the dinner reception back in the event center. Your catering staff is required to “flip” the space from ceremony to reception during the cocktail hour.

Q: Can I purchase additional hours?

A: Additional hours can be added for a nominal fee. Hours are subject to availability and priced based on the event date, and can only be used for set-up, or clean-up. ***No additional bar hours.***

Q: Are linens included with the rental?

A: Your choice of white, ivory, or black are included with the rental. Should you want other colors, we can arrange the rental through our preferred provider for an additional fee.

Q: What do my guests do about parking?

A: There are three parking lots available to your guests – the one on the North side of the winery, the large grassy areas near the cross road outside the winery, and along the fence nearest the vineyard. There are also preferred transportation vendors in this packet.

Q: What is required to reserve a date?

A: Half of the venue rental rate (+ tax) and a signed contract will confirm that the date is yours. The remaining rental balance, security deposit and manager on duty fee will be due 60 days prior to the event date.

Q: Am I required to have a coordinator?

A: Events of 125 guests and larger are required to have a day-of coordinator onsite. Additionally, all events are required to have a Designated Contact in charge of cleaning the winery and grounds at the conclusion of the event.

Q: What is the cancellation policy?

A: Notice of cancellation must be made in writing. If the date cannot be rebooked, the client is responsible for paying the balance due less the refundable security deposit.

Q: What is the Manager on Duty (“MOD”)?

A: The “MOD” will ensure access to the premises during the rental time period as outlined in the Rental Contract, monitor compliance with the rules and regulations during the event and perform a post-event walk through with the designated contact person. **The MOD is not responsible for coordinating/planning the event.**



V. Preferred Vendors

Wedding Planner

[In Her Shoes Coordination](#)

512.768.5563

[Alter Ego Weddings](#)

972.742.6407

[Something To Celebrate](#)

512.733.6130

Photographer

[Peary Photography](#)

214.763.1105

[Allen Tsai Photography](#)

214.253.9482

[Matt Montalvo Photography](#)

713.305.5736

[Anthology Photography](#)

512.535.2600

[Addison Studio](#)

512.417.3912

Rentals/Decor

[Premiere Events](#)

512.292.3900

[Ild Lighting](#)

877.266.6935

[Loot Vintage Rentals](#)

512.464.1184

DJ Service

[Texas Pro Dj](#)

512.670.7970

[Altared Weddings](#)

512.255.6788

[Byrne Rock](#)

512.736.6172

[DJ Gatsby](#)

516.967.5138

Florist

[Flora Fetish](#)

512.293.9686

[Wild Bunches Floral](#)

512.858.0868

[Kismet Flowers](#)

512.520.2260

[Bella By Sara](#)

512.636.6383

Dessert

[Sweet Treet's Bakery](#)

512.892.2233

[The Cupcake Bar](#)

512.903.0187

[Michelle's Patisserie](#)

512.433.6860

Transportation

[R&R Limosine & Bus](#)

512.947.7433

[Uptown Valet](#)

512.394.6210

[Transportation Consultants](#)

512.930.4835

[Central Texas Valet](#)

512.945.1540



Accommodations:

[Star House B&B](#)

Dripping Springs, TX
512-858-4395

[Holiday Inn](#)

Sunset Valley, TX
888-465-4329

[Hilton Austin](#)

Austin, TX
512-482-8000

[Hyatt Place](#)

Austin, TX
512-476-4440

[DoubleTree Suites](#)

Austin, TX
512-478-7000

[Lakeway Resort & Spa](#)

Austin, TX
512-261-7350

[Omni Southpark](#)

Austin, TX
512-448-2222

[Four Seasons](#)

Austin, TX
512478-4500

[The Driskill](#)

Austin, TX
800-252-9367

[Onion Creek House](#)

Driftwood, TX
512-426-7388

[Mt. Gainor Inn](#)

Dripping Springs, TX
512-858-0982

[Sleep Inn & Suites](#)

Dripping Springs, TX
512-858-2400

[Hampton Inn & Suites](#)

Buda, TX
512-295-4900

[Microtel Inn & Suites by Wyndham](#)

Buda, TX
512-295-5444

[Sage Hill Inn above Onion Creek](#)

Kyle, TX
512-268-1617

[Creekhaven Inn](#)

Wimberley, TX
512-847-9344

[Wimberley Inn](#)

Wimberley, TX
512-847-3750

[Square Inn](#)

Wimberley, TX
512-722-3188