Chemeketa Eola

Meeting & Event Venue

2027 Rental Packet

Chemeketa Eola
Northwest Wine Studies Center

215 Doaks Ferry Rd NW
Salem, Oregon 97304
503.584.7253
eolaevents@chemeketa.edu

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Introduction

Welcome to Chemeketa Eola, a scenic event venue nestled in the rolling west hills of Salem, Oregon, just a few minutes from downtown Salem. Surrounded by vineyards and sweeping Willamette Valley views, Chemeketa Eola offers flexible indoor and outdoor spaces for everything from corporate meetings and retreats to banquets, reunions, celebrations, and weddings. Home to Chemeketa Community College's Northwest Wine Studies Center, the property features an 8-acre estate vineyard, working winery, and the Chemeketa Cellars tasting room. Event hosts may enhance their gathering with Chemeketa Cellars wines, beer, and cider through the tasting room's bar service, while choosing from a selection of approved licensed caterers.

With room for 208 guests seated at rounds (or more in a standing reception or networking setting), convenient meeting amenities, and a unique wine country setting, Chemeketa Eola provides an unforgettable backdrop for your next event. Take a virtual tour here: www.chemeketacellars.com/venue-rental.

Meeting Room Descriptions

Chemeketa Eola offers three meeting rooms that can be combined into one or two larger spaces, hosting up to 208 people seated at rounds. The tasting room and patio are also available for private rental outside of tasting room hours (currently Thursday-Friday 4-9 pm and Saturday 12-4 pm.) Please refer to the pricing charts beginning on page 4.

MEETING ROOM RENTAL INCLUDES:

- Meeting room set-up (rounds and classroom/buffet tables + chairs)
- Two-monitor computer workstation with projector, screen, speakers (A/V)
- Wireless microphones
- DTEN all-in-one Zoom video conferencing system *(by request)*
- Public WiFi internet access
- Chilled water dispenser & paper cups
- Staff onsite for technical and logistical support
- Outside catering allowed *(see page 8 for more information)*

OPTIONAL ADD-ONS ($):

- Coffee & tea service
- Non-alcoholic beverage service
- Linen rental
- Continental breakfast
- Fresh-baked pastries
- Fresh-baked cookies
- Bar service

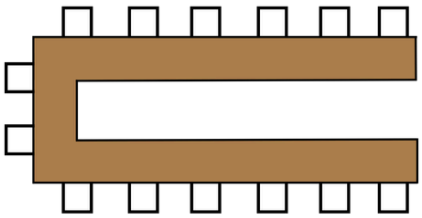
(See pages 7-8 for pricing)

Room Capacities & Setup Options

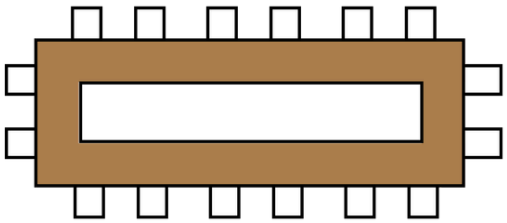
Meeting Room	U-Shape	Conference	Classroom	Crescent Rounds	Banquet Rounds *(6 chairs recommended)*
RIESLING	20	24	30	30	**48 (8 tables/6 chairs)** 64 (8 tables/8 chairs)
MERLOT	22	28	40	36	**54 (9 tables/6 chairs)** 72 (9 tables/8 chairs)
PINOT NOIR	28	36	50	64	**96 (16 tables/6 chairs)** 128 (16 tables/8 chairs)
RIESLING & MERLOT	34	48	70	72-80	**108-120 (18-20 tables/6 chairs)** 144-160 (18-20 tables/8 chairs)
MERLOT & PINOT NOIR			70	80-84	**120-126 (20-21 tables/6 chairs)** 160-174 (20-21 tables/8 chairs)
RIESLING, MERLOT, PINOT NOIR				104	**156 (26 tables/6 chairs)** 208 (26 tables/8 chairs)
BOARD ROOM		12			

Round tables: 60 in. diameter (6 chairs is a comfortable fit, 8 chairs is a tight fit) |Classroom tables: 6 ft x 20 in. (seats 2 each)
A room set-up options diagram packet can be supplied upon request.

