



WELCOME TO THE SUNDRE GOLF CLUB

The Sundre Golf Club is a charming space located deep in the majestic foothills. Olering the perfect setting for a memorable event, this golf course venue olers a simple canvas that can be customized to any vision.



CEREMONIES

Our grass pavilion is a beautiful outdoor setting, ideal for ceremonies. Simple, yet elegant this intimate space (seats 75) is perfect for you and your guest.

There is a \$500 charge for any ceremonies held on the grass pavilion.



ROOM RENTAL

Sundre Golf Club hosts up to 100 guests comfortably Room rental fee is \$500 plus tax

With the room rental, you are entitled to the following:

- Private use of the banquet room for the day
- Podium and microphone
- Use of projector
- Complimentary coffee, tea and water station

DINING OPTIONS

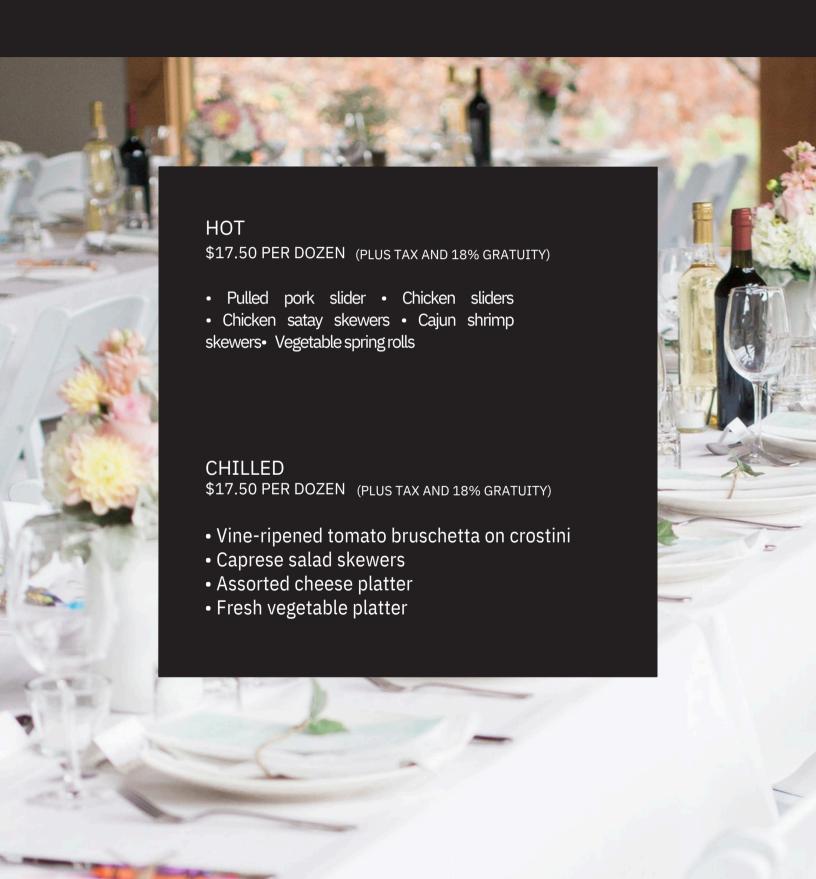
All menus can be customized to your liking with our Food and Beverage Manager.

