



LIEB CELLARS

Private Parties

Available for groups of 20 to 75*

INCLUDES:

All existing furniture, glassware, decor, and staffing.
4 hour event (plus 1 hour for set-up & 1 hour for breakdown)
Wine and food offerings sold separately.

SITE FEE

SUMMER - FALL (MAY 15 - NOV 1)

INDOORS & PATIO, CAPACITY 75*

Tent siding rental required if guest count exceeds 50

Mon-Thurs	\$2,000*
Friday	\$4,000*
Saturday	\$8,000*
Sunday	\$6,000*

WINTER - SPRING (NOV 1 - MAY 14)

INDOORS ONLY, CAPACITY 50

Mon-Thurs	\$1,000*
Friday	\$3,000*
Saturday	\$5,000*
Sunday	\$3,000*

* These prices are only for rental of the space and does not include wine or staffing fees. (See next page)

++: 2.9% CC Fee, NYS Sales Tax,

Please note all Site Fees are subject to change to adjust for holidays.



AVAILABLE UPGRADES

CHEESE & CHARCUTERIE

Family-Style Cheese & Charcuterie Boards
Choose 2 cheeses and 1 meat from our menu
Each board serves 6-8 guests

+ \$60 / board ++

ADDITIONAL HOUR

+ \$10 / pp ++

READY TO BOOK?

60 days notice required for all Private Parties
50% Non-refundable deposit required to hold date
Submit an inquiry on liebcellars.com to begin!





LIEB CELLARS

Private Parties

ADDITIONAL FEES

Staffing Fee

The renter is required to pay a fee of \$300 in cash per designated Lieb staff member for the event prior to the start of the event. One (1) additional Lieb Cellars' Employee for every 40 guests (or part thereof) over the first 40 guests. Lieb Cellars' Employees shall act as bartenders if the only alcoholic beverages offered during the Event are Lieb Cellars' wine and NYS beer.

Please note that any other alcoholic beverages must be served by a licensed caterer/bartender and proof of license to serve alcohol must be given two weeks prior to the event.

Minimum Wine Purchase

The minimum wine purchase for your Event is one (1) bottle for every two (2) guests, and any wine needed above the minimum must be paid for during the Event prior to corkage or consumption.

A 10% discount will be applied to all wine purchases.

You are permitted to remove all unconsumed wine following the end of the event.

Party Rentals / Vendors

Lieb Cellars provides the space, existing furniture, and wine glassware only.

Renter must supply all other event materials such as: linens, silverware, plates, napkins, drinking water, cups, and additional furniture if needed.

If the event guestlist exceeds 50 in the summer/fall, client must rent tent siding.

Lieb Cellars is not responsible for setting up any rentals/tent siding.

Propane Firepits: For liability reasons, our firepits are not available for private events and will be removed before the event. Client is welcome to rent their own propane heaters.

POLICIES:

- Fifty percent of the rental fee is due within seven days of signing the booking contract as a non-refundable deposit to hold the date and time. The remaining balance, including wine purchases, is due two weeks prior to the event.
- Caterers are responsible for set up, clean up, and garbage disposal of all areas utilized by caterer and event guests. Caterers must also be self-sustaining. Lieb Cellars staff are only responsible for cleaning our back-of-house service areas, restrooms, and glassware.
- All music must not exceed 90db and must end at 10:30pm per Town ordinances.
- Client must obtain a Certificate of Liability Insurance covering property and bodily injury and naming Lieb Cellars as an additional insured (amount to be specified based on size of the event), with a certificate evidencing such insurance to be delivered to Lieb no less than 30 days prior to the event.
- Lieb Cellars offers a list of recommended providers that include caterers, photographers, music, etc. All providers that are not listed under our pre-approved list are subject to approval.
- Lieb Cellars reserves the right to modify fees based on holiday schedules
- Limos, Buses, Vans: If clients wish to arrive in any of these vehicles we must have written notice two weeks prior to the event with contact information for the vehicle service provider.