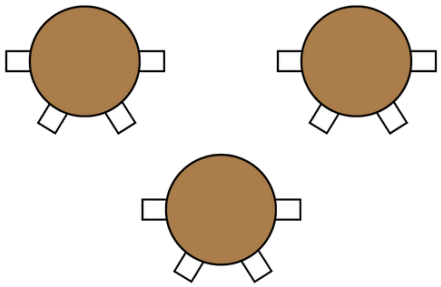
U-Shape



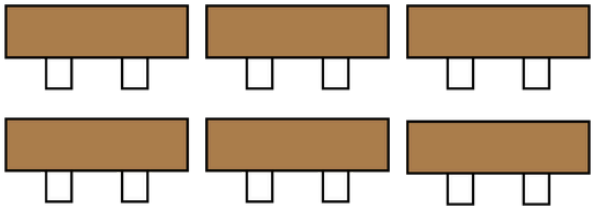
Conference



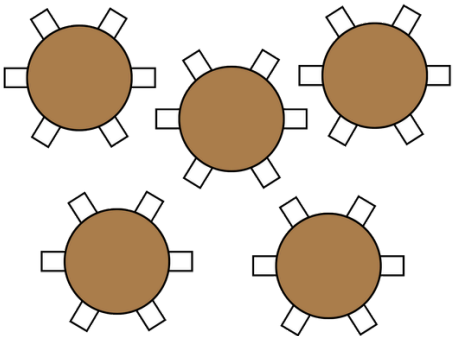
Crescent Rounds



Classroom



Banquet Rounds



****20% OFF CURRENT RATES TO GOVERNMENT & NON-PROFIT ORGANIZATIONS THROUGH MAY 2027!****

GOVERNMENT & NON-PROFIT: WEEKDAY RATES (7AM-6PM)

SPACE	WEEKDAYS 7AM-6PM	ADDITIONAL CONSECUTIVE DAYS (no room resets)	PARTIAL DAY & EVENING (4-11 pm) HOURLY PRICING	*NOTES*	ALCOHOL SERVICE ONE BARTENDER PER 50-75 PEOPLE
MEETING ROOMS					
RIESLING (max 48-64)	$300	$150	$40/HR	Tasting room & patio areas may be available for group use for breaks and lunch outside of tasting room hours. May be shared space with other groups using the venue. Please check with venue staff for availability.	$40/HR PER BARTENDER
MERLOT (max 54-72)	$350	$175	$50/HR		
PINOT NOIR (max 96-128)	$400	$210	$60/HR		
RIESLING/MERLOT (max 120-160)	$660	$330	$90/HR		
MERLOT/PINOT NOIR (max 120-174)	$745	$375	$110/HR		
FULL VENUE (max 156-208)	$1,065	$530	$130/HR		
TASTING ROOM, PATIO & LAWN					
PATIO DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$30/HR	Semi-private section for up to 30 people			*(included)*
PATIO + RIESLING ROOM DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$70/HR	Semi-private section for up to 50 people for patio and Riesling room			
LAWN ONLY OUTSIDE OF TASTING ROOM HOURS	$30/HR	BYO lawn furniture and supplies			$40/HR PER BARTENDER
FULL PRIVATE RENTAL OF TASTING ROOM, PATIO & LAWN OUTSIDE OF TASTING ROOM HOURS	$80/HR	Not available Tuesday-Thursday evenings (tasting room open to the public 4-8 pm in winter/4-9 pm in summer)			$40/HR PER BARTENDER

