



Jefferson Park Golf Course Banquet Room

The Jefferson Park Golf Course Banquet Room can accommodate 175 guests for a reception style and 100 seated for your reception. In addition to the Banquet Room our Veranda will accommodate 70+ rece.

**Weekend Rental Rates Year Round. *10% Discount Jan, Feb, March/Food Minimum \$20pp
Groups with a confirmed golf tournament of 20 or more receive up to a 25% discount on room rental**

<u>Banquet Room</u>	<u>Time</u>	<u>Rate</u>
Friday & Evening	5-1am	\$1200
Saturday Day	8-3pm	\$1000
Saturday evening	5-1am	\$1200
Saturday	All Day	\$2000
Sunday	Any 8 hours	\$1000

<u>Veranda</u>	<u>Time</u>	<u>Rate</u>
Friday & Evening	5-1am	\$250
Saturday Day	8-3pm	\$200
Saturday evening	5-1am	\$250
Saturday	All Day	\$450
Sunday	Any 8 hours	\$200

Monday through Thursday Rental Rates/Food Minimum \$20pp evening, \$15pp daytime events

JPGC Banquet Room	9-5pm	\$350
JPGC Banquet Room	6-12am	\$750
Veranda	9-5pm	\$150
Veranda	6-12am	\$200

Rental of The Jefferson Park Golf Course Banquet Room or Veranda includes tables and chairs for your event. We have: 10-60 inch round tables which seat up to 10 guests, 6- 8 foot rectangle tables, 8 high round cocktail tables and 100 chairs. All included in the rental price of the Jefferson Park Ballroom rental.

RESERVATIONS: To reserve a room and date please call The Jefferson Park Golf Course at 206-762-4513 ext 210. A deposit equal to your room rental will be required, along with a signed contract. \$200 of your deposit is a damage deposit and will be credited to your final bill if there is no damage done to the Clubhouse.

Catering: The Beacon Grill will provide all food & beverages (cakes excluded) for events at the Jefferson Park Golf Course Clubhouse. We are unable to send leftover banquet food home with our guests.

Once you have booked your event, Food & Beverage Manager will set up a meeting to customize your perfect event menu.

Your catering package will include the cost of food, service, dishes and flatware. Bar set up fee is \$150 per bar which includes glassware. With prior approval outside wine is allowed with a corkage fee of \$12 per bottle.

DEPOSITS AND PAYMENTS: After meeting with Food and Beverage Manager and a menu is agreed upon. We require a deposit schedule of \$500 from agreement date, \$500- (30) days prior to the event, with the remaining balance due (14) days before the event. There is a \$20 per person food minimum (not including beverages, tax and gratuity) on Fridays, Saturdays, and Sundays. There is a \$35 per person food minimum (not including beverages, tax and gratuity) for an all day Saturday rental. Weeknight and daytime food minimums are \$15pp (not including beverages, tax and gratuity).

DISHES & FLATWARE: Dishes and Flatware are included in your catering package and total menu price.

LINENS: White linens and table skirts are provided for buffet tables and your dessert table complimentary. All other linens are \$5 per table.

GUARANTEES: The final number of guests is due 14 days prior to your event.

Facility:

SET UP AND TAKE DOWN: The catering staff will do all setup and cleanup for your event but you will be responsible for anything you bring into the Clubhouse such as, decorations. Everything you bring in must be cleaned up and out of the Clubhouse by your contracted ending time. All music and beverage service will end one hour prior to your contracted ending time. (Please inform your entertainment provider of this). If food and beverage service is not needed, labor fees will apply depending on the event.

RENTAL TIME: Rental time will consist of the hours contracted. We ask that you do not enter the building until your designated time nor exit any later than designated. There will be a \$100 per hour fee with a one hour minimum charged should you arrive early or stay past your contracted time.

PARKING AND MAP: The Jefferson Park Golf Course Clubhouse has parking for your guests. The lot is complimentary and is available south of the Clubhouse.

ALCOHOLIC BEVERAGE SERVICE: Alcoholic beverages, beer, wine and champagne must be purchased through the Beacon Grill. A list of selections and prices are available upon request.

DECORATIONS: You will be responsible to provide any decorations for your event. We do not allow any confetti, rice or birdseed. Flower pedals must be silk and someone must be available to clean them up should you use them in a wedding ceremony!

AUDIO VISUAL EQUIPMENT: Please let us know if you have additional audio/visual needs. We currently provide 2 big screen TV's.

All pricing is subject to change without notice.