



# Weddings



Country Club of Detroit

# Silver Wedding Package



Minimum of 150 guests required.

\$105 / person

## BUTLER PASSED HORS D'OEUVRES FOR ONE HOUR

Selection of Four Passed Hot and Cold Hors d'oeuvres

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## PLATED SALAD

Includes Freshly Baked Dinner Rolls & Butter

### SELECT ONE:

#### CCD GARDEN SALAD

Garden Lettuces, Cucumber, Carrot, Radish, Cherry Tomato, Red Onion, Parmesan, Ranch, Balsamic Vinaigrette

#### CAESAR SALAD

Crispy Romaine & Radicchio Lettuces, Garlic-Herb Croutons, Parmesan Cheese, Classic Caesar Dressing

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## PLATED ENTRÉE

### SELECT ONE:

#### ROSEMARY ROAST BREAST OF CHICKEN <sup>GF</sup>

Parmesan Polenta, Artichokes, Fava Beans, Pearl Onions, Mushrooms, Olives, Tomato Demi

#### PAN ROASTED AMISH CHICKEN BREAST <sup>GF</sup>

Parsnip Potato Puree, Haricot Vert, Roasted Tomatoes, Braised Shallots, Madeira Jus

#### CHICKEN PICCATA <sup>GF</sup>

Roasted Garlic Whipped Potatoes, Broccolini, Baby Carrots, Capers, Parsley, Caramelized Lemon, White Wine Jus

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## DESSERT

Includes Coffee & Tea Service

### CUSTOM MADE CLASSIC & TRADITIONAL WEDDING CAKE

Work with our Pastry Chef to Create your Elegant Wedding Cake

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## BAR

### FIVE AND HALF HOUR BAR & CHAMPAGNE TOAST

Standard Liquors, House Wine, Imported & Domestic Beer

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## YOUR WEDDING PACKAGE INCLUDES:

- \* Wedding Coordinator Services
- \* Standard Floor Length White Linen and Napkins
- \* Valet Service
- \* Table Numbers in Silver Frames
- \* Votive Candles
- \* Professional Service Staff and Bartenders

Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.

Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.

# Gold Wedding Package



Minimum of 150 guests required.

\$120 / person

## BUTLER PASSED HORS D'OEUVRES FOR ONE HOUR

Selection of Four Passed Hot and Cold Hors d'oeuvres

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## PLATED SALAD

Includes Freshly Baked Dinner Rolls & Butter

### SELECT ONE:

#### CAESAR SALAD

Crispy Romaine & Radicchio Lettuces, Garlic-Herb Croutons, Parmesan Cheese, Classic Caesar Dressing

#### MICHIGAN SALAD

Petite Lettuces, Dried Cherries, Green Apples, Raspberries, Chevre Cheese, Walnuts, Red Onions, Raspberry Vinaigrette

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## PLATED ENTRÉE

### SELECT ONE:

#### SEARED 8oz ANGUS FILET MIGNON <sup>GF</sup>

Whipped Potatoes, Broccoli, Roasted Baby Carrots, Mushroom Duxelles, Marchand de Vin

#### ROASTED TENDERLOIN OF BEEF <sup>GF</sup>

Potato Pavé, Sautéed Spinach, Glazed Baby Carrots, Trumpet Mushrooms, Red Wine Shallot Jus

#### PAN SEARED SCOTTISH SALMON <sup>GF</sup>

Potato Pavé, Broccoli, Roasted Baby Carrots, Onion Soubise, Fennel Mostarda

#### PAN ROASTED AMISH CHICKEN BREAST <sup>GF</sup>

Parsnip Potato Puree, Haricot Vert, Roasted Tomatoes, Braised Shallots, Madeira Jus

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## DESSERT

Includes Coffee & Tea Service

### CUSTOM MADE CLASSIC & TRADITIONAL WEDDING CAKE

Work with our Pastry Chef to Create your Elegant Wedding Cake

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## BAR

### FIVE AND HALF HOUR BAR & CHAMPAGNE TOAST

Standard Liquors, House Wine, Imported & Domestic Beer

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## YOUR WEDDING PACKAGE INCLUDES:

- \* Wedding Coordinator Services
- \* Standard Floor Length White Linen and Napkins
- \* Valet Service
- \* Table Numbers in Silver Frames
- \* Votive Candles
- \* Professional Service Staff and Bartenders

Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.

Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.