GOVERNMENT & NON-PROFIT: WEEKEND RATES

SPACE	SATURDAY/SUNDAY	*NOTES*		ALCOHOL SERVICE ONE BARTENDER PER 50-75 PEOPLE
MEETING ROOMS				
RIESLING (max 48-64)	$50/HR	New for 2027 – Venue and tasting room available all day for private rental (no public tasting room hours.)		$40/HR PER BARTENDER
MERLOT (max 54-72)	$60/HR			
PINOT NOIR (max 96-128)	$70/HR			
RIESLING/MERLOT (max 120-160)	$90/HR			
MERLOT/PINOT NOIR (max 120-174)	$120/HR			
FULL VENUE (max 156-208)	$140/HR			
TASTING ROOM, PATIO & LAWN				
PATIO DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$30/HR	Semi-private section for up to 30 people	N/A	*(included)*
PATIO + RIESLING ROOM DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$70/HR	Semi-private section for up to 50 people for patio and Riesling room	N/A	
LAWN ONLY OUTSIDE OF TASTING ROOM HOURS	$50/HR	BYO lawn furniture	$50/HR	$40/HR PER BARTENDER
FULL PRIVATE RENTAL OF TASTING ROOM, PATIO & LAWN OUTSIDE OF TASTING ROOM HOURS	$85/HR	Not available Tuesday-Thursday evenings (tasting room open to the public 4-8 pm in winter/4-9 pm in summer)	$85/HR	$40/HR PER BARTENDER

If you have an event that does not fit neatly into one of these rental categories, please email eolaevents@chemeketa.edu and staff will be happy to review options with you.

PRIVATE & CORPORATE RATES – WEEKDAY RATES

SPACE	WEEKDAYS 7AM-6PM	ADDITIONAL CONSECUTIVE DAYS (no room resets)	PARTIAL DAY & EVENING (4-11 pm) HOURLY PRICING	*NOTES*	ALCOHOL SERVICE ONE BARTENDER PER 50-75 PEOPLE
MEETING ROOMS					
RIESLING (max 48-64)	$350	$175	$50/HR	Tasting room & patio areas may be available for group use for breaks and lunch outside of tasting room hours. May be shared space with other groups using the venue. Please check with venue staff for availability.	$40/HR PER BARTENDER OUTSIDE OF TASTING ROOM HOURS OR FOR LARGE GROUPS
MERLOT (max 54-72)	$400	$200	$60/HR		
PINOT NOIR (max 96-128)	$475	$240	$70/HR		
RIESLING/MERLOT (max 120-160)	$775	$390	$110/HR		
MERLOT/PINOT NOIR (max 120-174)	$875	$440	$120/HR		
FULL VENUE (max 156-208)	$1,250	$625	$140/HR		
TASTING ROOM, PATIO & LAWN					
PATIO DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$40/HR	Semi-private section for up to 30 people			*(included)*
PATIO + RIESLING ROOM DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$85/HR	Semi-private section for up to 50 people for patio and Riesling room			
LAWN ONLY OUTSIDE OF TASTING ROOM HOURS	$40/HR	BYO lawn furniture			$40/HR PER BARTENDER
FULL PRIVATE RENTAL OF TASTING ROOM, PATIO & LAWN OUTSIDE OF TASTING ROOM HOURS	$90/HR	Not available Tuesday-Thursday evenings (tasting room open to the public 4-8 pm in winter/4-9 pm in summer)			$40/HR PER BARTENDER

PRIVATE & CORPORATE RATES: WEEKEND RATES

SPACE	SATURDAY/SUNDAY	*NOTES*		ALCOHOL SERVICE ONE BARTENDER PER 50-75 PEOPLE
MEETING ROOMS				
RIESLING (max 48-64)	$60/HR	New for 2027 – Venue and tasting room available all day for private rental (no public tasting room hours.)		$40/HR PER BARTENDER OUTSIDE OF TASTING ROOM HOURS OR FOR LARGE GROUPS
MERLOT (max 54-72)	$70/HR			
PINOT NOIR (max 96-128)	$80/HR			
RIESLING/MERLOT (max 120-160)	$120/HR			
MERLOT/PINOT NOIR (max 120-174)	$130/HR			
FULL VENUE (max 156-208)	$150/HR			
TASTING ROOM, PATIO & LAWN				
PATIO DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$40/HR	Semi-private section for up to 30 people	N/A	*(included)*
PATIO + RIESLING ROOM DURING TASTING ROOM HOURS (T-Th 4-9 pm)	$85/HR	Semi-private section for up to 50 people for patio and Riesling room	N/A	
LAWN ONLY OUTSIDE OF TASTING ROOM HOURS	$50/HR	BYO lawn furniture and supplies	$50/HR	$40/HR PER BARTENDER
FULL PRIVATE RENTAL OF TASTING ROOM, PATIO & LAWN OUTSIDE OF TASTING ROOM HOURS	$110/HR**	Not available Tuesday-Thursday evenings (tasting room open to the public 4-8 pm in winter/4-9 pm in summer)	$110/HR	$40/HR PER BARTENDER

