



# PRIVATE EVENTS

VOTED BEST COOKING CLASS IN RICHMOND BY RICHMOND MAGAZINE

WWW.SWEETWYNNS.COM

# WHAT'S INSIDE

Celebrate life's legendary events at Sweet Wynns! As Richmond's first and only ice cream making workshop, we offer a unique, hands-on experience that you and your guests will cherish forever. Whether you're planning a birthday party, bachelorette party, graduation, anniversary, family reunion, or team building event, we've got you covered. Keep reading to learn more about our private event packages!



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# ADULT PRIVATE EVENTS

## WHAT'S INCLUDED

- Energetic instructors who will lead the workshop
- 2 hours of private use of the Sweet Wynns facility
- Up to 16 ice cream makers (guests work in pairs of 2 to create the ice cream base)
- One pint (16 ounces) of your own ice cream with three (3) premium add-ins
- Complimentary glass of wine (guests 21+ with valid ID)
- Complimentary ice cream flight
- Complimentary eGift card for a free ice cream workshop (event host only)
- All ice cream making equipment

## ICE CREAM BASE FLAVORS

- Brown Sugar
- Cheesecake
- Chocolate
- Peanut Butter
- Vanilla
- White Chocolate

## AVAILABILITY

Adult private events can be scheduled during normal business hours.



# ADULT PRIVATE EVENTS

## TIMELINE

The event host may arrive 15 minutes prior to the scheduled start time to set up decorations. Guests can enjoy a glass of wine while they wait for the event to start. The ice cream making workshop will begin when guests have arrived or 10 minutes after the scheduled start time, whichever comes first.

The Workshop Instructor will then guide you step-by-step through the ice cream making process to create your own signature ice cream flavor. You will put your tastebuds to the test when you identify various ice cream flavors and styles. Then, working in pairs of two, you will create your own ice cream flavor.

Once the ice cream is in the machine, you will have approximately 40 minutes for food, cake, or activities provided by the event host. During this time, guests will also select their add-ins, decorate their ice cream containers, and enjoy an ice cream flight.

When the ice cream is ready, guests will return to their workstations and scoop out their yummy creations. Each guest will leave with one pint of ice cream and three add-ins.

## AGE POLICY

This workshop is recommended for guests ages 13+. This is simply a recommendation and the age policy will not be enforced during private events.



**BOOK NOW**

# KIDS' PRIVATE EVENTS

## WHAT'S INCLUDED

- Energetic instructors who will lead the workshop and ice cream themed activities
- 2 hours of private use of the Sweet Wynns facility
- Up to 16 children
- Complimentary seasonal beverage bar
- Complimentary eGift card for a free kid's workshop (event host only)
- All ice cream making equipment

## STANDARD PACKAGE - \$300

- Children will work in groups of 4
- Each child will receive one half-pint (8 ounces) of vanilla ice cream
- Two (2) premium add-ins per child
- Recommended for ages 5 - 9

## PREMIUM PACKAGE - \$350

- Children will work in groups of 2
- Each child will receive one pint (16 ounces) of vanilla or chocolate ice cream
- Three (3) premium add-ins per child
- Recommended for ages 10 - 12

## AVAILABILITY

Kids' private events can be scheduled Saturdays and Sundays at 10:00 AM.

## SEASONAL BEVERAGE BAR

- Lemonade Bar (Mar - Aug)
- Hot Cider Bar (Sep - Nov)
- Hot Cocoa Bar (Dec - Feb)

Our seasonal beverage bar is subject to availability and may change as needed.



# KIDS' PRIVATE EVENTS

## TIMELINE

The event host may arrive 15 minutes prior to the scheduled start time to set up decorations. Children can enjoy the beverage bar and coloring pages as they wait for the event to start. The ice cream making workshop will begin when guests have arrived or 15 minutes after the scheduled start time, whichever comes first.

The Workshop Instructor will then guide you step-by-step through the ice cream making process to create your own signature ice cream flavor. Once the ice cream is in the machine, we will play the selected ice cream game. Afterwards, you will have approximately 25 minutes for food, cake, or activities provided by the event host. During this time, the children will also select their add-ins and decorate their ice cream containers.

When the ice cream is ready, children will return to their workstations and scoop out their yummy creations to be enjoyed on-site.

## ICE CREAM GAMES

### Blind Taste Test (Recommended for all ages)

Children will close their eyes and try to guess the food they are tasting.

