



501 Eagle Hills Drive – Papillion, NE 68133 – (402) 592-7788

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Banquet and Meeting Room Information

Whether your group is large or small, Eagle Hills is the perfect choice for your business meeting, rehearsal dinner, birthday party, graduation party, dinner party or golf outing. With seating up to 200, we are pleased to offer you first-rate accommodations with the finest amenities in our area.

Private Dining Room – “Blue Room”

For groups of up to 70, our beautiful private dining room is perfect for VIP and executive business meetings, luncheons and dinners. Enclosed and private, our dining room offers wireless internet connections with a quiet, comfortable working environment. This room also has an attached outdoor patio, perfect for intimate dinner parties, class reunions, birthday parties, anniversaries or rehearsal dinners.

Main Dining Room

The spacious dining room is equipped to accommodate groups of 75 or more, our largest room, with wall to wall windows overlooking Eagle Hills Golf Course. This room has a comfortable and casual atmosphere, including an attached patio with outdoor seating. This room is especially nice for class reunions, golf outings, wedding receptions and holiday cocktail parties.

Whole Facility

We will rent our whole facility for groups of 100 or more with a guaranteed minimum charge. Our facility has one of the most beautiful settings you can imagine, with the wall to wall windows overlooking our golf course providing a spectacular view. This setting lends itself well for intimate holiday parties, wedding receptions, birthday parties, golf events and casual or formal class reunion dinners.

Room Rental Fees

Private Dining Room	\$ 150
Main Dining Room	\$ 350

Additional Rental Fees

Set-Up and Clean-Up	\$ 50
Bartender Fees	\$ 20/Hour for first 60 guests
	\$ 15/Hour for next 60 guests
8' Skirted Tables	\$ 8/Table

Payment Guidelines

A \$100 deposit will be required to hold our private or main dining room. Final payment must be made on or before your scheduled function. Payment may be made by Visa, MasterCard, American Express, Cash or Company Check.

Decorations and Linens

No glitter or confetti is allowed in the facility and nothing is to be attached in any way to the walls, ceiling, floors, or furniture. Any exterior decorations or signs **MUST** be approved in advance by management. All candles must be enclosed in a lamp or votive. Placement of candles larger than a votive **MUST** be approved in advance.

Eagle Hills Golf Course uses black linen tablecloths. There will be a charge for linen \$2.00/Tablecloth and \$0.50/Napkin.

Breakfast and Brunch

Basic Continental

Assorted Muffins – Bagels – Donuts
Chilled Orange Juice – Coffee – Decaf Coffee
3.95++per person

Deluxe Continental

Assorted Muffins – Bagels – Donuts
Fresh Fruit Tray
Chilled Orange Juice – Cranberry Juice
Coffee – Decaf Coffee
5.95++per person

Prices Do Not Include 7% Sales Tax and 18% Service Charge

Afternoon Snacks

Got the "Munchies"

Chex Mix with M'M's
Popcorn – Potato chips
Homemade tortilla chips with salsa
5.95++per person

Cookies 'n Brownies

Assortment of Bakery Cookies
Chocolate Decadent Brownies
3.50++per person

Cookies 'n Such

Assortment of Delicious
Bakery Cookies
10.00++per dozen

Prices Do Not Include 7% Sales Tax and 18% Service Charge

Lunch Entrees

Grilled Chicken Salad

Mixed greens topped with grape tomatoes,
Shredded cheese, crisp bacon, hard-boiled egg,
Scallions and grilled chicken breast
Served with choice of dressing and homemade muffin
9.95++per person

Caesar Chicken Salad

Crisp romaine lettuce lightly tossed
In our Caesar dressing
W/ parmesan cheese, grape tomatoes,
Crisp bacon and garlic herb croutons
Topped with sautéed seasoned chicken
Served with a homemade muffin
10.95++per person

Tuna Salad Sandwich

Homemade tuna salad served on Marble bread
With lettuce, and tomato
Served with fresh fruit and chips
8.95++per person

Grilled Chicken Sandwich

6 oz. grilled chicken breast served on a Kaiser bun
With melted Swiss cheese, lettuce, tomato and onion
Served with pasta salad and chips
9.95++per person

Turkey Club Wrap

Shaved smoked turkey, crisp bacon,
Shredded cheese, diced tomato, lettuce and mayo
All wrapped up in warm tomato basil wrap
Served with fresh fruit and chips
9.95++per person