If you have an event that does not fit neatly into one of these rental categories, please email eolaevents@chemeketa.edu and staff will be happy to review options with you.

Tasting Room and Patio Rental

Enjoy an intimate wine country experience by reserving the Chemeketa Cellars tasting room, patio and lawn areas, available outside of regular tasting room hours (currently Tuesday-Thursday 4-8 pm.) Overlooking an 8-acre estate vineyard and the Willamette Valley, the tasting room and patio provide a beautiful setting for gatherings of all kinds. Guests can relax with a glass of student-made wine while taking in sweeping vineyard views, vibrant sunsets, and the peaceful atmosphere of Oregon wine country. The indoor tasting room accommodates up to 45 guests, while the patio seats up to 75 guests and is furnished with dining tables, conversational seating, shade umbrellas, and fire pits for added comfort. Patio seating is reduced during the winter months when some furniture is stored seasonally. The lawn is also available for private rental (furniture not provided, groups can rent tables/chairs for the lawn or bring their own.)

RENTAL INCLUDES

- Professional bar service can be provided at the rate of $40 per bartender per hour. 1 bartender per 50-75 people is recommended.
- Hosted or no-host bar serving Chemeketa Cellars wine, beer (domestic and craft options), cider, and non-alcoholic options. Drink ticket options are available for hosted events.
- Buffet tables for catering service
- Linen rental available for indoor banquet and cocktail tables ($)
- Add a meeting room rental for additional indoor seating options ($)

Optional Add-Ons: Food/Beverage

NON-ALCOHOLIC BEVERAGES	
Coke/Pepsi products, lemonade, and sparkling water by the can	$ 2.50/each
Iced Tea or Lemonade: 1/2 gallon pitcher (serves 10)	$8
Iced Tea or Lemonade: 1 gallon dispenser (serves 20)	$15
Iced Tea or Lemonade: 2 gallon dispenser (serves 30)	$27
Orange Juice: 1/2 gallon pitcher (serves 10)	$9
COFFEE & TEA	
Includes freshly ground Sisters Coffee Co. coffee, Stash tea, paper cups, non-dairy and half-and-half creamers, sugars and stirrers	
Coffee: 1/2 gallon airpot (serves 10)	$24
Coffee: 1 gallon dispenser (serves 20)	$46
Hot Water: 1/2 gallon airpot (serves 10)	$22
EOLA CONTINENTAL BREAKFAST	
Yogurt, fresh fruit, granola, fresh baked pastries, orange juice	$15/person
EOLA FRESH BAKED COOKIES	
An assortment of cookies baked in-house	$15/dozen
EOLA FRESH BAKED PASTRIES	
Assortment of pastries baked in-house	$18/dozen

Optional Add-Ons: Linens/Dinnerware/Bar Service

LINEN RENTAL	
Black linen for catering and round tables (other colors may be available upon request and with advance notice)	$9/each
DISPOSABLE DINNERWARE	
Paper plates	$5/serves 10
Disposable cutlery	$5/serves 10
Napkins	$5/serves 10
Paper/plastic cups	$5/serves 10
BAR SERVICE	
Bar service is available for events taking place outside of tasting room hours. Wine by the glass, beer, cider and non-alcoholic drinks are available as a hosted or no-host bar.	
Bar staff fee - One staff member per approximately 50-75 attendees	$40/hour per bar staff

