

**Brandywine Country Club**  
**5555 Akron- Peninsula Rd.**  
**Peninsula, Ohio 44264**  
**330-657-2525**  
**RENTAL CONTRACT**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_ E-mail \_\_\_\_\_

Date of Event \_\_\_\_\_ Time: From \_\_\_\_\_ To \_\_\_\_\_

Type of Event \_\_\_\_\_ Number of People \_\_\_\_\_

Rental Charges: Building	\$ _____
Security Deposit	+ \$ _____ 200.00
Alcohol	+ \$ _____
Rentals	+ \$ _____
Catering	+ \$ _____
Bartenders	+ \$ _____
Additional Fees	+ \$ _____
<b>Total Due at Signing</b>	<b>= \$ _____</b>

**Rental charge and security deposit are to be paid when contract is signed. Any alternate arrangement must be approved by Brandywine C.C. management office.**

**PAYMENT: Cash** \_\_\_\_\_

**Check #** \_\_\_\_\_ **Payable to : Brandywine Country Club**

**Credit Card** \_\_\_\_\_

Beverage Service: Host Bar \_\_\_\_\_ Bottle Bar \_\_\_\_\_ Cash Bar \_\_\_\_\_

Food Service: Brandywine, Outside Caterer, Renter (Circle One)

**When Renter supplies food and service per contract and the renter is 100% responsible for the health and welfare of their guest.**

**Liability: Brandywine is not responsible for any liability arising out of the use and occupancy of the building and grounds. The renter agrees to on all grounds that Brandywine, employees, owners, et al. Brandywine is not responsible for left or loss of property of any kind, either prior to or after event.**

**Cancellation Policy: All sales are final and prices are subject to change without notice. If a valid reason for cancellation is provided management may consider such cancellation provided the date can be filled. If so, the security deposit and rental charge will be refunded less a handling fee of \$100. Food/ Keg and any specialty beverage charges will be billed in full if cancelled less than two weeks prior to date of event.**

Brandywine agrees to provide the above as quoted and make every effort to assure a successful group activity.

**We accept the terms and conditions of contract**

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Brandywine Agent \_\_\_\_\_ Date \_\_\_\_\_

## **Rent For Entire Building**

For May, June, July, August, September, and October

Maximum capacity of 4 consecutive hours - \$500 per event – Each additional hour until 2:00 a.m. -\$100

January, February, March, April, November, December

Maximum capacity of 4 consecutive hours - \$350 per event – Each additional hour until 2:00 a.m. - \$50

Any additional set-up time is \$25 per hour and cannot interfere with another booking.

Brandywine works with several rental agencies for additional tables, chairs, linens, tents, and other event needs. Pricing can be discussed on the individual needs.

Table settings, decorations and centerpieces are the responsibility of the renter and/or their caterer to set up and tear down. Brandywine staff is available to do the set up and tear down of these items for an additional fee of \$100.00

## **Approximate Capacity**

Wine Bar 65 people (Separate Wine Bar Only Contract Available)

Wine Bar with Patio 85+ people

Pavilion / Fire Ring 120+ people

Patio 80 people

Deck 40 people

29 x 21 Tent 35 people

40 x 80 Tent 200 people

## **Beverage Service**

**All beverages must be purchased through Brandywine Country Club.**

All liquor licensing laws are applicable. All bars must be closed and all alcoholic beverages consumed by 2 a.m.

### **Cash Bar**

A Cash Bar allows each guest to purchase drinks on an individual basis.

### **Host Bar**

A Host Bar is paid for by the host on a per drink, per bottle charge. (+20% gratuity)

### **Pre-Paid Bar**

Host Pre Pays for choice of beverages ahead and takes home anything left at the end. (+20% gratuity)

All beverage and food service must be ordered and paid at least two weeks before the event. Any subsequent charges must be paid upon conclusion of event. All prices are subject to change without notice.

## **Bartender Service**

One bartender is included in rental price. Additional bartenders for parties over 65 people \$75 per each additional 65 people. If an outside bartender is required an additional \$75 per bartender will be charged. This is provided by Brandywine Country Club

If requested, table service of wine, etc. is to be provided by the Caterer.