Deli Sandwich

Shaved smoked turkey, honey ham or pastrami
Served on Marble bread or Hoagie bun
With lettuce, tomato, Swiss cheese and mayo Served
with potato chips and fresh fruit
8.95++per person

"Eagle" Burger

Half pound ground beef patty
Served on a toasted Kaiser Bun
With Swiss cheese, lettuce, tomato, onion and pickles
Served with pasta salad and chips
9.95++per person

Chicken Salad Sandwich

Homemade chicken salad served on Marble bread
With lettuce and tomato
Also served with fresh fruit and chips
8.95++per person

Southwest Chicken Wrap

Grilled chicken breast gently wrapped in a warm
Tomato basil tortilla with green leaf lettuce,
Pico de gallo, black olives, pepper jack cheese and
Spicy ranch dressing
Served with potato chips
9.95++per person

BBQ Pork Sandwich

Seasoned shredded pork butt with spicy BBQ sauce
Served on a Kaiser bun
With shredded cheese and jalapenos
Also served with creamy coleslaw and chips
9.95++per person

Entrees include coffee and Iced Tea

Prices Do Not Include 7% Sales Tax and 18% Service Charge

Lunch or Dinner Buffets

(Minimum of 30 Guests)

Soup and Salad Bar

Mixed Greens – Fresh Spinach
Assorted toppings – Assorted dressings
Broccoli Raisin Salad – Marinated Greek salad
Dinner Rolls w/ Butter

Choice of two soups:

Chili – Vegetable Beef
Cream of Chicken with Rice – Cheeseburger
Broccoli Cheddar – Chicken Tortilla
11.95++per person

Add grilled chicken breast

2.95++per person

Grilled Chicken Buffet

6 oz. grilled chicken breasts
Served with bakery buns and condiments
Served with
Marinated pasta salad – fresh fruit – Chips
11.95++per person

BBQ Pork Buffet

Shredded seasoned pork butt w/ spicy BBQ sauce
Served with Kaiser buns, shredded cheese and jalapenos
Also served with creamy coleslaw, baked beans and chips
10.95++per person

Fried Chicken Picnic

Crispy Fried Chicken
Homemade country potato salad
Marinated pasta salad – Baked beans
Biscuits w/ honey
13.95++per person

Burger Buffet

8 oz. ground beef patties
Served with Kaiser buns and condiments
Also served with baked beans, pasta salad and chips
9.95++per person

Backyard Barbecue

8oz. ground beef patties and Italian sausage
W/ sweet red pepper, condiments, and buns
Served with
Homemade pasta salad, baked beans and chips
Cookies
11.95++per person

Italian Flair

Salad Bar w/ Assorted Toppings and Dressings
Dinner Rolls

Choice of two:

Homemade Meat Lasagna
Bruschetta Chicken – Chicken Piccata
Vegetarian Lasagna – Parmesan Chicken
Cookies and Brownies
16.95++per person

Taco Bar

Seasoned ground beef
Shredded cheese, diced tomatoes, lettuce
Sour cream, salsa and tortilla flours
Served with refried beans
Cookies and brownies
10.95++per person

Buffets include coffee and Iced Tea

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Hors d'oeuvres

(Each Tray Serves 50 – Recommend 4 to 5 Selections)

Oriental Chicken Satays

125.00++per tray

Swedish or Cranberry Chili Meatballs

85.00++per tray

Warm Spinach and Artichoke Dip

95.00++per round chafing dish

English Cucumber Sandwiches

75.00++per tray

Fresh Fruit

150.00++per tray

Cranberry Brie w/ Crackers

65.00++Per Tray

Vegetables with Dip

100.00++per tray

Southwestern Layer Dip

75.00++per tray

Tortilla Pinwheels

75.00++per tray

Jumbo Shrimp Cocktail

18.00/Lb.

