



# BEER GARDEN EVENT SPACE

AT SURLY BREWING CO.

*Make your event a SURLY event. We'd love to host you at our Minneapolis brewery this summer. Our beer garden tent sets the mood for an intimate and energized gathering for groups ranging in size from 40 to 120 guests. We'll keep things fun and casual with Surly's award winning food and beers all while spending quality time with your guests in Minnesota's most popular months. It's like hosting your own back yard party, but with less clean up and more beer. Our event planning team will personally handle the details of your event with you, making sure everything goes according to plan. Check out all we have to offer to make your gathering **SURLY** on the following pages.*

**WHERE**  
**SURLY BREWING CO.**  
**BEER GARDEN**  
520 Malcolm Ave. S.E.  
Minneapolis, MN 55414

## BEER GARDEN HOURS

### DAYS & TIMES AVAILABLE

Sunday—Saturday | 11:00 a.m.—9:00 p.m.

### MONTHS AVAILABLE

June 1st—September 30th, 2020

Reservations are based on current calendar availability. We will not host beer garden events on dates that align with Festival Field events, brewery-wide events, or dates the brewery is closed. Every event reservation includes 30 minutes of complimentary setup time prior to your scheduled event start time. If there is no event prior to yours, the space may be available earlier for set up. Early setup availability will be confirmed by your Surly event planner two weeks prior to your event. An additional rental fee may apply.

## WEATHER

It's summer in Minnesota. Weather happens. Any private events booked in the beer garden will happen rain or shine. A tent is provided in the space to provide guests shelter from sun, rain, and (hopefully not) snow. Surly does not guarantee availability of indoor event space in the case of inclement weather. It's both Surly and the client's responsibility to keep an eye on the forecast. Severe weather involving lightning or life-threatening conditions may result in a required relocation of your event. In the case of unexpected severe weather Surly will work with the client to find either an alternative event space inside the brewery or an alternative date to reschedule. Date change and cancellation fees may apply.

## **FOOD & BEVERAGE MINIMUMS**

Surly Brewing Company requires that clients booking a private event meet their contracted food and beverage minimum. Should the food and beverage minimum not be reached during your event, a rental fee will be added to the final bill to reach the food and beverage minimum. Your Surly event planner will provide you with the food & beverage minimum that coincides with your reservation. Each reservation requires a \$500.00 rental fee in addition to the food and beverage minimum. The rental fee covers the setup and tear-down of your event space, exclusive use of Surly's yard games, standard audio setup for background music and announcements, and security during your event.

Reservation start times are flexible based on availability. Check with your Surly event planner for availability options on your preferred date. Surly Brewing Company does not reserve beer garden private event dates further out than the current season.

## **BREWERY TOURS**

You're here for the food and the beer, so let's show your guests where it all came from! Treat your guests to a tour of our brewery, full of stories about Surly's history and our beer creation process.

### **INTERACTIVE BREWERY TOUR:**

Let our tour guides get your guests out of their chairs and take them on a tour of the Surly campus while hearing the Surly story, learning about our beers, and get an up-close look at where the magic happens. Tours are limited to 25 guests per tour and can be staggered throughout your event. Tours last approximately 30 minutes each.

COST: \$200.00 per tour

## **MENU SELECTIONS**

Check out our current beer garden event menu for seasonal selections Chef and the team are offering.

We'd love to start putting together your menu ideas sooner rather than later. The Surly Food Truck will be the centerpiece for your food service, additional snack and dessert options are available. A pre-fixe menu will be provided for your group, with warm items being served from the truck and a buffet of accompaniments set alongside it. Your event planner will work with you directly to plan your menu. Allergies and certain dietary restrictions can be accommodated. All outdoor food is served in compostable wares to align with Surly's zero-waste mission.

Ideally we'd like to have your menu and event details outlined in your final event order two weeks out from your event. Your guaranteed guest count, and menu counts if applicable, are due (5) business days prior to your event. If guaranteed guest count is not received, the guest count given at the time of booking will be used. Your signed final event order agreeing to your menu is due at this time as well. We will make every effort to accommodate any last-minute increase in guest counts. Decreases in guest count are not allowed within five (5) business days of the event.

Additional food may be ordered during your event, a 10% current menu price increase will apply. Menu items available for reorder will be provided by Chef the day of the event. Menu pricing on food and beverage is guaranteed for the current beer garden event season only.

## **FOOD & BEER POLICIES**

Surly's private events are an extension of our brewery offerings, and due to the Minnesota State Tap Room law we can only serve our own beer. Our really, really good beer. We also provide our guests with an assortment of soft drinks available for purchase. You may not bring wine, spirits, or any other kind of beverage into your event. Absolutely no flasks, wine bottles or any kind of spirits/alcohol may be brought into the space. If outside alcohol is discovered in the possession of a guest, the contents will be disposed of.

All food is made in house and must be consumed in house. With the exception of specialty cakes and desserts, no outside food or beverage is allowed. In accordance with the State of Minnesota health codes, no food or beverage can be packed up for takeout. To maintain food quality, food truck service will be limited to two (2) hours. Warm food will be served from the truck, sides will be served buffet style.

## **DESSERT**

We have a talented pastry team staffed to provide our guests with the best dessert in town. If you have a bakery you would prefer to use, you may do so. Desserts brought in from an outside source will be subject to a \$4.50 per person serving fee. Our award-winning pastry team will be happy to speak with you regarding your specific dessert needs. At the end of your event, any cakes or cupcakes that have not been cut or served to the group may be boxed up and taken home with you.