# Platinum Wedding Package



Minimum of 150 guests required.

\$140 / person

## BUTLER PASSED HORS D'OEUVRES FOR ONE HOUR

Selection of Five Passed Hot and Cold Hors d'oeuvres

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## PLATED SALAD

Includes Freshly Baked Dinner Rolls & Butter

### SELECT ONE:

#### MICHIGAN SALAD

Petite Lettuces, Dried Cherries, Green Apples, Raspberries, Chevre Cheese, Walnuts, Red Onions, Raspberry Vinaigrette

#### SPINACH & GOURMET GREENS SALAD <sup>GF</sup>

Arugula, Frisee, Endive, Seasonal Berries, Oranges, Feta, Pecans, Red Onion, Vanilla Honey Vinaigrette

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## PLATED ENTRÉE

### SELECT ONE:

#### FILET MIGNON & SEARED SALMON <sup>GF</sup>

Whipped Potatoes, Broccolini, Baby Carrots, Mushroom Duxelle, Onion Soubise, Fennel Mostarda, Marchand de Vin

#### FILET MIGNON & JUMBO GULF SHRIMP SCAMPI <sup>GF</sup>

Chive Risotto, Broccolini, Tomato, Caper, Basil, Garlic Butter

#### FILET MIGNON & SEA BASS <sup>GF</sup>

Lobster Whipped Potatoes, Asparagus, Trumpet Mushrooms, Red Wine Shallot Jus, Sauce Américaine

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## DESSERT

Includes Coffee & Tea Service

### CUSTOM MADE ELEGANT & DETAILED WEDDING CAKE

Work with our Pastry Chef to Create your Elegant Wedding Cake

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## BAR

### FIVE AND HALF HOUR BAR & CHAMPAGNE TOAST

Premium Liquors, Premium Wine, Imported & Domestic Beer

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## AFTERGLOW STATION

### CHOICE OF ONE AFTERGLOW STATION FOR ONE HOUR

See Afterglow Page for Food Selections

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## YOUR WEDDING PACKAGE INCLUDES:

- \* Wedding Coordinator Services
- \* Standard Floor Length White Linen and Napkins
- \* Valet Service
- \* Table Numbers in Silver Frames
- \* Votive Candles
- \* Professional Service Staff and Bartenders

Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.

Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.

# Diamond Wedding Package



Minimum of 150 guests required.

\$155 / person

## BUTLER PASSED HORS D'OEUVRES FOR ONE HOUR

Selection of Five Passed Hot and Cold Hors d'oeuvres

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## PLATED SALAD

Includes Freshly Baked Dinner Rolls & Butter

### SELECT ONE:

#### SPINACH & GOURMET GREENS SALAD <sup>GF</sup>

Arugula, Frisee, Endive, Seasonal Berries, Oranges, Feta, Pecans, Red Onion, Vanilla Honey Vinaigrette

#### CITRUS & FENNEL SALAD <sup>GF</sup>

Bitter Greens, Radish, Pistachio, Pink Peppercorn, White Balsamic Vinaigrette

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## SORBET INTERMEZZO

### SELECT ONE:

Lemon, Mango, Raspberry, Chef's Seasonal

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## PLATED ENTRÉE

### SELECT ONE:

#### FILET MIGNON & BUTTER POACHED LOBSTER <sup>GF</sup>

Truffle Whipped Potatoes, Broccolini, Baby Carrots, Shallot Jam, Port Reduction, Sauce Américaine

#### FILET MIGNON & TARRAGON BUTTERED KING CRAB <sup>GF</sup>

Roasted Onion Dauphinoise Potato, Asparagus, Seasonal Wild Mushrooms, Sauce Périgueux

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## DESSERT

Includes Coffee & Tea Service

### CUSTOM MADE ELEGANT & DETAILED WEDDING CAKE

Work with our Pastry Chef to Create your Elegant Wedding Cake

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## BAR

### FIVE AND HALF HOUR BAR & CHAMPAGNE TOAST

Premium Liquors, Premium Wine, Imported & Domestic Beer

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## AFTERGLOW STATION

### CHOICE OF ONE AFTERGLOW STATION FOR ONE HOUR

See Afterglow Page for Food Selections

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## YOUR WEDDING PACKAGE INCLUDES:

- \* Wedding Coordinator Services
- \* Standard Floor Length White Linen and Napkins
- \* Valet Service
- \* Table Numbers in Silver Frames
- \* Votive Candles
- \* Professional Service Staff and Bartenders

Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.

Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.

# Hors d' Oeuvres



## GARDEN

French Onion Toast *thyme, gruyere*  
Crispy Artichoke *lemon aioli, parsley*  
Cheese Puff Toast Round  
Stuffed Cherry Tomato <sup>GF</sup> *truffle chevre mousse, parmesan crisp*  
Vegetable Spring Rolls *sweet & sour dipping sauce*  
Mozzarella Arancini *tomato jam, crispy basil*  
Prosciutto Melon Skewers <sup>GF</sup>  
Grilled Cheese Finger Sandwich *tomato jam*  
Caprese "Sandwich" Skewer <sup>GF</sup> *cherry tomato, mozzarella, basil, olive oil, balsamic*  
Roasted Carrot Lollipop <sup>GF, Vegan</sup> *hummus, everything spice, parsley*  
Vichyssoise Shooter <sup>GF</sup> *chilled potato leek soup, chives*

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## SEA

Smoked Trout Canapé *horseradish cream cheese, cucumber caper relish, dill*  
Lobster Medallion Canapé *lemon truffle aioli, celery*  
Maine Lobster Profiteroles *lobster salad, savory gougere*  
Crab Cake Fritter *saffron aioli & roasted pepper jam*  
Crab & Avocado Club Canapé *tomato, bacon, avocado mousse*  
Tuna Tartare *crispy wonton, wasabi aioli, wakame & tobikko*  
Spanish Charred Tuna <sup>GF</sup> *saffron aioli, tomato olive relish, green onion*  
Smoked Salmon & Dill Canapé *pumpernickel, chive cream cheese, caper*  
Escargot Vol au Vent *mushroom duxelles, garlic, parsley butter*

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## LAND

Chicken Confit Croquette *hot honey*  
Sesame Chicken Strips *orange - ginger dipping sauce*  
Chicken Tostada <sup>GF</sup> *avocado, pico de gallo*  
Spanish Tapas Skewer *olive, serrano ham, manchego cheese, piquillo pepper*  
Bacon Wrapped Water Chestnut <sup>GF</sup> *bbq glaze*  
BLT Canapé *bacon mayonnaise, lettuce, tomato*  
Candied Bacon <sup>GF</sup>  
Pot Sticker *pork, scallion, soy dipping sauce*  
Petite Quiche Loraine *ham, bacon, onion & gruyere*  
Franks in a Blanket *dijon mustard*  
"Cocktail" Cheeseburger *ketchup, mustard, pickle, griddled onions*  
Tenderloin Canapé *mustard aioli, roasted pepper relish, chevre*  
Mini Reuben Finger Sandwich *corned beef, sauerkraut, swiss, 1000 island*  
Swedish Meatballs *caramelized milk gravy*  
Petite Beef Wellington  
Herbs de Provence Lollipop Lamb <sup>GF</sup> *smoked olive oil, sea salt*

# Afterglow



*These stations are intended as late night snacks to satisfy your guests late night hunger.*

*Add Cookies & Brownies to Any Station for an Additional \$2 / Person*

## HOUSE MADE PIZZA

*Choice of:*

- Four Cheese
- Cheese & Pepperoni
- Vegetable
- Italian Meats

*\$16 / Round Thin Crust (8 Slices)*

*\$24 / Rectangle-Focaccia Pizza (12 Slices)*

## CONEY ISLAND STATION

*(1 1/2 Hot Dogs / person)*

*\$8 / person*

Hot Dogs, French Fries, Coney Chili, Queso Cheese  
Diced Onions, Mustard, Ketchup, Relish

## CHICKEN FINGERS BUFFET

*\$8 / person*

French Fries, Assorted Dipping Sauces

## MINI CHEESEBURGER BAR

*(2 Cheeseburgers / person)*

*\$8 / person*

Griddled Onions, Pickles, Ketchup, Mustard, French Fries

## THE BREAKFAST CLUB

*\$8 / person*

Breakfast Burritos, Bacon, French Toast Dippers & Maple Syrup

# Beverage Packages



## WEDDING BAR PACKAGES

CCD reserves the right to refuse serving at any point during the event  
An extra hour add on to bar is \$4.00 per Person

### STANDARD

*Included*

Wheatley Vodka  
Bombay Gin  
Bacardi Rum  
Corazon Silver Tequila  
Dewar's Scotch  
Canadian Club Whiskey  
Jim Beam Bourbon / Jim Beam Rye

