

Banquet Guide



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Special Events Contract

Member or Organization: _____ Date of Event: _____
Nature of Function: _____ Time: _____
Contact Person: _____ Phone: _____
Address: _____
Sponsoring Member & CCC Acct. #: _____
Deposit paid & check #: _____

**** In order to book an event, a minimum deposit of \$500 is required. Deposit will be taken off of balance due at the conclusion of the event. CCC reserves the right to keep all or part of the deposit if obvious damage to the facility should occur**.**

Event Details & Charges

Facility or Room Charge: _____ Room: _____
Number of Guests: _____
Meal Charge: _____ (Banquet Event Order attached)
Bartender Charge: _____ House Charge: _____
Room Set-up Charges: _____ Other Charges: _____

***All events will be charged a gratuity of 20% and are subject to sales tax.
Payment is due upon completion of event.***

Event Terms & Conditions

- ALL EVENTS MUST BE SPONSORED BY A MEMBER.
- Final arrangements must be made no later than 10 days prior to the event. At this time all menu selections as well as the number of guests will be final. All further changes will be subject to additional charges.
- Payment must be made at conclusion of the event. **CREDIT CARDS MAY NOT BE USED FOR PAYMENT.**
- Indiana State Health Regulations require that Crawfordsville Country Club provide all food and beverage items for events.
- State Excise Regulations prohibit alcoholic beverages from being brought onto the property by members & guests.
- **ALL GUESTS WISHING TO PURCHASE OR CONSUME ALCOHOLIC BEVERAGES WILL BE REQUIRED TO CARRY AND PROVIDE A VALID PHOTO ID.**
- Crawfordsville Country Club reserves the right to limit the consumption of alcohol by members & guests.
- The patron will be responsible for the booking of such services as DJ, band, wedding cakes, etc. Management must approve any outside contractors.
- The Crawfordsville Country Club is not to be held responsible for any decoration brought in that may be lost, stolen or destroyed. This also includes any item or items that may be left on the property.
- The club also requests that the event end at a curfew of no later than 1:00am with respect to club staff.
- **FOOD PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

Customer Signature _____ Date _____

Club Representative _____ Date _____

Description of Fees

Room Charge

\$ 200.00 per Room

You may request a room to be booked for your function based upon the number of guests attending the event and other events scheduled at that time. If this number fluctuates it may be necessary for the Club to reassign the room for your function. We also insist that notice of any changes in guest count be made at least 10 days in advance so that the Club may make the necessary adjustments for your event. At this time the guest count will become and remain final. Crawfordsville Country Club members are exempt from rental charges.

Clubhouse Charge

\$ 1000.00

This charge is for those receptions wishing to rent the entire Club. This would allow for the bar to be closed to the membership and the whole facility would be exclusive to wedding guests. In order to do this, the minimum number of guests must be 325 and at least 60 days notice must be given to allow for the membership to be sufficiently notified.

Room Set-Up Fees

\$ 2.75 per Person

A room set-up fee applies when the event is held in any room other than the main dining room or the grill and that room has to be set up for the event. This fee includes standard room set-up. Custom room arrangements are available, but additional set-up fees will apply. This also applies if extra staff must be brought in for the event. This fee does include any stock linens needed for the event. Room available for decorating at an arranged time the day of the event.

House Fee

\$ 2.00 per Person

A house fee will be charged for any events outside of normal business hours. Minimum charge of \$25.

Cake Service Fee

\$ 1.50 per Person

This fee covers plates, silverware, and serving of cake.

Bartender Fee

\$ 12.50 per Hour

A bartender fee will be applied for each bartender working your event. If the bar sales for your event exceed \$500.00, the bartender fee will be waived.

Deposit

\$ 500.00 per Event

A deposit will be required before the booking of any event. If the estimated sales of an event are less than \$500.00, the deposit can be lowered at the discretion of the General Manager.

Tax and Gratuity

20 % Service fees will be added to the event's bill along with the state regulatory sales tax of 7%. Gratuity will be paid out of these fees.

Additional Fees

Abuse of facility	\$ TBD
Late room set up	\$ 100
Special Cleanup Charge for confetti – glitter – feathers – etc.	\$ 150
Decorating night before event	\$ 100 / hr

Hors D'oeuvres Buffets

Option One: Choose Four of the Following

Domestic Cheese and Cracker Display
Fresh Vegetable Display with Dip
Fresh Fruit Display
Spinach and Cream Cheese Dip with fresh Chips
Deviled Egg Display
Southwest Dip with Fresh Chips
Grilled Vegetables

\$11.49 per person

Option Two: Choose Two of the Above and Two from Below

Swedish or Barbecue Meatballs
Honey Sesame Chicken Tenders
Stuffed Mushrooms
Southwest Tex-Mex Dip with fresh Chips

\$14.99 per person

Option Three

Choose five of any of the above to create your own Ultimate Hors D'oeuvre Buffet

\$17.49 per person

Ultimate Buffet

Set down with Chef Jeff & Rob to customize your own buffet.