Cheese and Cracker

65.00++per tray

Prices Do Not Include 7% Sales Tax and 18% Service Charge

Hors d' Oeuvre Buffets

(Minimum of 30 Guests)

Afternoon Buffet

Cheese and Cracker Tray
Cranberry Chili Meatballs
Bacon Wrapped Lil Smokies w/ Apple Syrup
Fresh Fruit
Vegetable and Relish Tray w/ Dip
11.95++per person

Suited for Dinner

BBQ pork sandwiches w/ Cocktail Buns and Condiments
Fresh Fruit
Bacon Wrapped Lil Smokies w/ Apple Syrup
Mexican Layer Dip – Guacamole – Pico de gallo – Chips
Assorted Vegetables w/ Dip
15.95++per person

Very Special Occasions

BBQ Pork Sandwiches w/ Cocktail Buns and Condiments
Caesar Salad Station w/ Grilled Chicken Strips
Jumbo Shrimp Cocktail
Fresh Fruit
Tortilla Pinwheels w/ Salsa
Cheese and Cracker Tray
20.95++per person

Buffets include coffee and Iced Tea

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Delicious Desserts

Turtle Cheesecake

Delicious cheesecake
Goosey chocolate center and caramel topping w/ Pecans
Graham cracker crust
4.95++per person

Ultimate Chocolate Cake

Layers of delicious chocolate mousse
And dark chocolate cake
With a chocolate cookie crumb crust
Chocolate Lovers Delight
5.95++per person

New York Cheesecake

Extra tall New York cheesecake
Topped w/ fresh raspberries and blueberries
Drizzled with our berry sauce
4.95++per person

Triple Layer Carrot Cake

Delicious Layers of Carrot Cake
And Whipped Cream Cheese Frosting
5.95++per person

Brownie Sundae

Delicious chewy-nutty brownie
Topped with French vanilla ice cream
Chocolate sauce, whipped topping and cherries
4.95++per person

Raspberry Tuxedo Cheesecake

Layer of dark chocolate
Topped with white chocolate cheesecake
And swirls of raspberry filling
5.95++per person

Dessert Buffet

Assorted Cookies
Brownies – Lemon Bars – Pumpkin Bars
Mini Cheesecakes
6.95++per person

Prices Do Not Include 7% Sales Tax and 18% Service Charge

Beverages

Well Drinks

Barton Vodka
Passport Scotch
San Juan Rum
Heaven Hill Gin
Kentucky Deluxe Bourbon
Juarez Tequila
4.00

Domestic Beer

Canned Beer - 3.00
16 oz. Tap - 2.75
Pitcher - 7.50
Keg - 250.00

Miscellaneous

20 oz. Soda - 2.50
Fountain Soda - 1.50
Bottled Water - 2.00
Fruit Juice - 2.50
Coffee - 1.50
Unlimited Fountain - 2.00/guest
Pots of Coffee - 25.00
Pitchers of Soda - 5.00

Call Drinks

Absolut
Dewars
Captain Morgan - Bacardi
Tanqueray - Miller's
Jim Beam - Jack Daniels
Jose Cuervo
5.00 - 6.00

Import Beer

Canned Beer - 4.00
16 oz. Tap - 3.75
Pitcher - 9.50
Keg - 300.00

Special Drinks

Bloody Mary
Margarita
Screwdriver
Sea Breeze
5.00 - 6.00

Premium Drinks

Kettle One - Grey Goose
Chivas - Glenfiddich - Glenlivet
Assorted Cordials
Beefeaters - Bombay Sapphire
Crown Royal - Maker's Mark
Don Julio
6.00 - 9.00

House Wine

187 ml Bottle - 4.00
750 ml Bottle - 20.00
Champagne - 25.00
Ask to See Wine List

Premium Cocktails

Cosmopolitan
Baileys and Coffee
Jaeger Bombs
Gold Margarita
6.00 - 8.00

Prices Do Not Include 7% Sales Tax or 18% Gratuity

Eagle Hills Rental Contract

GENERAL INFORMATION

TODAY'S DATE: _____

EVENT NAME: _____ COORDINATOR: _____

ADDRESS: _____

PHONE: _____ E-MAIL: _____

EVENT INFORMATION

DATE: _____ DAY: _____ TIME: _____

PRELIMINARY GUEST COUNT: _____ FINAL GUEST COUNT DUE: _____

ROOM RENTAL FEE: _____ DEPOSIT: _____ RECEIVED: _____

The event coordinator, prior to Eagle Hills hosting the event, must initial the following policies and procedures followed by signing and dating this contract.