Catering Options

PLEASE NOTE: *Only store-bought or catered foods are allowed to be served at Chemeketa Eola meetings and events. No homemade foods or on-site food preparation by non-caterers are allowed per Chemeketa's liability insurance policy.*

Commonly Used Caterers

Biscuit and Pickles
biscuitandpickles.com
Bon Appétit
willamette.cafebonappetit.com
Elegant Catering
elegantcatering.com
Farmers Plate and Pantry
farmersplateandpantry.com
Genuine Catering (Chemeketa)
chemeketacccatering.catertrax.com
Los Dos Amigos
losdosamigoshacienda.com
Miller's BBQ
millersbbqcatering.com
Roth's Fresh Catering
roths.com/catering
Sassy Onion
sassyonion.com
Shaka Brah
theshakabrah.com
Simply Plated Catering
simplyplatedcatering.com
That Food Guy
thatfoodguycatering.com
Wild Pear Catering
wildpearcatering.com
Willaby's Catering
willabyscatering.com

Drop & Go/Chain Catering

Chipotle
chipotle.com
Daniel's Tacos
facebook.com/Daniels-Catering-208982445784678
Habanero's
habanerosmex.com
Jimmy Johns
jimmyjohns.com/catering
Little Lois Café
littleloiscafe.com
MOD Pizza
modpizza.com
Odd Moe's Pizza
oddmoes.com
Panera Bread
catering.panerabread.com
Pita Pit
www.ezcater.com/catering/pita-pit-salem
Tony's Taco Shop
tonystacoshopsalem.com/

Have another caterer in mind?

Contact the Eola events coordinator at eolaevents@chemeketa.edu to discuss options. Caterers new to the venue will need to schedule a tour of the venue prior to providing catering services.

Eola Floor Plan

Facility Guidelines & Policies

BUILDING ACCESS TIME

Your contracted morning building access time is the time that the gate to the campus will be open and the building will be unlocked and available for event attendees. There is **no guarantee** that access to the Eola campus and/or the building will be available earlier than your stated building access time. Please communicate this time with your group and contact the Venue Manager at eolaevents@chemeketa.edu if you need to arrive earlier than your stated access time.

DECORATION GUIDELINES

Permitted:

- Nonflammable commercial and non-permanent decorations
- Covered votive or floating candles
- Painter's tape, string, wire, ribbon, fabric, netting

Not Permitted:

- Nails/tacks/pushpins/staples/screws/duct tape
- Glitter, confetti, feathers, birdseed, rice
- Helium balloons
- Fog/smoke machines
- Fireworks/sparklers
- Hay bales
- Hard alcohol
- No smoking or vaping

PLEASE NOTE: There will be a **$300 cleaning fee** if glitter, confetti, feathers, birdseed, rice, or other non-permitted decorations/damage are found after your event. Please especially avoid **glitter** in your decorations and on your clothing, including prom/ holiday dresses.

WORKSTATIONS & A/V TECHNOLOGY

Each of the three meeting rooms has a computer workstation with a screen, projector, speakers and microphones. A Crestron control panel is used to control the meeting room speaker volume, the microphone volume, and the overhead projector. Meeting rooms can be combined to show one presentation on multiple screens. Each meeting room has one handheld microphone and one lapel microphone. If you need more microphones and the other rooms are not in use, microphones from the those meeting rooms can be used. Chemeketa staff are on site through the entirety of your event and can provide technical assistance.

FOR PRESENTATIONS: A new college policy requires **all users to bring their own laptop to connect to the workstation** (the college provides a free, open visitor WiFi connection.) If you do not have access to a laptop, the venue has two guest laptops that can be reserved; please let staff know ahead of the event if you would like to reserve one. Connection is via HDMI (provided.) New MacBook users need to bring their own USB-C Digital AV Multiport Adapter for HDMI-to-Mac functionality. iPads/iPhones do not connect to the venue's computer workstations.

