





## WELCOME TO THE SUNDRE GOLF CLUB

The Sundre Golf Club is a charming space located deep in the majestic foothills. Offering the perfect setting for a memorable event, this golf course venue offers 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 130 guests comfortably

Room rental fee is \$500 plus tax

Table linens are available through the Sundre Golf Club for a charge of \$7/person

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

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

# DINING OPTIONS

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

Buffet Meals starting at \$30/person

## INCLUDES

- Mixed bread rolls & butter
- Roasted baby potatoes
- Mixed vegetables
- Mini desserts
- Coffee/tea station

## SALADS (CHOOSE ONE)

- Mixed green salad, garnished with vegetables
- Quinoa salad with vegetables
- Classic caesar salad with rough chopped bacon & croutons

## HOT ENTREE (CHOOSE ONE)

Additional cost for more than one selection

- Grilled Chicken Breast
- AAA Alberta Strip Lion Steak
- Grilled Fillet of BC Salmon

# Cocktail Hour

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

## **HOT**

\$17.50 PER DOZEN (PLUS TAX AND 18% GRATUITY)

- Pulled pork sliders
- Mini beef sliders
- Chicken satay skewers
- Cajun shrimp skewers
- Vegetable spring rolls

## **CHILLED**

\$17.50 PER DOZEN (PLUS TAX AND 18% GRATUITY)

- Vine-ripened tomato bruschetta on crostini
- Caprese salad skewers
- Assorted cheese platter
- Fresh vegetable platter

# Midnight Lunch

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

Priced per person (plus tax and 18% gratuity)

## COLD

- Assorted Cheese Platter \$10
- Veggies & Dip \$8
- Trio of Dips & Assorted Breads \$10

## HOT

- Mini Cocktail Sliders \$10
- Chicken Wings \$10
- Thia Chicken Bites \$10
- Vegetable Spring Rolls \$10

# BAR MENU

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

## LIQUOR

- House Brand Liquors \$5.25
- Cocktails \$7.50
- Coolers \$6.50
- Liqueurs \$6.25

## BEER

- Domestic Beer \$5.25
- Specialty Beer \$6.25
- Pub Cans \$7.75

## WINE

### Red

- Copper Moon Cabernet Sauvignon, B.C., 2014
- Finca Los Primos Malbec, Argentina, 2013
- Yellow Tail Shiraz, Australia, 2013

### White

- Copper Moon Pinot Grigio, B.C., 2014
- Yellow Tail Chardonnay, Australia, 2014
- Oyster Bay Sauvignon Blanc, New Zealand, 2014





## 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 considered 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 the 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 must 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 differ 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 alcoholic 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 found 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 the 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 event. 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 guests 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 final 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 date. 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 Guests: \_\_\_\_\_

Start Time:

Ceremony: \_\_\_\_\_

Cocktail Hour: \_\_\_\_\_

Reception: \_\_\_\_\_

Dance: \_\_\_\_\_

We have read, understand and will abide by the terms & policies as outlined in the Sundre Golf Club wedding package

Signature: \_\_\_\_\_

Date: \_\_\_\_\_