

**EVENT DETAILS**

EVENT DATE:	SETUP TIME:	START TIME:	END TIME:
PURPOSE:			
<b>Please select a venue space.</b>			
<input type="checkbox"/> <b>INDOOR:</b> Accommodates up to 50 seated guests (includes tables and chairs for 50 guests). Accommodates up to 70 guests in cocktail style setting.			
<input type="checkbox"/> <b>INDOOR + EXTENDED PATIO:</b> Available May – September. Accommodates up to 100 seated guests (includes tables and chairs for 100 guests).			
<input type="checkbox"/> HALF-DAY <i>Select one:</i> <input type="checkbox"/> 7 a.m. to 4 p.m. <input type="checkbox"/> 4 to 10 p.m.			
<input type="checkbox"/> FULL-DAY RESERVATION (7 a.m. to 10 p.m.)			
GUEST COUNT:			
CONTACT PERSON:			PHONE:
MAILING ADDRESS:			
CITY:		STATE:	ZIP:
EMAIL ADDRESS:			

**WARM SPRINGS GRILL + GOLF VENUE FEES**

Venue Space	Time Period	Half-Day	Full-Day
Indoor	Monday – Thursday	\$200	\$400
	Friday – Sunday	\$300	\$600

**Payment Terms**

1. A non-refundable deposit of the base room fee is required to secure the venue.
2. **Final payment for the total headcount for food is due 14 days prior to the event date.** The attendance figures you provide 14 days prior to the event date will not be subject to reduction.
3. Additional charges (such as additions in catering services) will be invoiced separately and must be paid by the end of the following business day.
4. Cancellations must be made **14 days before** the event date. The deposit is non-refundable regardless of cancellation date.

**Booking Policy**

1. A Private Event Agreement is required to reserve the venue.
2. Event dates are subject to availability.
  - o **October through April:** Open to all groups based on availability; **Indoor** venue space is available.
  - o **May through September:** Open to all groups based on availability; **Indoor + Extended Patio** venue space is available.

**The following services are included with all venue bookings:**

- **Tables and Chairs.** Indoor seating can accommodate 50; Extended Patio can accommodate an additional 50 (available May – September).
- **Linens.** Choice of either black or white tablecloths. Glass centerpieces available upon request.
- **Audio/Visual Equipment.** Roll-out TV for presentations, microphone and projector are available.
- **Serving Tables.** Availability of (2) six-foot tables and (2) eight-foot folding tables.
- **Dinnerware.** Choice of elegant white dinnerware or premium black disposal tableware.

*A 20% Special Event Service Fee will be charged to all Food and Beverage Services.*

- **Staffed Bar.** Fully stocked bar with bartender services.

### Event Food and Beverage

All food and beverages must be provided by the Golf Course unless otherwise arranged with our Catering Supervisor. Food selections and final counts must be confirmed no later than **14 days prior to the event date.** Alcoholic beverages must be purchased and consumed in compliance with Golf Course policies.

MENU + FOOD SELECTIONS		
<i>Please select one menu option to be served at your event. Pricing is per-person.</i>		
<b>Breakfast (All breakfast choices include coffee and hot tea)</b>		
<input type="checkbox"/> Breakfast Burrito – vegetarian	\$15	Quantity: _____
<input type="checkbox"/> Breakfast Buffet – eggs, hashbrowns, bacon/sausage	\$17	Quantity: _____
<input type="checkbox"/> Morning Mix – Pastries, Fruit, Yogurt and Granola	\$12	Quantity: _____
<b>Lunch Buffet (Groups of 20 or more)</b>		
Includes choice of two Sides		
Select choice of side: <input type="checkbox"/> Garden Salad <input type="checkbox"/> Caesar Salad <input type="checkbox"/> Pasta Salad <input type="checkbox"/> Potato Salad		
<input type="checkbox"/> Dagwood Sandwich	\$20	Quantity: _____
<input type="checkbox"/> Burger Bar	\$20	Quantity: _____
<input type="checkbox"/> Pulled Pork Sandwich	\$20	Quantity: _____
<input type="checkbox"/> Salad and Soup Bar - No additional sides	\$20	Quantity: _____
<input type="checkbox"/> Taco Bar – beef and chicken tacos – no additional sides	\$22	Quantity: _____
<b>Dinner Buffet (Includes choice of two sides)</b>		
<input type="checkbox"/> Crispy roasted half chicken	\$32	Quantity: _____
<input type="checkbox"/> Slow Braised Beef Short Ribs with Red Wine Mushroom Demiglace	\$38	Quantity: _____
<input type="checkbox"/> Grill Alaskan Coho Salmon	\$35	Quantity: _____
<input type="checkbox"/> Roast Pork Lion with tomato orange chutney	\$30	Quantity: _____
<input type="checkbox"/> Prime Rib	\$37	Quantity: _____
<input type="checkbox"/> Lamb Shank – Slow braised lamb shank Bourbon pan juice.	\$38	Quantity: _____
Select choice of sides:		
<input type="checkbox"/> Golden Beet Mixed Greens Salad <input type="checkbox"/> Caesar Salad <input type="checkbox"/> Garlic Mashed Potato		
<input type="checkbox"/> Sicilian Tossed Salad <input type="checkbox"/> Grilled Jack Cheese and Chive Polenta <input type="checkbox"/> Roasted Sweet potato with Rosemary and honey <input type="checkbox"/> Potato Gratan <input type="checkbox"/> Seasonal Veggie		
<b>Party Platters (Serves 25 per platter, please note if ordering multiple party platters)</b>		
<input type="checkbox"/> Fried Chicken and Waffle Bite \$250		
<input type="checkbox"/> Fresh Spring Rolls \$150	<input type="checkbox"/> Antipasto Skewers \$200	<input type="checkbox"/> Wild Mushrooms and Fresh Thyme Strudel \$150
<input type="checkbox"/> Prawn Cocktail Platter \$250	<input type="checkbox"/> Egg Rolls \$175	<input type="checkbox"/> Jalapeno Mac and Cheese Bite \$250
<input type="checkbox"/> Charcuterie Board \$250	<input type="checkbox"/> Chocolate Ganash Cake with Bachelors Jam \$10	
	<input type="checkbox"/> Blueberry Cobbler with French Vanilla Ice Cream \$10	

**Additional Terms and Conditions**

1. The Event Organizer is responsible for any damage caused to the Golf Course property by participants, vendors, or sponsors during the event. The Event Organizer will be billed for the cost of repairs or replacements.
2. The Golf Course reserves the right to cancel or reschedule the event due to unforeseen circumstances such as inclement weather.

**By signing this contract, the Client agrees to the terms and conditions outlined above.**

NAME:

DATE:

SIGNATURE: