



ELMWOOD

golf & country club

Menus:

Our menus are suggestions only. The Kitchen Manager, Steve Trim, would be pleased to design a menu to meet your specific needs. You can view our catering menus at www.elmwoodgc.com.

Event Confirmation:

In order to provide you with the best possible service, confirmation numbers for meal functions are required 72 hours prior to your event. If your confirmation number is not received you will be billed for the original number of guests for which the function was booked, or the actual number in attendance, whichever is greater.

Food Service:

Due to Public Health Regulations, any food left over from functions in the banquet rooms cannot leave the premises, with the exception of wedding cakes. Elmwood Golf Course does not allow food to be brought in from any outside locations.

Gratuities:

Please figure on budgeting a 15% gratuity. Elmwood Golf & Country Club does not set a mandatory gratuity and we believe tips should be determined on food quality and service, so please tip accordingly.

Linens:

The minimum charge for linens will be \$50 for ALL functions. The cost will increase with the number of linens required for the event, ranging in price from \$10-\$30 per linen. Cost depends on color, size and quantity.

Rental Agreement in the Off-Season:

Groups of 41 - 160 people will automatically be given the main dining room in the Clubhouse. If requesting a private function, which prevents us from renting the Cedar Room for another function on the same date, an additional \$200 will be applied to the rent.

Groups of 40 or less will automatically be given the Cedar Room for ALL functions. If requesting the main dining room and a private function, which prevents us from booking another function on the same date, maximum rent of \$500 will be applied. If no other reservations are confirmed on the date of function, the main dining room may be used as an option at the initial rental rate outlined for the Cedar Room.

If multiple small groups reserve the same evening and share the floor space in the main dining room, the rent will be reduced by \$100.00 for each group.

ROOM RENT IS AS FOLLOWS:

Clubhouse and Cedar Room Rental fees during the Off Season - October 16th to March 31st :

Clubhouse - Capacity 140: \$300

Cedar Room - Capacity 40: \$200

Clubhouse and Cedar Room Rental fees during Golf Season - April 1st to October 15th:

Clubhouse: 2:00 pm – 2:00 am \$1000.00 with no confirmed meals \$800.00 with confirmed meals

OR \$100 per hour

Cedar Room: \$100

****Please note that a minimum of 20 people will be required to book the Cedar room for food services. ****

***Elmwood Members Receive \$100.00 off Clubhouse/Cedar Room rental booking* (With confirmed meals only)**

Number of Guests for your event: (please choose location and indicate number of guest attending below)

Clubhouse 0 - 160 people _____ guests

Cedar Room 0 - 40 people _____ guests

Please print and sign a copy of our terms and conditions and return ASAP to confirm your event. You may also call 306-778-4653 or email sreinhardt@elmwoodgc.com & ctremain@elmwoodgc.com in regards to available dates and menu choices.

Customer Signature: _____

Date Requested: _____