

Evergreen Golf Course and Restaurant

11694 West Church Rd NE • Mt Angel, OR • 503-845-9911 or fax 503-845-6935

Event Reservation Contract

Group Name: _____ Phone: _____

Person Responsible: _____ Phone: _____

Address: _____ Fax: _____

Event Date: _____ Arrival Time: _____ Dinner served: _____

Facility Use fee: \$3.00 per guest (Minimum group size: 50 guests) Number of guests @ \$3.00 = \$ _____

Facility use fee includes: • 4 hours use; each additional hour \$75.00.

- tables, chairs, and tablecloths
- china, tableware, napkins, and water glasses
- Event setup and cleanup

Number of dinners: _____ @ _____ Number of dinners: _____ @ _____ Dinner Total _____

If number of guests decreases the meal price will change accordingly

Meal will be served buffet style, and will include the following:

Entrée's: _____

Side Dishes: _____

Hor D'oeuvres: _____ Number of Hor D'oeuvres _____ @ _____

Dessert: _____ Number of desserts: _____ @ _____

(Dessert Service for guest provided cake: \$1.50 per person)

Bar Service:

- Hosted (group pays for all beverages consumed) _____
 - Limited Hosted (group pays for all beverages up to set limit) _____ Limit \$ _____
- (For hosted and limited hosted service add 15% gratuity)

TOTAL ANTICIPATED COST OF EVENT (WITHOUT BEVERAGE CHARGES) _____ \$ _____

Food and beverage bill to be paid in one lump sum with a minimum 15% gratuity added.

Please submit \$200 deposit with this form (deposit will be credited to total charges if contract honored.)

POLICIES:

- Receipt of deposit will reserve your event date and time. Payment will be accepted in the form of cash, check, or credit card. Total number of guests must be confirmed 7 days prior to event.
- **Minimum dollar amount for food and facility use is \$750 excluding gratuity and alcohol.**
- **All alcohol must be purchased from Evergreen Golf Course & Restaurant.**
- Organization and/or person(s) responsible will be held liable for any damage to restaurant or golf course property, specifically damage to turf or greens by improper footwear, running, etc.

I have read and agree to the above conditions:

Signature of Responsible Party: _____ Date: _____

Evergreen Restaurant: _____ Date: _____