

FUNCTION CONTRACT SPECIAL EVENTS

In order to best serve our mutual interest, the following agreement is made supplementary to the detail of your event. Ohio Prestwick Country Club agrees that:

(Name)_____ may hold a (Event)_____ in the (Room)_____ on (Date)_____ at (Time)_____ with (Approximate Number of People attending)_____.

All food and beverage must be purchased through Ohio Prestwick Country Club. At the time of booking a \$_____ deposit is required (for non-members) to reserve the room which is not refundable. This deposit will be deducted from your final bill. The menu must be completed two weeks prior to the event. A 20% service charge and sales tax will be calculated on all food and beverage at the time of the function. A final guarantee of attendance of all events will be required no later than 72 hours preceding the function. Due to economic conditions all prices are subject to change.

Non –Member Functions - Saturday, day or evening, We require minimum of 150 people and a 2,000 food and beverage minimum is required to have an event in the Main Dining Room. Non-Member parties of under 30 people there is a \$45.00 Facility use and Set Up fee. Parties of over 30 people there will be a \$1.50 per person charge or a maximum of \$150.00.

WEDDING RECEPTIONS – A guarantee of the number of guests is required 72 hours prior to reception. The entire bill, less deposit, must be paid the day before the event based on the number given at that time. All food or beverage unable to be calculated the day before the event, a bill will be presented the evening of event and must be paid in full.

Prestwick does not assume responsibility for any personal property or equipment brought into the club (including gift packages, gift envelopes, bridal favors, candles/goblets/guest book/ cake knives/decorations, etc...)

TERMS OF PAYMENT:

ALL CHARGES ARE PAYABLE THE DAY OF THE EVENT. WEDDING RECEPTIONS – MUST BE PAID THE DAY BEFORE THE EVENT. Members can charge on a special account which is paid within 14 days. Amounts past due are subject to a 1.5% Finance Charge. Visa & Master card are not accepted!

ALCOHOL CHARGES & RESTRICTIONS:

Standard Bar Charges (\$15.00 plus 20% service and tax per person)

Top Shelf Charges (\$19.00 plus 20% service and tax per person)

Members or Non-Members are not permitted to bring any Beverage on premises! All State Laws will be adhered to consistent with Ohio. No patron shall be served an alcoholic beverage if the Manager feels that such service would be injurious to the health and safety of said patron. *A Photo ID of your Driver's license is requested with this contract.*

NAME _____

ADDRESS _____
CITY & STATE _____

PHONE: Day _____ Evening _____ DEPOSIT _____ CHECK # _____

SIGNATURE: _____ PLACE OF EMPLOYMENT _____

Telephone Number _____