Buffet Meal starting at \$40/person



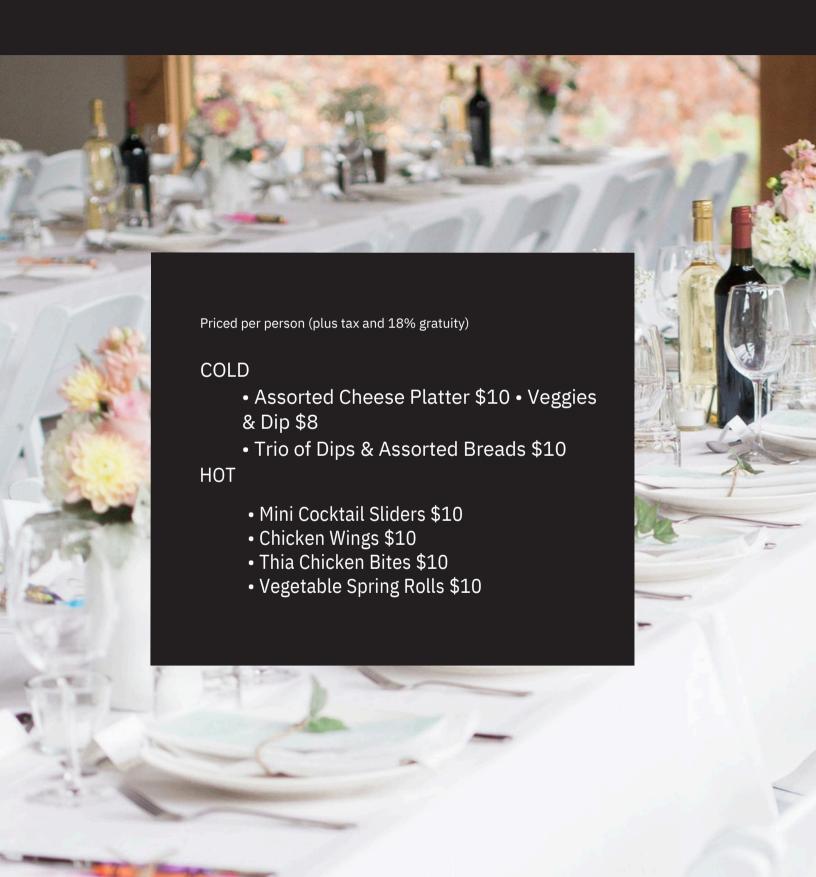
Cocktail Hour

Please discuss any other food requests with our Food and Beverage Manager.



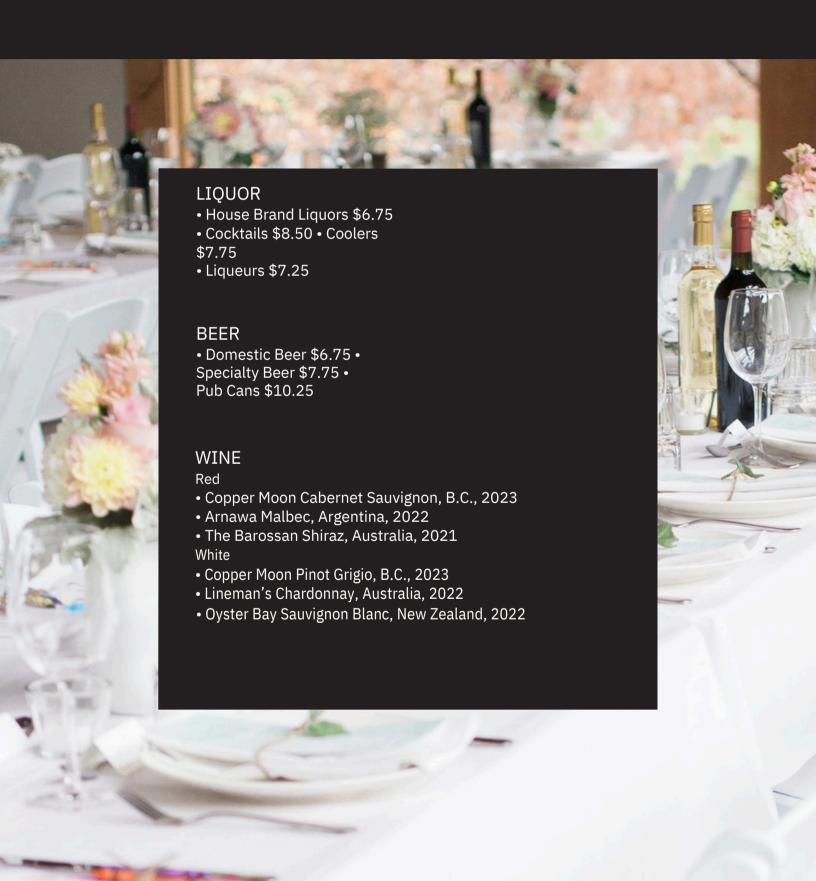
Midnight Lunch

Please discuss any other food requests with our Food and Beverage Manager.



BAR MENU

Please discuss any liquor requests with our Food and Beverage Manager.





ACCOMODATION

Newly built in 2013 and located in the heart of town, the Best Western Plus Mountain View Inn and Suites is Sundre's recommend hotel. Cozy and comfortable our hotel is the perfect place for you and your guests to lodge for the weekend.

POLICY & PROCEDURE

Upon the signature of these terms & conditions (and the receipt of the deposit) this event shall be considere confirmed.

Deposit

The Club requires a \$500.00 non-refundable deposit to secure the space for the event. The deposit will be regarded as a down payment towards the total cost of the event. Groups that request a change to their wedding reception date after the deposit is paid will be required to pay a new deposit for the new date as all deposits once paid, are non refundable. A valid credit card number is mandatory to guarantee the event booking.

Guarantees

A guaranteed number of guests are required 14 days prior to your event. This number may only increase. Final increase in numbers is required 10 business days prior to the event. Any increases exceeding 5% of th final guaranteed guest count are subject to a \$50.00 per person surcharge on top of the menu price. Final numbers are considered firm and may not decrease.

Payment

Weddings require 100% prepayment of the estimated event total charges (including food, beverage and room rental), 14 days in advance. A valid credit card number is required for our files and final payment mus be settled within two weeks following your event. Any balance remaining unpaid after this time frame will be applied to the credit card number on file.

Food & Beverage

Wedding packages difer from year to year. Current package prices and menus are not guaranteed for the following year. All food and beverage must be supplied by Sundre Golf Club (wedding cakes exempt) Provincial liquor laws prohibit licensees from allowing any individual or group to provide their own alcoholi beverages from an outside source. Food and beverage requirements are to be finalized 14 days prior to the event.

Liquor Standards

ID must be provided when purchasing alcoholic beverages. At any given time, if the guest is deemed to be intoxicated, Sundre Golf Club will not serve alcoholic beverages to that particular guest and arrange a means of transportation to leave the premises at their own expense. There is a zero tolerance for alcohol or any type of drug consumption in the cars and in the parking lot. Alcohol brought on to the premises will be confiscated and guests will be asked to leave the premises. Sundre Golf Club reserves the right to close the bar for the safety of its guests and employees and/or close down the event. Please be advised due to liquor regulations the bar, cash or host, will be closed at 1:00am.

Decorating & Setup

Confetti/rice/silk rose petals are not permitted in or outside of the Clubhouse. If any of these items are foun a \$50 cleanup charge will be levied. All candles must be encased in glass holders (due to fire regulations). Please advise the catering department of any equipment, decorations, etc. arrival to ensure the proper set up. The use of nails, staples and pins (on the walls, wood or windows) is strictly prohibited. All decorating plans must be approved in writing by the catering department. Deliveries of decor may only be delivered th day of your event due to limited storage space. All deliveries must be clear labeled with the function date and name of host. A floor plan outlining the setup of the event is required 3 business days prior to the even A service charge of \$25 will apply to any changes made to the floor plan within the 3 business days of the event. If table overlays are being supplied, they must be at Sundre 48 hours prior to the start of the function

Liability

Sundre Golf Club reserves the right to inspect and monitor your event and discontinue services to all guest in the case of any violations of Club policy or Provincial & Federal laws. Sundre Golf Club assumes no responsibility for any loss or damage to goods, property, and/or equipment brought into the facility by the organizer and guests. The host agrees to indemnify Sundre Golf Club for any claims arising out of negligent or willful act by the host or any of its guests. The host is responsible for the conduct of guests and damages caused with intent incurred to the property, equipment or employees of Sundre Golf Club Children are permitted in designated function areas only and must remain under adult supervision at all times.

Photography

Sundre Golf Club and Totem Golf Ltd. reserves the right to take photographs at the event for the purpose of advertising and /or marketing.

Gratuity & GST

GST & Gratuity (18%) are not included in the prices listed and will be added (on the full amount) to your fina invoice.

Cancellation

Our cancellation policy requires that the catering department be informed in writing. Groups that request a change to their wedding date after the deposit is paid will be required to pay a new deposit for the new dat Deposits and prepayment amounts are Non-transferable and non-refundable.

BOOKING CONTRACT

Name:	-
Phone Number:	Email:
Address:	City: Province:
Postal Code:	
Credit Card (Circle one) Visa Mastercard	Name On Card:
Credit Card Number	Expiry : CVC:
Event Details	
Date: Estimated Number of Gues	ts:
Start Time:	
Ceremony: Cocktail Hour: Re	eception: Dance:
We have read, understand and will abide by the terms & policies as outlined in the Sundre Golf Club wedding package	
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