



Facility Use Fee- Weddings

Sunday	Monday –Thursday	Friday	Saturday	Holidays
\$3,000	\$2,700	\$3,000	\$3,500	\$3,500

Maximum capacity for Event Center is 100-120 guests and for the Pavilion is 150 guests.*
 \$325 Additional Hours (charged for each additional hour beyond the scheduled event time block – subject to availability).

If you are planning to use a Wedding Coordinator, we provide our coordinator for you.
 Please inquire about packages, additional fees apply for this service.

Included

- Rental time for **evening** wedding:
8-hour block
 2 hours of setup time, 4pm-6pm
 4 hours of event time, 6pm-10pm
 1 hour of cleanup time, 10pm-11pm
- Rental time for **morning** wedding:
7-hour block
 2 hours of setup time, 7am-9am
 4 hours of event time, 9am-1pm
 1 hour of cleanup time, 1pm-2pm
- Full use of the entire Flat Creek Estate Event Center
- Premiere catering kitchen
- Showcase wine bar
- Use of premium sound system
- Tuscan décor event facility
- Stunning outdoor pavilion
- 80-acre Texas Hill Country estate
- Expansive hilltop views of the vineyards
- Dressing area (for wedding packages only)
- 12 (60”) round tables
- 100 padded chairs
- 4 (6’) rectangular tables & 1 (6’) tiered rectangular table
- 2 (6’) rectangular catering tables
- Patio tables and furniture to seat 24 people in EC
- Patio tables and furniture to seat 75 people in Pavilion
- Complimentary parking
- Superb selection of Preferred Vendors

* If approved for over 150 guests by Owner, Flat Creek Estate will rent comfort stations for over 150 guests at an additional cost to client.

Morning Wedding Time Block

Evening Wedding Time Block

Setup	Wedding	Cleanup	Setup	Wedding	Cleanup
7am-9am (2 hours)	9am-1pm (4 hours)	1pm-2pm (1 hour)	4pm-6pm (2 hours)	6pm-10pm (4 hours)	10pm-11pm (1 hour)

The Flat Creek Estate Event Center closes at 11:00pm.

Reservations

To secure your date:

- 50% of the Facility Use Fee is due at the signing of the contract (non-refundable)

The remaining is due 90 days prior to the event:

- Remaining balance of the Facility Use Fee
- \$500 Damage and Cleaning Deposit (*reserved to credit card*)
- \$100 Liquor Liability Fee (non-refundable)

Options

- **If you would like to have a wedding planner/coordinator, we provide our coordinator for you. Please inquire about packages, additional fees apply for this service.**
- Complimentary 1-hour wedding rehearsal can be scheduled outside of event time (subject to availability) and must be completed by 6pm.
- Complimentary 1-hour wedding photography session can be scheduled outside of event time during regular business hours.
- Linens, and other special table settings, flatware, glassware rentals can be arranged by Flat Creek Estate at cost, plus a 15% fee. Additional table and chair rentals can be arranged by Flat Creek Estate, plus a 15% fee. *
- Tents, special sound system, stage, dance floor, and portable toilets **will** be arranged by Flat Creek Estate at cost, plus a 15% fee.
- You will be required to have portable toilets brought in for any additional guests over 150.
- Dressing area available for bride and her attendants starting at **3pm** until the end of the event. Any additional time block needed prior to 3pm needs to be arranged well in advance with the FCE Hospitality Coordinator, additional fees may apply. Overnight rental of Vintner's Quarters available after the event at the Bride's discretion.
- The Vintner's Quarters is not designed or appropriate for use as a babysitting facility.
- *All rental equipment will be setup and torn down by the agent who is renting for client. (Flat Creek does not provide wine glasses)

Alcoholic Beverages

Alcoholic beverages will not be sold on the premises under any circumstances.

Alcohol can only be provided as follows:

- All wine consumed on the property shall bear the Flat Creek Estate or Travis Peak Select labels, and must be purchased through Flat Creek Estate. Minimum 3 case purchase for event.
- Wine can be served only by TABC certified bartenders, with the understanding that caterer or bartender uses discretion in the amount served per person.
- Bars may only be set up as designated by Flat Creek Estate.
- No other alcoholic beverages may be brought onto Flat Creek Estate.
- **No smoking in the outdoor Pavilion is allowed.** Smoking area is the back porch of the Event Center.

Cancellation Policy

- The client is given a grace period of 7 days from the receipt of the 50% Facility Use Fee (security deposit) to cancel the event with no penalty.
- Full payment of the Facility Use Fee is due 90 days prior to the scheduled event. If cancellation occurs less than 90 days prior to the event, the client forfeits all fees and deposits paid up to the date of cancellation.
- In the event that Flat Creek Estate must cancel due to non-payment by the client, the client forfeits all fees received by Flat Creek Estate up to that point.
- If the facility is booked less than 90 days prior to the scheduled event, the Facility Use Fee must be paid in full upon signing the contract.