## **Cash Bar or Host Bar**

### **Cost Per Drink for cash bar**

Liquor: Well Brands – 4 Premium Brands – 5

House Wines – 7

Craft/Domestic Beer – 4 Premium Beer – 5

Soft Drinks/ Bottled Water -- 2.50

Champagnes – prices vary per preference/ by bottle or case

Kegs/Draft –3

## **Liquor**

Liquor must be purchased by the bottle.

Choices and Pricing will be discussed ahead of event

All opened bottles must be taken home by the renter at the end of the event.

There is no selling back

## **Wine**

We offer a wide variety of Wine as well as our Favorite “House Wine”

Purchased by bottle \$20 per bottle for House Wines or \$180.00 for a case

No Selling Back, all must be taken by renter

## Beer

We offer a wide variety of Beer over 40 brands on a daily basis.

Please discuss beer options with Brandywine Coordinator.

Beer must be ordered by the case, ¼ keg or ½ keg. Prices will vary  
There are no sell backs and all needs to be taken home by the renter.

## Soft Drinks/Wash

Soda – case \$18

Water – case \$35

Tonics/ Soda Water/ Lemons and Limes/ Wash provided by the renter

## Catering

Brandywine has an onsite caterer. Menus and Pricing can be discussed on the individual needs. If renter uses an outside caterer we charge an additional \$100 fee. Outside caterer is required to be licensed or prepared by renter. Brandywine has the right of approval of the outside caterer

Please fill out your caterer's information below:

Caterer \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Contact Person \_\_\_\_\_

**Caterers, vendors, subcontractors and rental companies hired by the renter must be approved by Brandywine Country Club prior to the event. Only fully licensed, insured caterers may be used. Renters & Caterers are responsible for trash removal. Clean up after an event is required and is the responsibility of the renting party, unless prior arrangements are made in advance. Failure to comply will result in the loss of the deposit. The Brandywine Staff shall be present to supervise beverage consumption, the building, and the grounds during the function and to close the building and grounds at the completion of the event.**

## Caterer's insurance requirements

**Food Service and Liability Insurance are applicable**

The caterer must provide a Certificate of Insurance providing evidence of:

- (1) Current Comprehensive General Liability Insurance in a minimum amount of \$1 million per occurrence.
- (2) Combined Single Limit Coverage including Product Liability
- (3) Certificate of Workers' Compensation Insurance, if employees will be present

All certificates/evidence must be present no later than one month prior to date of the event.

**Liability: Caterer should have liability insurance coverage and name Brandywine Country Club as additional insured. Brandywine is not responsible for any liability arising out of the use and occupancy of the building and grounds. The renter agrees to hold no harmless in every way to Brandywine, employees, owners, et al.**

**Renter's Initials:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Rules and Regulations**

- Parking is free as designated, primarily on the right side of Akron –Peninsula Road heading from 303 at the top and additional handicap accessible parking next to Par 3 Clubhouse. Parking for service vehicles essential to the event is permitted to the rear or the Par 3 Clubhouse. All other vehicles, including employees', must be parked in area designated by Brandywine Country Club.
- Renter is responsible for all actions of vendors/ subcontractors such as entertainers, florist, caterer, rental companies, photographer, limousine, etc. They will be expected to display courteous, professional behavior at all times. Dress must be appropriate.
- All trash and garbage debris must be bagged and placed in the covered dumpster across the street at the main clubhouse at the end of the event. No drinks, ice , water may be dumped on the grounds. Sinks are used for this purpose
- Deliveries must be pre arranged and done during open hours.
- All rental equipment must be removed within 24 hours unless prior arrangements have been made.
- No birdseed, confetti , rice or food of any kind that could harm the course may be used during wedding events.
- Smoking is prohibited in all buildings. Smoking is permitted on the patios, and pavilion areas. All cigarette butts, wrappers, and ash must be disposed of properly.
- We reserve the right to remove anyone from the premises.
- Brandywine must be informed of set-up locations for catering, bars, entertainment, etc. at least two weeks prior to the event.

