

| Title | Document # | Location | Rev # | Effective Date |
|-----------------------------------|-------------------|-----------------|--------------|-----------------------|
| Wine Festival Operations Overview | FES-002 | All Locations | 0 | 02/05/2026 |

Wine Festival Operations Overview

1. Purpose

The purpose of this procedure is to establish requirements for executing off-site wine festival participation from application through post-event analysis, ensuring regulatory compliance and maximizing return on investment.

2. Scope

This procedure is applicable to all off-site wine festival events where Greenhouse Winery participates as a vendor requiring PLCB exposition permits.

3. Responsibilities

The responsibilities for the completion of this procedure are defined in Section 5.

4. Definitions

PLCB: Pennsylvania Liquor Control Board - regulatory authority governing alcohol sales

Exposition Permit: Temporary permit allowing off-premise wine sales at approved events

POS: Point of Sale - payment processing system

5. Procedure

Wine Festival Operations Process

6. References - None

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