### Ice Cream Taste Test (Recommended for ages 8+)

Children will be served 3 different ice creams and they will need to guess which fruit was used to create each flavor.

## AGE POLICY

This workshop is recommended for children ages 5 - 12. This is simply a recommendation and the age policy will not be enforced during private events.

 **BOOK NOW**



# OPTIONAL ADD-ONS

## COOKIE DECORATING KITS

Each cookie decorating kit will include one blank sugar cookie, one icing bag, and sprinkles. Additional icing colors are available for \$1.00 per bag. Supplied by For the Love of Flour Bakery.

## ICING COLORS

Black, Blue, Brown, Green, Orange, Pink, Purple, Red, White, Yellow

Custom colors available by request.

## COOKIE SHAPES

Birthday Theme

Flowers

Letters (A - Z)

Numbers (0 - 9)

Seasonal (Christmas, Halloween, Valentine's Day)

Shapes

Sports Theme

Wedding Theme

Custom shapes available by request

## PRICING

- 6 Kits - \$30
- 12 Kits - \$48
- 18 Kits - \$65

## ORDERING POLICY

Cookie Kits must be ordered two (2) weeks in advance. Full payment is due at the time of order and is non-refundable.



# OPTIONAL ADD-ONS

## MINI CUPCAKE FLIGHTS

Each cupcake flight includes four (4) miniature cupcakes. Supplied by For the Love of Flour Bakery.

## CLASSIC FLIGHT

Vanilla, Red Velvet, Chocolate, and Carrot Cake

## OTHER FLAVORS

S'mores, Key Lime, Chocolate Mocha, Strawberry Cheesecake, Peanut Butter Cup, Pumpkin, Berry Crumble, Cookies & Cream, and Black Forest

Custom flavors available by request.

## PRICING

\$100 for 18 flights

## ORDERING POLICY

Cupcake flights must be ordered two (2) weeks in advance. Full payment is due at the time of order and is non-refundable.





# PRIVATE EVENT POLICIES

## DEPOSIT INFORMATION

Full payment is due at the time of booking.

## PAYMENT INFORMATION

If add-on services are requested, an invoice will be sent to the event host for payment. The balance is due 14 days prior to the event date. Payments made after this date will be subject to a \$10.00 late fee. If the full balance has not been paid seven (7) days prior to the event date and time, all add-on services will be canceled and all deposits made toward these optional services will be forfeited.

## FINAL HEADCOUNT

To ensure your event moves smoothly, the final headcount is due seven (7) days prior to the event date.

## REFUND/CANCELATION POLICY

Events canceled by the event host at least six (6) weeks in advance of the event date will receive a full refund less processing fees. Events canceled by the event host after this time and/or events scheduled less than six (6) weeks in advance are ineligible for a refund.

Events canceled by the event host at least two (2) weeks in advance of the event date may be rescheduled to a new date within 90 days of the original date, pending Sweet Wynns' availability. Please note, only one reschedule of this type will be allowed and a second cancellation will result in the forfeiture of your deposit and/or additional payments. Event hosts who cancel outside of this window and/or fail to show will not have the option to reschedule and all deposits and payments will be forfeited.

# PRIVATE EVENT POLICIES

## DECORATION POLICY

While decorating the space is allowed, the use of birdseed, rice, confetti, and/or glitter is prohibited and decorations may not be attached to the walls. While simple birthday candles are allowed, open flame candles are prohibited and all candles must be enclosed in vases that extend beyond the top of the flame.

## OUTSIDE FOOD AND DRINK POLICY

Outside food and nonalcoholic beverages are permitted during private events. All food and drinks must remain in the dining areas and cannot be placed on the workstations during the ice cream making process.

## ALCOHOL POLICY

Complimentary wine will be served to ice cream makers who are 21 and older with valid identification. All ice cream makers who wish to consume wine will be required to provide valid identification to consume alcohol on-site.

Sharing wine with guests who have not provided identification and/or have already consumed their allotted wine is strictly prohibited. Any guest engaging in this type of alcohol sharing will be excused from the premises immediately and without refund. Wine cannot be replaced for any reason once served. Wine may not be purchased at Sweet Wynns.

Guests are prohibited from bringing their own alcohol to Sweet Wynns. Intoxicated guests may not enter Sweet Wynns and cannot remain on-site. These guests will be excused from the premises immediately and without refund. Sweet Wynns reserves the right to contact local law enforcement as necessary.

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# FAQS

## How can I book a private event?

Private events can be booked online [here](#).