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### PREMIUM

*\$7/person*

Tito's Vodka / Ketel One Vodka  
Tanqueray Gin  
Corazon Reposado Tequila  
Captain Morgan / Mt. Gay / Myer's Rum  
Jack Daniels  
Buffalo Trace Bourbon / Bulleit Rye  
Johnny Walker Red Scotch  
Southern Comfort  
Baileys Irish Cream  
Kahlua  
Miller Lite / Labatt Light / Stella Artois / Atwater Dirty Blonde / Bell's Two Hearted Ale / Buckler NA  
CCD Premium Wines

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### SUPER PREMIUM

*\$10/person*

Grey Goose Vodka  
Hendricks Gin  
Casamigos Reposada Tequila  
Diplomatico Rum  
Johnny Walker Black / Glenlivet 12-yr Single Malt Scotch  
Crown Royal  
Woodford Reserve  
Baileys Irish Cream  
Kahlua  
Cointreau  
Miller Lite / Labatt Light / Stella Artois / Atwater Dirty Blonde / Bell's Two Hearted Ale / Buckler NA  
CCD Super Premium Wines

*Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.  
Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.*



# Wine Selections



*If specialty wines are requested for an event, they must be purchased by the case.*

## CHAMPAGNE & SPARKLING WINE

ARTE LATINO <i>Cava Brut</i>	\$30 / bottle
JEIO <i>Prosecco</i>	\$38 / bottle
CHARLES ELLNER "CARTE BLANCHE" <i>Brut Champagne</i>	\$50 / bottle
BERLUCCHI BRUT ROSE <i>Franciacorta</i>	\$50 / bottle

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## STANDARD WINE

COLUMBIA CREST <i>Cabernet Sauvignon</i>	\$30 / bottle
DELOACH <i>Pinot Noir</i>	
DELOACH <i>Chardonnay</i>	
13 CELSIUS <i>Sauvignon Blanc</i>	

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## PREMIUM WINE

DECOY <i>Cabernet Sauvignon</i>	\$40 / bottle
MEIOMI <i>Pinot Noir</i>	
NEWTON 'SKYSIDE' <i>Chardonnay</i>	
EMMOLO (BY CAYMUS) <i>Sauvignon Blanc</i>	

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## SUPER PREMIUM WINE

FRANCISCAN <i>Cabernet Sauvignon</i>	\$50 / bottle
BELLE GLOS 'CLARK & TELEPHONE' <i>Pinot Noir</i>	
DOMAINE DROUHIN-VAUDON CHABLIS <i>Chardonnay</i>	
GROTH <i>Sauvignon Blanc</i>	

*Prices are subject to change. All food and beverage costs are subject to a Michigan 6% sales tax and 20% service charge.  
Non-member sponsored events are subject to a mandatory sponsor fee of \$2 per person based on the final event guarantee.*

# Catering Policies



## A. MEMBER USE

Members may arrange with the Catering Director for personal use of banquet facilities. A room rental charge will not apply to meetings or events with food and beverage orders that are equivalent to two times the room rental for that designated room. Events over 25 people with no food and beverage require a room rental fee. A member must be and remain in good standing to book or sponsor a function.

\*Members may make reservations for a private function 24 months prior to the requested date of the event.

## B. SPONSORED USE BY NON-MEMBERS

By arrangement with the Catering Director, members may sponsor the use of banquet facilities for a non-member for which there will be a room fee and a mandatory sponsor fee of \$2 per person based on the final event guarantee. All bookings for sponsored events must be made by the sponsoring member. In sponsoring a function, the member assumes full responsibility for the conduct of guests, compliance with Club rules, and any debt or damage incurred to the Club. Sponsored events require a written letter of request that may be subject to Board approval. The sponsoring member will be responsible for payment should the Club be unable to come to a resolution with the non-member. The sponsoring member must be in attendance at the event.

\*Sponsored events may make reservations for a function 18 months prior to the requested date of the event.