Remote Meetings

Two DTEN Zoom video conference systems are available, which are whole-room remote conference systems compatible only with Zoom. *(DTENs are not compatible with Microsoft Teams.)* The DTEN is a user-friendly touch-screen TV with the Zoom platform built in. It provides two-way audio and video feeds through its own microphones, speakers and video camera. This system is not connected to our workstation/projector/audio. Meeting presentations for the Zoom participants must be run through the Zoom meeting separately from the workstation for in-room participants. (You can provide your own remote conferencing system but Chemeketa staff are not able to provide any technical support.)

ALCOHOL SERVICE

Chemeketa Cellars provides bar service for all events, unless other arrangements have been made with the venue. Only OLCC-licensed servers are allowed to serve alcohol. Service is by the glass unless otherwise noted. No hard alcohol is allowed. Please inquire at eolaevents@chemeketa.edu if you have questions about alcohol service for your event.

INSURANCE REQUIREMENTS

All renters must provide a general liability insurance policy rider for the date(s) of their event. This is a standard procedure for event venues and can be obtained through your insurance provider. More information regarding this policy can be found on page 10 of this document. Please include alcohol in your coverage if you will have alcohol at your event. *(For state of Oregon governmental entities, your certificate of insurance can be obtained through the Department of Administrative Services Risk Management division: oregon.gov/das/Risk/Pages/CertCovRequest.aspx.)*

Contract & Insurance Requirements

FACILITY USE CONTRACT

The **Facility Use Agreement** will be digitally signed at the same time that the event logistics are approved in the Chemeketa Eola event software. Clients will also need obtain an **insurance liability rider** for the event (see below.)

PLEASE NOTE: The event must be confirmed and digitally signed **no later than 7 days prior to the event date.** ***If Chemeketa Eola does not receive a signed Facility Use Agreement and liability insurance policy within 7 days of the event date, and there has been no communication from the client in the interim, Chemeketa Eola reserves the right to cancel the event.***

SPECIAL EVENT LIABILITY INSURANCE - See Page 13 For More Details

Clients can obtain a quote through their personal or corporate insurance company or online from websites like **www.specialeventinsurance.com** or **www.eventsured.com**. It is important to note that the policy must be for COMMERCIAL liability coverage, which many companies do not provide. Chemeketa Eola recommends utilizing **PACE's TULIP insurance program**, which provides lower-cost special event insurance for groups using college facilities. Go to app.gatherguard.com, click "Get a Quote", select your event type, answer the three questions (usually "no"), and search for "Chemeketa Eola" as the venue. The basic coverage offered will satisfy Chemeketa's requirements. (Note: Liquor coverage is automatically included, so there is no need to add additional liquor coverage if your event includes alcohol service.)

State agencies can obtain a copy of the Generic Certificate of Insurance Coverage from the State of Oregon Risk Management department.

LIABILITY INSURANCE REQUIREMENTS

The User, at their sole expense, shall obtain and maintain insurance for the term of this Agreement as well as throughout all applicable statutes of limitation and statutes of repose. User's insurance shall be primary over any insurance or retention the College may carry with the College's insurance and/or retention(s) being excess and non-contributory. **The coverage should name Chemeketa Community College as an additional insured.**

There shall be no cancellation, material change, reduction of limits, reduction in any aggregate limits, or intent not to renew the insurance coverage(s) without 30 days prior written notice from the User or its insurer(s) to the College. Evidence of the required coverage shall be issued by a company satisfactory to the College, shall be approved by the College by way of Certificate of Insurance, and shall be filed and approved by the College prior to facility use. A minimum 30-day written notice of cancellation or material change of coverage clause shall be included. Failure to maintain the proper insurance shall be grounds for immediate termination of this Agreement.

The College shall have the right to approve all insurers under this Agreement. The College reserves the right to reject any or all insurance companies with an unacceptable financial rating.