***Ala Carte Hors D'oeuvres available as part of custom menu.**

*All buffets must have 32 people minimum.
We can also customize any buffet. Please call the club for details.*

Soup & Salad Buffet

All Soup & Salad buffets include rolls and butter, crackers, cookies & brownies and tea and lemonade.

\$14.99 EA

Soups: Choose Two

Cream of Broccoli
Tomato Bisque
Beef Vegetable
Chicken Rice
Potato Corn Chowder
Chicken Noodle
Cream of Mushroom

Salads Choose Three

Double Eagle Salad
Ceasar Salad
Country Ranch
Grilled Vegetables
Tortellini Salad
Cole Slaw
Cottage Cheese
Broccoli Salad
Pea Salad
Smokey Bean Salad
Macaroni & Cheese Salad
Deviled Eggs

*All buffets must have 32 people minimum.
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Plated Meals

All plated meals include salad, one starch, one vegetable, rolls & butter, tea, lemonade and coffee.

Pork Filet with BBQ Maple Glaze.....	\$18.95
Pork Filet with Bernaise.....	\$18.95
Chicken Marsala.....	\$18.95
Amaretto Chicken.....	\$18.95
Beef Tenderloin with Scampi Sauce.....	\$ 34.95
Beef Tenderloin with Bernaise.....	\$ 31.95

Salad Choices:

Caeser
Double Eagle
Country Ranch

Mixed Greens with choice of 2 dressings ... add \$1.50 per person

Starches:

Au-gratin potatoes
Garlic Mashed Potatoes
Roasted Red Skinned Potatoes
Red Skinned Potatoes with Butter & Parsley
Rice Pilaf
Country Mashed Potatoes

Vegetables:

Glazed Carrots
Herb Carots
Southern Green Beans
Green Beans Almondine
Steamed Broccoli or Asparagus \$1.50 additional

Deserts available upon request.

General Lew's Buffets

The Scholar's Buffet

\$21.95 per person

Choose two entrées, one salad, one vegetable, one starch, cookies & brownies, rolls, and tea & lemonade

All buffets must have 32 people minimum. We can also customize any buffet.

Beef and Pork Selections

Country Style Meatloaf with Traditional Glaze
Swiss Steak

Roasted Loin of Pork with Creamy Memphis BBQ Sauce

Poultry Selections

Baked Chicken Breast with Mushroom Supreme
Chicken Dijonnaise

Country Fried Breast of Chicken with Country Gravy
Honey Sesame Chicken

Seafood Selections

Whitefish Provencal with Olives, Capers and Sun-dried tomatoes

Baked Salmon with Lemon Caper Butter Sauce
Crispy Catfish

Salads

Tossed Salad with Choice of Dressings or

Caesar Salad
Potato Salad
Pasta Salad
Cole Slaw
Cottage Cheese

Vegetables

Old Fashioned Green Beans with Bacon and Onions

Green Beans Almandine
Steamed Vegetable Medley
Honey Glazed Baby Carrots
Buttered Steamed Broccoli (Add \$2.00 person)
Fresh Steamed Asparagus (Add \$2.00 person)

Starches

Au-gratin Potatoes
Roasted Garlic & Herb Mashed Potatoes
Roasted Red-skinned Potatoes
Red-skinned Potatoes with Butter & Parsley
Rice Pilaf
Country Mashed Potatoes

**** Add extra sides for \$1 per person per side****

Bar and Beverage Service

Cash Bar

Available upon request

Open Bar

Available for \$ 22 per person for 4 hours.

Beer , Wine & Liquor Service

Beer

*Miller Lite, Coors Light, Budweiser, Bud Light,
Michelob Ultra, MGD*

Our House Wine is Vendage.

Pricing

Self Serve Keg – Domestic	\$ 215.00 ea
Served Keg	\$ 250.00 ea
Wine (Bottle) 1.75 L	\$ 43.95 ea
House Champagne	\$ 18.49 per Bottle

- **ALL SPECIAL ORDER ALCOHOLIC BEVERAGES WILL BE PRICED PER EVENT AND MUST BE BILLED IN FULL.**
- **BY LAW, LEFTOVER ALCOHOL IS NOT ALLOWED TO LEAVE THE PROPERTY.**
- **BOTTLED BEER MUST STAY INSIDE THE BUILDING.**
- **ALL GUESTS MUST HAVE VALID ID**