

Banquet Terms & Conditions

Salt Creek Golf Club takes great pride in planning each event from start to finish. All banquets are subject to the terms and conditions that follow. By adhering to these policies, you will help us ensure that your event runs smoothly. By signing this agreement/contract, the lessee is expressly assuming the risk and liability, waiving and releasing all claims against the Wood Dale Park District, Salt Creek Golf Club and staff and its officers of any claims.

- ❖ Banquets require a minimum of 100 adult guests for a Saturday evening event and a minimum of 50 adult guests for all other occasions unless otherwise noted. Banquets can be booked from 50 to 175 guests with a dance floor.
- ❖ A non-refundable deposit of \$500.00 or payment in full whichever is less will be due along with a signed contract in order to reserve the requested date and time.
- ❖ **No Exceptions.** _____ **Initials**
- ❖ Entrée selection must be submitted to the catering director no later than thirty (30) days prior to the event along with a non-refundable payment of 50% of the remaining estimated bill.
- ❖ The final Count of meal totals is due no later than eight (8) days prior to the event along with the final payment. No changes will be made thereafter. Please be sure to include your entertainers, photographers etc. in your final count to be served. Your final bill will be based upon guarantee or actual attendance whichever is greater.
- ❖ Should attendance exceed the final count, the Salt Creek Golf Club will seek to accommodate the numbers in excess of the original guarantee numbers but will not be obligated to do so.
- ❖ Should the attendance fall below the guaranteed final count, the lessee(s) will be responsible for paying the guarantee attendance number; no food will be given to Lessee due to lower guest count.
- ❖ A five (5) hour maximum time limit is set for events beginning with guest arrival. Additional time (one hour increments only) is available at the rate of \$125.00/hour and must be booked 8 days in advance with all final payments.
- ❖ An 18% surcharge, State and local taxes will be added to contract.
- ❖ All prepared food for functions must be consumed at the Club. Per the Du Page County Health Department, **No Food can leave the Club! No Exceptions!** _____ **Initials**
- ❖ Due to Health Department requirements, no food shall stay out past the allotted safe period which will be determined by the Salt Creek Management Team.
- ❖ Due to Health Department regulations, no homemade goods will be allowed or served on the premises, with the exception of Baked Goods (Desserts). A \$25 per 8 ft. table charge will be applied for Baked Desserts brought in. _____ **Initials**
- ❖ Alcoholic beverages may not be brought on the premises except as prizes/gifts. The beverages used as prizes are not to be opened or consumed while on the premises.
- ❖ **Alcohol Policy/Liability:** In accordance with the liquor laws governing Illinois and the City of Woods Dale, a guest must be 21 years or older to consume alcoholic beverages. We, at Salt Creek Golf Club also reserve the right to exercise our legal responsibility and social obligation in refusing further service to **any guest** we feel has consumed enough to drink, and the right to discontinue bar service to the event with out refund if liquor law is not followed by guests.
- ❖ Bar packages do not include, shooters, pitchers or carafes in any form. _____ **Initials**
- ❖ The Wood Dale Park District (Salt Creek Golf Club) does not assume any responsibility or liability for lost property, stolen or damaged on the Wood Dale Park District (Salt Creek Golf Club) premises. The organization and/or representative, whose signature appears on this contract, will be held responsible for the property, resulting from the acts of such members, guests and/or minors , or contractors hired by Lessee as photographers, DJ, wedding planners, delivery service of goods purchased etc. and for all payments due to Salt Creek Golf Club. _____ **Initials**

- ❖ Any items rented or purchased for your event must be paid for in advance and will not be refunded for any reason. _____ **Initials**
- ❖ Salt Creek Golf Club is a non-smoking facility and all guests must follow the State of Illinois policy on regulations for designated smoking areas.
- ❖ **Late Charges:** All payments, deposits and balance of payments are due in strict accordance with the terms and conditions of this contract. Any payments not received by the Wood Dale Park District (Salt Creek Golf Club) on or before the date as set forth in this contract, shall immediately incur a late charge of 2% per month on the then outstanding balance due, which shall continue until time of full payment of said amount.
- ❖ **If final payment is not received 8 days prior to event, the Salt Creek Golf Club has the right to cancel the event and keep all payments by Lessee as restitution for the date booked.** _____ **Initials**
- ❖ **Attorney Fees:** Attorney Fees are to be paid by lessee upon demand, all of the Wood Dale Park District's (Salt Creek Golf Club) costs, , charges, expenses including fees for attorneys, agents and others retained by the Wood Dale Park District (Salt Creek Golf Club), incurred in enforcing any of the obligations under this contract or in any litigation, negotiation or transaction in which the Wood Dale Park District (Salt Creek Golf Club) shall become involved through or on account of this contract. _____ **Initials**
- ❖ **Offsite Businesses:** All entertainment to be conducted on the Wood Dale Park District (Salt Creek Golf Club) property must be pre-approved by management. Off site Business are restricted from hanging items from the lights or ceiling. Pyrotechnics are forbidden along with smoke and bubble machines. When booking bands, disk jockeys or other entertainment, guest must contact management for any special requirements. We will only supply a DJ with two (2) tables with table linen. Personal property left unattended, damaged, lost or stolen is not the responsibility of the Wood Dale Park District (Salt Creek Golf Club). _____ **Initials**

Client: _____ Date: _____

Client: _____ Date: _____

Salt Creek Golf Club: _____ Date: _____

Let us customize your menu for you!

Pricing does not include tax and surcharge
All prices subject to change without notice, please call for current prices
Prices effective 1/1/13 – 12/31/13