



## DEPOSITS

\$500.00 non-refundable initial deposit due at time of contract signing  
50% non-refundable deposit due 6 months prior to event  
Full payment due at final meeting based on guaranteed guest count  
Final meeting to be held no later than 72 hours prior to the event date

*In the event your functions total cost exceeds the total estimate paid, the difference will be due in full on the day of the event.*

## BEVERAGE OPTIONS

### OPEN BAR

Full open bar featuring house and premium brand liquors, house wine, select bottled beer and soda  
*The amount charged is on a per person basis, in accordance with the guaranteed guest count or the actual attendance if higher*

1 Hour	12.00
2 Hours	17.00
3 Hours	22.00
4 Hours	26.00

### BEER, WINE AND SODA

House wine, select bottled beer and soda  
*The amount charged is on a per person basis, in accordance with the guaranteed guest count or the actual attendance if higher*

1 Hour	8.00
2 Hours	12.00
3 Hours	15.00
4 Hours	18.00

### HOST SPONSORED BAR

Complete beverage service with house and premium brand liquors, house wine, select bottled beer and soda.  
Charges will reflect actual drinks served during the event.  
*\$125.00 bartender fee applies if bar receipts do not reach \$250.00*

### CASH BAR

Complete beverage service with house and premium brand liquors, house wine, select bottled beer and soda.  
Guests will pay for their own drinks served during the event.  
*\$125.00 bartender fee applies if bar receipts do not reach \$250.00*



# ORCHARD CREEK POLICIES

All Package Prices are subject to a 19% gratuity and 8% sales tax.

## **Menu Prices:**

All menus, package prices and beverage charges are subject to a 19% gratuity and 8% sales tax. Menu prices are subject to change. Specific menu prices may be confirmed six months prior to an event. All prices base on a minimum guest count of 75.

## **Menu Selections and Guarantees:**

Multiple entrée selections require specific entrée count guarantees. If selecting from multiple groups the highest of the selected entrée prices will apply to all entrees. The final guarantee of attendees for an event is required three business days prior to the event. In the event no guarantee is received, the initial expected number of guests will apply. Orchard Creek will be prepared to serve 5% over the guarantee number, but reserves the right to substitute items if required.

## **Security:**

Orchard Creek will not assume responsibility for damages or loss of any materials left on the premises, prior to, during, or after a function.

## **Alcohol Service:**

Orchard Creek reserves the right to make decisions on continuing service of alcoholic beverages. No "shots" under any circumstances, for any events will be served. We ID guests who appear to be under the age of 25. No alcohol will be served without proper ID. No vendors are permitted to consume alcohol.

## **Meals for Vendors (Band, Photographer, etc):**

Should you wish to provide food and non alcoholic beverages for these individuals, \$35.00 per professional will be added to your invoice.

## **Overtime Fee:**

Our prices as listed are for a maximum five hour time period. For events that extend beyond this time a \$6.00 per person, per hour fee will be charged based on your original guaranteed guest count. This overtime fee includes use of the facility and bar service but does not include food and beverage consumed. Please note that overtime is at the discretion of management.

## **Fees for Children:**

Five years and younger: \$10.00 per child includes chicken tenders and fries for dinner, six to twelve years- half package price, thirteen to twenty- full package with credit for the bar.

## **Banners and Signage:**

If you plan to display posters, banners, decorations or signage, please let us know prior to your arrival so that arrangements can be made to schedule Orchard Creek staff to install and remove such items. In order to maintain our facility, it is not permissible to use pushpins, tacks, staples, or tape on the walls or woodwork throughout any area. In addition, we strictly prohibit the hanging of anything from the ceilings or ceiling fans.

## **Third Party Vendors:**

Any third party vendor or subcontractor that you hire to perform services at Orchard Creek Golf Club, Inc., DBA Orchard Creek Cider House Restaurant (i.e. Decorators, DJ's, performers, etc.) are to be insured for a minimum liability limit of \$500,000 per occurrence and \$1,000,000 umbrella general liability. Orchard Creek Golf Club, Inc., DBA Orchard Creek Cider Restaurant is to be listed as additional insured for general liability and a certificate of liability insurance must be sent to the Food and Beverage Manager prior to the event.

## **Other Information:**

Our staff will be happy to assist you in formulating special menus to meet your specific needs. If you have a special request or personal favorites not listed on these menus, please let us know. Vegetarian and other dietary restrictions can be accommodated with advance notice.