



# PRIVATE EVENTS GUIDE

[events@kingsroadbrewing.com](mailto:events@kingsroadbrewing.com) • [www.kingsroadbrewing.com](http://www.kingsroadbrewing.com)



## **Thank you for inquiring about hosting your next event at King's Road Brewing Company**

Are you looking for an amazing one-of-a-kind spot for a private party or special event? Our tasting room or beer garden may be the perfect venue.

We actually have two, one-of-a-kind locations to serve you. One is in the heart of Downtown Haddonfield, and the other is on Main Street in Historic Medford Village. Both locations offer indoor and outdoor seating options, with certain areas and sections available to rent for private parties, special events and company functions on a contractual basis when brewing and daily operations permit.

**CALL-AHEAD SEATING:** King's Road seating is available on a first come, first served basis. During peak times we may offer call-ahead seating for parties of up to 10 guests. This may vary by location. We recommend calling ahead 30 minutes prior to your arrival and your name will be added to our waitlist. Calling ahead does not guarantee a table upon arrival. On most days your table should be ready by the time you arrive. During peak hours, it will reduce your wait time once you arrive.

Guests are welcome to call ahead for groups of any size, but the larger the group the more difficult it may be to seat all guests together, especially during peak times

**RESERVATIONS:** King's Road does not usually accept reservations, but we do try to accommodate special requests whenever possible. For larger groups and parties, we recommend emailing [events@kingsroadbrewing.com](mailto:events@kingsroadbrewing.com) at least one week prior to your event. Depending on the availability of date and time, we will try our best to accommodate your special request.

**FAMILY FRIENDLY:** King's Road Brewing Company is a family-friendly brewery. Please remember that we are a brewery first and foremost, and therefore celebrations must be adult oriented. Whatever type of party you are hosting, the vast majority of your guests for a private event should be adults 21 years of age or older. Minors must be well behaved and accompanied by an adult at all times while on the premises.

**COMMUNITY FOCUSED:** King's Road Brewing Company is happy to offer space when available to area non-profits, schools and organizations to use for their events during non-peak times. Contact [events@kingsroadbrewing.com](mailto:events@kingsroadbrewing.com) for details.

**SPECIAL EVENTS:** If you are looking to host a larger group, we recommend a private event rental. A private event rental is required for groups of 20 guests or larger.

Please read all of the information below carefully. Renters and their guests must adhere to the following guidelines:



## RENTAL RATES

1. Prices vary by season and day of the week. Please fill out the form at the end of this document. Return a signed copy to the tasting room at your location of choice, or email to: [events@kingsroadbrewing.com](mailto:events@kingsroadbrewing.com). We will contact you with more information and to discuss details. A 50% deposit is required to hold the date.
2. Rental rates include a dedicated server just for your event. Parties over 40 guests are assigned two dedicated servers just for your event for an additional charge of \$100.
3. Rental rates do not include beer, beverage, food or merchandise sales.

## DEPOSITS & PAYMENTS

4. A 50% deposit is required at time of contract to hold the space/date for an event rental. The deposit amount is based on the total event rental cost. This includes the base fee plus all add-ons and upcharges. The balance of the event rental cost is due no less than one week prior to the event date.
5. The deposit is required to secure the space for the event. The deposit is refundable if the event is canceled at least three weeks prior to the event date. Deposits are non-refundable if events are canceled after that deadline.
6. Full non-refundable payment is due within seven days of event.

## BEER PURCHASING, OPTIONS & AVAILABILITY

7. All guests consuming beer must be at least 21 years of age or older as per the New Jersey state law and must provide proof of age in compliance with the State of New Jersey. Any guests attending that are not 21 years of age must be accompanied by a parent or guardian that is 21 years of age or older.
8. All King's Road beer prices are posted, and subject to New Jersey state sales tax.
9. In addition to the Rental Fees, there are three drink sales options for your event:
  - a. **Open Tab.** The renter provides King's Road with a credit card before the event begins. Renter closes tab at end of the event. This is the preferred method for beverage payment.
  - b. **Capped Open Tab.** Renter provides King's Road with a credit card before the event begins, and the bar tab is capped at a pre-determined dollar amount or specified time. After cap limit is met, all remaining sales will be cash bar for event guests.
  - c. **Drink Tickets.** Drink tickets are available for purchase in any quantity in advance of the event and will be dispensed to the guests by a member of King's Road or the host. When tickets are gone, all remaining sales will be cash bar for event guests. No refunds will be given on unused tickets.
10. A service charge of 18% of the total bar tab is automatically added to private events.
11. The total number and types of beer available during and for the event is limited to what the brewery has on tap on that day. No guarantee can be made as to the number and/or types of beer available on any given day.

12. King's Road does not allow outside beer to be brought into the brewery.

## **WINE, SPIRITS & OTHER BEVERAGES**

13. King's Road sells beer, hard seltzers, house-made sodas, and bottled water. Filtered tap water is available upon request. Outside beverages are not allowed.