## **STUFF YOU CAN'T DO**

You may not affix anything to the walls, floors, or ceilings, unless a pre-approved vendor does it. ABSOLUTELY no glitter, glitter balloons, confetti, feather boas, flower petals, ceiling draping, nails (the kind you hammer), duct tape, adhesive back strips (command strips), thumbtacks, or flames (candles, torches, etc.). Use of any of these items, or damage caused to Surly property may result in a damage fee.

## **NOISE**

Here at Surly we love a good time. And we want you and your guests to have a good time! But we need to make sure our other beer garden guests have a good time too. Live entertainment is welcome in the beer garden but must be approved by your event manager first.

A sound check will be required prior to your event to ensure noise isn't bleeding into the public spaces outside of the beer garden private event space. Should your entertainment be asked to turn down their volume during the event, they must do so immediately. If group does not take action after two requests, we will pull the plug on your party. Please ensure you communicate this with your entertainment, they are your responsibility.

## **PREFERRED VENDORS**

Surly Brewing Company allows outside vendors (DJs, florists, up lighting designers, decorators, etc.) of your choice. We also have an awesome list of event partners that we'd love to introduce you to. Your event planner would love to help you get the conversation started!

## **SURLY BREWING LOGO USAGE & BRAND GUIDELINES**

The Surly Brewing logo represents our identity and is our most valuable piece of intellectual property. Individuals or businesses using our logo without expressed permission can unknowingly put the Surly brand in jeopardy. Unauthorized use of the Surly logo can give the impression we publicly favor, support and/or endorse an organizations' product, service and/or philosophy. In some situations, it can even imply legal liability. As a result, we're very protective with its use.

As a client of Surly Brewing's Scheid Hall Event Center, we require that you acknowledge and adhere to the following brand guidelines:

- I understand I have permission to use Surly Brewing's name in direct reference to the physical location where my event is being held.  
*Example: Sparky Abrasives 15th Annual Awards Banquet hosted at Surly Brewing's Scheid Hall Event Center*
- I understand I may not use Surly's name, logo, or likeness to promote my event in any visual or descriptive manner beyond listing, announcing, mentioning or tagging Surly as my event's venue location.
- I understand I may not use any language such as 'partners', 'sponsors', 'welcomes', 'hosts', 'supports', or any other phrasing that implies Surly Brewing is affiliated with my event beyond the venue location.
- I understand that Surly does not advertise, partner, promote or co-host events on social media platforms such as Facebook, EventBrite, etc.
- I understand that Surly reserves the right to grant permission for logo usage on a case-by-case basis. I understand that using the Surly logo without permission or authorization is in breach of my event contract and could be considered grounds for terminating my event.

## **FESTIVAL FIELD**

We like to keep things rocking at our Minneapolis brewery and make sure all our guests have a great time. From the beer garden to brewhouse, an exciting and energetic atmosphere awaits you. During the nice weather season we like to throw even bigger parties in our Festival Field space, which can make for a lot of people on site. Depending on timing, we may not know if we'll have anything planned in Festival Field on the day of your event when you book with us. If a Festival Field show falls on the same date as your event, your Surly event planner will work with you to move your event to a more suitable date.

## **RESERVING EVENT CENTER SPACES DEPOSIT & PAYMENTS**

A \$1,000.00 deposit is required to book our event spaces at any time Sunday - Saturday. Deposits are due upon signing the contract when booking an event in the beer garden. Your deposit will be applied towards your final payment. Event deposits are non-refundable.

Pre-payments may be made beginning (10) days prior to the event. Pre-authorization of your form of payment will be required the day of your event prior to your start time. Cash and credit cards are accepted. We do not accept wire-transfers or post-event payments.

## **CANCELLATIONS**

We get it. Sometimes things come up and cancellations have to happen. If you cancel up to 90 days before your event, the cancellation fee is 75% of your contracted food & beverage minimum. If you cancel within 30 days, the cancellation fee is 100% of your contracted food & beverage minimum.

Canceling within 5 days of the event will result in a cancellation fee that is 100% of your contracted food and beverage order. For day of cancellations the full amount of the contracted food and beverage will be charged to the credit card on file, along with all applicable service charges and taxes.

Cancellation fees cannot be used as a credit towards a future event.

## **SERVICE CHARGES & TAXES**

A 20% service charge will be applied to all food and beverage functions. The tax rate is 8.025% for food and nonalcoholic beverages and 10.525% for beer. The service charge, rentals, security fee, clean up fees and set up fees are all subject to MN state tax of 8.025%.

## **CONTRACT & LEGAL STUFF**

A signed contract and deposit is required to confirm your event space reservation at Surly Brewing Company. A final event order will be created and signed with all agreed upon itemized options, event details, and services prior to your event. This final event order will determine the final bill and details of your event.

Client/organization agrees to protect, indemnify, defend and hold harmless Surly Brewing Company and its employees and agents against all claims, losses or damage to persons or property, government charges, fines and costs (including attorney's fees) arising out of or connected with the use of the facilities, including but not limited to the installation, removal, maintenance, occupancy or use of the premises, or any part thereof, by client/organization or any guest, invitee or agent of the client/organization or any independent contractor hired by the client/organization, except those claims arising out of negligence or willful misconduct of Surly Brewing Company.

**IN SUMMARY, YOUR SURLY EVENT WILL BE AWESOME. WE PROMISE.**