

Request for Facility Use



Date: _____

Organization: _____

Number of Guests: _____

Function Type: _____

Breakfast: _____ Lunch: _____ Dinner: _____ Buffet: _____

Member: Yes: _____ No: _____

* Please read before signing this document.

Criteria for Functions: A \$500.00 non-refundable room rental fee applies and must be paid as a deposit to confirm reservation. The Board of Directors of Beaver Hills reserves the right to deny any application for facility use. Members are entitled to a reduced room deposit. If the function is canceled at the request of the booking party, this deposit is non-refundable. In addition, any event requiring the use of the Club's facilities on a Friday or Saturday evening must incur a minimum \$2500.00 in expenditures. If a party cancels less than 10 days prior to the function, an additional charge of up to \$500.00 may apply to cover the cost of items purchased and potential loss of income.

A guaranteed guest count must be given not less than 14 days prior to the event. There is a minimum guest charge of 50 individuals. The booking party will be charged a minimum of 100% of that guaranteed number. Beaver Hills Country Club will prepare for the guaranteed number and if guests over the guaranteed number are served, the booking party will be charged for the actual number of guests in attendance. The balance over and above the \$500.00 room deposit fee must be paid at the conclusion of the event. Failure to make payment on the day of the event will result in the account being delinquent and immediately subject to a finance charge of 1.5% per month, with a minimum charge of \$25.00. All functions will be billed on one check. It is the responsibility of the booking party to collect from all attendees except members who may be billed through the club. Beaver Hills Country Club does not allow alcohol or food purchased elsewhere to be brought onto the premises.

I understand and agree to act in accordance with the terms set forth above. In addition, I hereby waive all claims for myself, my heirs and assigns, the sponsors, cooperating and coordinating groups, and any individuals associated with the event, and will hold them harmless for any and all injuries or illness which may result from our participation. I further state that all participants are in proper physical condition to engage in this event. I also give my permission to the media to use my name and/or picture in any newspaper, broadcast, telecast, or any other account of this event, without limitation, and without any obligation to anyone to compensate me or my organization further therefore.

Signature: _____

Date: _____

Authorized Agent: _____