General Liability – Required
User shall provide and maintain a **commercial general liability policy** written on an occurrence form with limits not less than:

$2,000,000 General Aggregate
$1,000,000 Personal and Advertising Injury
$1,000,000 Products and Completed Operations Aggregate
$1,000,000 Each Occurrence

The General Liability policy shall include a waiver of subrogation in favor of the College. Contractors are required to provide a certificate naming Chemeketa Community College, its board members, directors, employees, officers, volunteers, and agents as primary additional insured for the work or services performed under this agreement as well as for completed operations. A copy of the endorsement shall be attached to the certificate of insurance.

Hold Harmless and Indemnification Clause
The User shall indemnify, defend, and hold harmless Chemeketa Community College, its board members, directors, employees, officers, volunteers, and agents from any claims, actions, liability or cost, including attorneys' fees and/ or cost of defense arising out of or in any way relating to the work performed under this agreement, and arising from the sole or joint negligence of the User, except to the extent otherwise void under ORS 30.140.

Waivers or Exceptions
Any exceptions or waivers to these requirements shall be subject to review and approval by the College.

Where to Send Certificates of Insurance
Certificates of Insurance shall be sent to Chemeketa Eola **via email by responding to the event proposal email you received** or by emailing it to **eolaevents@chemeketa.edu**.

Contract & Insurance Requirements

OPTIONS TO OBTAIN INSURANCE COVERAGE

STATE AGENCY LIABILITY INSURANCE

The State of Oregon provides a generic certificate of insurance coverage for state groups reserving meeting space. This certificate is updated every fiscal year and can be found here: https://www.oregon.gov/das/Risk/Pages/CertCovRequest.aspx

PRIVATE/NON-PROFIT/CORPORATE LIABILITY INSURANCE

A liability insurance policy may be obtained through your personal or corporate insurance company or online from websites like www.specialeventinsurance.com or www.eventsured.com. However, it is important to note that the college requires **COMMERCIAL** liability coverage, which not all companies can provide.

The fastest and easiest way to obtain coverage as a private renter is to utilize **PACE's TULIP** insurance program, which provides lower-cost special event insurance for groups using college facilities. The quote will generally amount to $75 (unless you have unusual circumstances or add additional coverage.)

1. Go to www.gatherguard.com and click "Get a Quote"
2. Select your event type
3. Answer the short series of questions (usually "no")
4. Search for "Chemeketa Eola" as the venue, select it, complete the event information, and confirm purchase. You will have the option to add increased coverage if you choose, but the basic coverage offered of a $1,000,000 limit for each incident (Occurrence) will satisfy Chemeketa's requirements. (Note: Liquor coverage is automatically included for Chemeketa Eola, so there is no need to add additional liquor coverage if your event includes alcohol service.)

PLEASE EMAIL A COPY OF THE POLICY AT LEAST ONE WEEK PRIOR TO YOUR EVENT BY REPLYING TO THE EMAIL YOU RECEIVED WITH YOUR EVENT PROPOSAL LINK (or email **eolaevents@chemeketa.edu**).

BASIC COVERAGE THROUGH TULIP INCLUDES:

- $1,000,000 - This is the maximum amount the insurer will pay for all claims resulting from a single occurrence. The number of injuries, damaged property and claims do not affect this amount.
- $250,000- Damage to Rented Premises (Each Occurrence)
- Excluded - Medical Expense
- $1,000,000 - Products - Completed Operations Aggregate
- $1,000,000 - Personal and Advertising Injury
- $2,000,000 - General Aggregate - The aggregate limit is the maximum amount an insurer will pay for covered losses during a policy period
- Included - Host Liquor (Required when your venue serves alcoholic beverages or allows alcoholic beverages to be consumed on the premises. Includes coverage for hosted or cash bars.)

Where to Send Certificates of Insurance

Certificates of Insurance shall be sent to Chemeketa Eola **via email by responding to the event proposal email you received** or by emailing it to **eolaevents@chemeketa.edu**.

Chemeketa Eola | Northwest Wine Studies Center | Chemeketa Cellars

215 Doaks Ferry Rd NW | Salem, Oregon 97304
503.584.7253 | eolaevents@chemeketa.edu | www.chemeketacellars.com/venue-rental