## How are private events different from your public workshops?

At private events, guests will have exclusive access to Sweet Wynns during their allotted time. Outside food and beverages are allowed and guests who are not participating in the workshop may be invited. Please note, only 40 people may occupy the shop at one time.

## How far in advance can I book my private event?

We encourage you to book your event at least 4 weeks in advance. While we may be able to accommodate events booked on short notice, that is a rare exception.

## When can I host my private event?

Adult private events can be held during normal business hours. Kids' private events can be held on Saturdays and Sundays at 10:00 AM.

## Can I host my private event outside of your business hours?

We are unable to host private events when the shop is closed.

## How many people can I have at my private event?

We can accommodate up to 16 ice cream makers at our private events. You are also welcome to invite guests who will not be participating in the workshop. We can fit up to 40 people at our shop. Please note, only registered ice cream makers will be able to participate in the workshop activities.

## What is the age policy for private events?

Our adult private events are recommended for guests ages 13 and older as they are fast-paced and involve many steps such as measuring ingredients and cooking on the stove, which may not be suitable for younger ice cream makers. Our kids' private events are recommended for children ages 5 - 12. While the age policy is not enforced at private events, we encourage you to consider all your guests to determine which workshop would be best suited.

# FAQS

## **Can I bring my own food and drinks to my private event?**

Yes, outside food and nonalcoholic drinks are permitted during private events.

## **Can I bring alcohol to my private event?**

While we do not allow outside alcohol, we do serve a complimentary glass of wine during adult private events to ticket holders who are 21 and older with a valid government-issued ID. You can view our full alcohol policy [here](#).

## **Can I bring decorations for my private event?**

Absolutely - we can't wait to see your personal touches! The use of birdseed, rice, confetti, and/or glitter is prohibited and decorations may not be attached to the walls. While simple birthday candles are allowed, open flame candles are prohibited and all candles must be enclosed in vases that extend beyond the top of the flame.

## **Can I have my food, cake, or other items delivered?**

While you are welcome to have items delivered, Sweet Wynns can not accept deliveries on behalf of guests. Any guest that has requested a delivery, must be present to accept the delivery. Sweet Wynns will not be responsible for lost, damaged, or stolen deliveries.

## **Where should I tell my guests to park?**

There is street parking available along East Main Street and the surrounding area. We encourage you to read and abide by all parking signage. If you don't mind a five-minute walk, complimentary parking is available in the 14th and Cary Parking Deck located at 1410 East Cary Street, Richmond, Virginia 23219. After parking in an unreserved space, simply bring your parking ticket with you to the workshop for validation. The validation will occur at the conclusion of the workshop and workshop attendees must bring their respective parking ticket with them. Validation is complimentary for ice cream makers only and will not be provided at a later time should this ticket be lost, stolen, or damaged.

# FAQS

## **What is your refund or cancelation policy?**

Events canceled by the event host at least six (6) weeks in advance of the event date will receive a full refund less processing fees. Events canceled by the event host after this time and/or events scheduled less than six (6) weeks in advance are ineligible for a refund. Events canceled by the event host at least two (2) weeks in advance of the event date may be rescheduled to a new date within 90 days of the original date, pending Sweet Wynns' availability. Please note, only one reschedule of this type will be allowed and a second cancelation will result in the forfeiture of your deposit and/or additional payments. Event hosts who cancel outside of this window and/or fail to show will not have the option to reschedule and all deposits and payments will be forfeited.

## **I selected the wrong date when I booked - can I reschedule?**

Yes - please let us know of the error within 24 hours of the booking and we can reschedule your private event to the date of your choosing subject to availability.

## **Can I wait closer to the event date to give a final headcount?**

Absolutely! The final headcount is not due until 7 days prior to the event. This is to ensure we have proper staffing and all the supplies needed to make your day special. Please note that we may not be able to accommodate changes to the guest count after this date.

## **Can I have more time to set up?**

Sure! We can increase the set up time to 30 minutes for an additional \$50. You can select this optional add-on when booking.

## **My question isn't listed - what should I do?**

Please email us at [eat@sweetwynns.com](mailto:eat@sweetwynns.com). We'd be more than happy to answer any questions you may have!

# SPECIAL OFFERS

Ready to host your legendary event at Sweet Wynns? We've got some sweet offers for you - we know how much you love a good deal!





**\$20 OFF**

Adult Private Events

Promo Code: ADULT20



**\$10 OFF**

Kids' Private Events

Promo Code: KIDS

 **BOOK NOW**