

## PLEASE READ AND RETURN ONE (1) SIGNED FORM

### HARRISON HILLS GOLF AND COUNTRY CLUB PARTY INFORMATION AND POLICIES

The clubhouse has the ability to seat approximately 200 people. The two balconies may be occupied by no more than 24 people total. We can seat 40 people in The Grill Room and 56 in The Garden Room. We can seat approximately 80 people in The Harrison Room.

The restaurant has summer hours of 7 A.M. – 2 P.M. daily and dinner on Friday 5:30 – 8:30 P.M. and winter hours Tuesday - Friday 7:30 A.M. – 2 P.M., Saturday 7:30 A.M. – 11:00 A.M. and Sunday 8:00 A.M. – 2:00 P.M. Closed Mondays

Harrison Hills Golf and Country Club offers a variety of meals and hors-d'oeuvres for your party needs. We will be happy to work with you in planning your party. We do not allow any food items to be brought into the clubhouse, except for wedding cakes.

Harrison Hills Golf and Country Club does not serve alcohol.

When the Club is used for private parties, closing time is 12:00 A.M. and the doors are locked at 1:00 A.M.

There is a charge of \$500.00 to reserve the Country Club, payable upon scheduling. This is a non-refundable deposit. The building rental is \$300.00, a credit of \$200 from your deposit will be applied to your food bill. Rental of the Country Club only applies to restaurant dining areas.

Each party is handled on an individual basis. Below are some general  
Individual rooms may be rented

A minimum guaranteed number of 50 persons is required to reserve The Grill room for a dinner party.

The Garden Room can be used for parties larger than 50 for dinner. It seats 56.  
The fee is \$100.00.

Larger dinners (over 100) will require some additional tables in The Harrison Room. The fee is \$150.00.

The Grill Room can be used for small parties no larger than 40. The fee is \$50.00.

Receptions may be held in The Garden Room, in The Grill Room or in The Harrison Room. Often receptions require the use of all three rooms.

As each party is customized to fit your individual needs, additional charges reflect these additional requirements. Some of these include furniture rearrangement, special tables, linens and dishes. Often a band needs to be accommodated with electrical outlets. Before, during and after your party additional staff is required to set up, serve and clean up. We are looking forward to making your party special.

Any changes in number of reservations must be made prior to 24 hours in advance. You will be charged for the number of reservations that you have made, including "no shows". If the number of people served exceeds the reservation, you will be charged for the higher number. The number of plates used determines the final count.

The prices quoted do not include tax and tip unless a special arrangement is made. Tip is calculated at 18% on food bill. Tax is calculated at 5%.

Weddings are very special occasions requiring much additional preparation. They are priced accordingly reflecting these special considerations.

Furnishings are not to be moved or changed without specific permission from the management.

Additional candles may be used only with specific permission from the management.

Storage rooms and preparation areas are off limits.

We reserve the right to remove or have removed any guest who is making or causing a disturbance.

You will be responsible for any damage to the Harrison Hills Golf and Country Club furnishings or property caused by you or your guests. If excessive clean up time is needed following your party, you will be charged accordingly.

For health and safety reasons, we do not send unused or leftover food home after your party, so do not ask. Your reservation is for a \_\_\_\_\_ number of people with a specific menu. You will be charged for that number of people. There will also be a charge for additional people. **THIS IS OUR FIRM POLICY.**

Please return one (1) signed form.

Signature \_\_\_\_\_

Date \_\_\_\_\_