1. _____ A deposit of \$_____ is due within one week of booking your event. *Cancellation within 90 days of your event will result in the forfeiture of deposit. The deposit will be applied to final bill.*
2. _____ The rental contract serves as a rental guarantee. A menu contract must be accompanied upon final menu selection.
3. _____ A bartender fee is required \$20/hour for the first 60 guests and \$15/hour for additional 60 guests.
4. _____ Payment in full is required at the completion of the function. Check, cash, Visa, Mastercard or American Express.
5. _____ A **Second Count** is required two weeks prior to your event. Second count due date is _____. A **Final Count** is required four business days prior to your event. ***This guarantee cannot be reduced and is the minimum your group will be charges.***
6. _____ All beverages consumed on the site must be purchased from Eagle Hills.
7. _____ All Nebraska State liquor laws pertaining to drinking age will be enforced. Our policy prohibits alcoholic beverages and no-alcoholic beverages to be brought on or removed from Eagle Hills. Staff reserves the right to refuse service to anyone if management deems they have consumed alcohol in excess of what they can legally have.
8. _____ Security is not required, however it is recommended for larger events. ***Any damages caused to the premises will be the responsibility of the event coordinator and will be added to the final bill.***
9. _____ This contract must have the signature of both the Food and Beverage Manager and the Event Coordinator.

Signature of Event Coordinator: _____ Date: _____

Printed Name of Event Coordinator: _____

Food and Beverage Manager: _____ Date: _____

Eagle Hills Rental Contract Terms and Conditions

- A. CONTRACT – Must be 18 or older to enter into this rental contract for use of the facility. Must be 21 or older to enter into contract for use of the facility with events serving alcohol. This contract must be completed and returned as well as include a signature and FULL pre-payment of the rental in order to reserve the desired event date.
- B. INCIDENTALS – The rental must also be secured with a credit card in case of any incidentals (final bar tabs, damages, etc.) regardless if paying by check or being directly billed.
- C. CANCELLATIONS – The City of Papillion cannot be held responsible for inability to provide food/services due to inclement weather, terrorism, or acts of God, including without limitations, snowstorm, fire, earthquake, or flooding. Should any of these circumstances occur the client will be required to cover any cost incurred by the City of Papillion prior to that occurrence. Events will either be rescheduled or cancelled.
- D. FOOD – To ensure the quality, integrity and safety of all food products, food service duration (buffet) is limited to a maximum of 2 hours. Due to Health Department regulations, all prepared food that is not consumed during the function, will be disposed of by staff, or if food safe, packaged “to go” with a signed food waiver form. It is at the discretion of the caterer whether the food will be disposed or packaged. No outside food or drinks may be brought into the facility without the express written consent of management except for wedding cakes.
- E. IDENTIFICATION – The City of Papillion requires identification prior to serving guests of a questionable age. The City of Papillion reserves the right to refuse service to anyone that cannot provide proper identification, or who, in our judgment, appears to be intoxicated.
- F. DECORATIONS – No glitter or confetti is allowed in the facility and nothing is to be attached in any way to the walls, ceiling, floors, or furniture. Any exterior decorations or signs must be approved in advance by management.
- G. VENDORS/ENTERTAINMENT – Management must approve the use of all vendors and entertainment prior to the event, including but not limited to disc jockeys, bands, etc. Management will inform the renter of the appropriate delivery and setup times of all approved vendors. Vendors that arrive outside of the pre-arranged time may not receive access to the facility.
- H. INSURANCE – Management may require the renter to provide liability insurance to cover the event listing the City of Papillion as the additional insured.
- I. OTHER – The City of Papillion may cancel the contract of any person or organization as to the use of any portion of the facility when such person or organization, in the opinion of management or the City Administrator, is not acting in the best interest of the public. Also note that this is a public facility; therefore, it will remain open to the public during the event.
- J. LEGAL RESPONSIBILITY – Renter shall be solely responsible for any theft or damage to the premises or equipment caused by renter, guests, independent contractors or other agents of the renter including excessive clean-up incurred because of damages. Client agrees to indemnify and hold harmless the City of Papillion for any damage, theft, personal injury, or loss of property (including without limitation, equipment, plates, utensils and motor vehicles) occurring at the event that is caused by persons attending the event.
- K. LEGAL FEES – In the event that attorneys’ fees or other costs are incurred to secure performance of any of the obligations herein provided for, to obtain damages thereof, or to obtain any other appropriate relief, whether by way of prosecution or defense, the prevailing party shall be entitled to recover from the losing party reasonable attorneys’ fees and cost herein.

I HAVE READ, UNDERSTAND, AND AGREE TO THE ABOVE CONDITIONS AND TO THE INFORMATION PROVIDED.

Food and Beverage Manager

Date

Event Coordinator

Date