14. King's Road Brewing Company does not allow wine into the brewery except the full venue is rented for private events. On those occasions:

- a. King's Road servers cannot handle or pour the wine. The wine is the sole responsibility of the renter.
- b. All guests consuming wine must be at least 21 years of age or older as per the New Jersey state law and must provide proof of age in compliance with the State of New Jersey. Any guests attending that are not 21 years of age must be accompanied by a parent or guardian that is 21 years of age or older.
- c. Remaining wine must be taken off premises immediately upon the end of the event.

15. King's Road beverage prices are posted, and subject to New Jersey state sales tax.

16. Absolutely no spirits or hard liquor are allowed in the brewery at any time.

## **FOOD & CATERING**

17. King's Road does not have an on-site kitchen. We do not serve food. In fact, no production brewery in New Jersey is allowed to provide food. However, you can arrange your own food to be brought in from area restaurants and caterers. King's Road is surrounded by many restaurants and caterers at both of our locations. Most will deliver to the brewery, and many of them offer special discounts to our event renters.

## **PAYMENTS, POLICIES, & PROCEDURES**

18. The signer below will be charged per drink at the posted pricing in the brewery unless otherwise noted. This includes the New Jersey state sales tax. Flights, growlers and crowlers will be available at the discretion of the signer and subject to the posted prices.

19. Payment can be made in cash, MasterCard, VISA, American Express or Discover Card. Personal checks will only be accepted if prior approval has been received.

20. Access to the space begins 30 minutes before the start of the event for set up. The space must be cleared as close as possible to the end time of the event. Deliveries and pickups must be made within these times. All outside vendors must supply their own carts, extension cords and any other equipment needed.

21. Renters have 30 minutes after the event ends to clear the space of guests and belongings and return the area to pre-event condition. If the event runs longer than the agreed upon end time, the renter will be assessed an overtime fee of \$200 for every half hour that the space is not cleared. If guests from the event wish to stay after the event has ended, they may certainly do so, but the space must be cleared and made available to other King's Road patrons, with each event guest establishing their own tab.

22. An accurate estimate of the number of guests should be submitted to a King's Road staff member at time of final rental payment so that the brewery can prepare accordingly. This number is considered a reasonable guarantee and is not subject to extreme change.
23. All guests consuming alcoholic beverages must be at least 21 years of age or older as per the New Jersey state law and must provide proof of age in compliance with the State of New Jersey. Any guests attending that are not 21 years of age must be accompanied by a parent or guardian that is 21 years of age or older. King's Road servers will continue to check IDs when necessary throughout the duration of the event.
24. As the responsible party, you the renter are accountable for the behavior of your guests. Please help our staff enforce all relevant restrictions and responsible drinking behavior including the following:
- a. To help prevent the spread of COVID-19, King's Road will abide by all federal, state and/or local safety laws, rules, and regulations with which gatherings must comply. When restrictions are in place, event renters of King's Road and their guests, are expected to comply fully.
  - b. A valid state ID may be requested of any person at any time during your event. All guests must have a valid state ID to consume alcoholic beverages.
  - c. Any person who, in the opinion of King's Road Brewing Company staff, is or appears to be impaired will not be served any alcohol as per the state law.
25. All food and beverages, other than the beverages produced or purchased at the brewery, are the responsibility of the signer below. Hard alcohol and distilled spirits are prohibited.
26. Paper products, utensils, serving dishes, etc. are the responsibility of the signer below.
27. No helium balloons are permitted in inside spaces as they get caught in our ceiling fans. Glitter, confetti, rice, flower petals, etc. are prohibited. No wax candles or open flames are permitted.
28. Any guests not abiding by the rules and guidelines set forth in the above paragraphs, or displaying conduct deemed by King's Road and its staff to be inappropriate to the peace and good order of events, or which may adversely affect the safety of persons or property, will be asked to leave. The event may be terminated early if bad behavior continues. No refunds will be given.
29. The signer below voluntarily assumes a duty of control for the premises, will assist in the enforcement of all restrictions, and aid in the elimination of underage drinking and over consumption. The signer below assumes the responsibility to supply safe transportation for any guests who may require assistance.

Once you have read the information on the previous pages, please sign the following page acknowledging the rules and regulations set forth in this contract. Return a signed copy to the tasting room, or email to: [events@kingsroadbrewing.com](mailto:events@kingsroadbrewing.com)

**I have received and understand the terms and conditions of this contract:**

\_\_\_\_\_  
Name Purpose/Type of Event

\_\_\_\_\_  
Signature Total Number of Guests

\_\_\_\_\_  
Company/Organization (if applicable) Proposed Date

\_\_\_\_\_  
Address Haddonfield or Medford Location

\_\_\_\_\_  
City, State, Zip Code Start/End Time (See Items 20 and 21)

\_\_\_\_\_  
Phone Beer Sales Type (See Item 9)

\_\_\_\_\_  
Email Deposit (To be determined at time of contract)

**Approved by:**

\_\_\_\_\_  
Authorized King's Road Brewing Company  
Manager

\_\_\_\_\_  
Date

**Notes or Special Instructions:**