## C. ROOM RENTAL AND CAPACITIES

A Room Rental fee will be charged for all sponsored functions occurring at the Club according to the following table:

<u>Room</u>	<u>Room Rental</u>	<u>Capacity</u>
Great Hall:	\$1,000	200
Balcony:	(with Great Hall)	40
French Room:	\$500	100
St. Claire Room:	\$500	80
Terrace Room:	\$300	40
Governor's Room:	\$100	30
Centennial Room:	\$100	24
Library:	\$100	15
Racquet Pavilion:	\$250	35
Main Dining Room: (food & beverage minimum applies)	\$1,000	100
Grille Room: (food & beverage minimum applies)	\$500	80
Wedding Ceremony Fee: (Fee applies to all member & sponsored weddings)	\$500	

\*Room capacities may be less based on table size selected, dance floors or soft seating areas.

## D. FOOD AND BEVERAGE MINIMUMS

In accordance with Club policy, the Main Dining Room, Porch and Grille Room will be available to our membership for food service according to regular dining hours. If you are interested in reserving the entire Club, including the Main Dining Room, or the Grille Room a food and beverage minimum will apply. For the Entire Clubhouse including the Main Dining Room either a guarantee of 350 people need to be in attendance at the event or a \$100 per person charge will be applied to meet the 350 person minimum. For the Grille Room a \$3,000 food and beverage minimum is required. Utilization of the entire Clubhouse is also subject to Board of Governors approval.

## E. DEPOSITS AND PAYMENTS

Deposits are required for all non-member functions. Deposits are equivalent to the room rental charge for a non-member and will be established by the Catering Director on a case by case basis and outlined in the contract. The deposit will be applied to the final invoice upon completion of the event. Initial Deposit is non-refundable.

For all sponsored functions, the estimated total bill is due one week prior to the event. Any remaining balance must be paid within 14 days of receipt of bill. A 1.5% penalty will be assessed on past due accounts.

# Catering Policies (cont.)



## F. DRESS CODE

Proper attire, as established by the House Committee and the Board of Governors, shall be required on Club premises at all times. Attire includes:

<b>Formal Attire:</b>	Men: Business Suit, Sports Coat and Tie Women: Dresses, Skirts, Dress Slacks
<b>Dressy Casual:</b>	Men: Collared Shirt and Sport Jacket Women: Appropriate Attire
<b>Casual:</b>	Golf Attire (including Collared Shirt), Slacks, or Bermuda Length Shorts No Denim or Cargo Shorts are Permitted

## G. DECORATIONS AND ENTERTAINMENT

The placement and removal of decorations and all entertainment arrangements for private functions must be coordinated in advance with the Catering Director. Please see the "Guidelines for Vendors" Document provided by the Catering Department.

## H. ADVERTISEMENT

There shall be no public advertising, public notices, promotions or coverage in any media (newspaper, radio, television or general circulation publications) of any event to be conducted at the Club without the express written permission of the Board of Governors. Any violations of this rule will result in the immediate cancellation of the function.

## I. FOOD AND BEVERAGE ARRANGEMENTS

**ALL** food and beverage must be provided by Country Club of Detroit, and will be consumed within the time frame of the event as stated on the banquet event order. Exceptions may be made for wedding or other specialty cakes (\$2 per person cake cutting fee will apply). If for special circumstances, specialty foods are required, the Club will procure them for the event. All details regarding the event with the exception of the final guest count (timeline, room set up, and food & beverage requirements) must be finalized with the Catering Director one month prior to the event. Prices for food and beverage are subject to change until one month before your event.

Alcoholic beverages, if desired, must be supplied by Country Club of Detroit. Country Club of Detroit operates in strict accordance with state regulations and the MLCC. Country Club of Detroit staff will not serve alcohol to anyone under the age of 21 and will restrict serving alcoholic beverages in the event of excessive consumption.

## J. CHOICE OF MENUS AND FEES

If you opt to offer your guests a choice between two or three separate entrees in advance of the event the following fees and policies will apply:

- \$2.00 per person fee will be assessed (an additional \$1.00 applies for each selection over three).
- Host is required to provide place cards for each person indicating the entrée they have selected.
- The final guaranteed number of each entrée is required one (1) week in advance of the event.

If you opt to offer your guest a choice between two or three entrees without a count guarantee prior to the event the following fees and policies will apply:

- \$5.00 per person fee will be assessed
- Group must be less than 25 people

## K. GUARANTEES

To ensure service standards for all functions (both member and non-member), an expected guest count must be given to the Catering Office ten (10) days prior to the event, and a final guarantee must be given three (3) business days prior to the event. The guarantee or actual guest count, whichever is higher, will be used for billing purposes. All events with a choice of entrée selections are required to give a detailed entrée selection count one (1) week prior to the event.

## L. TAX EXEMPTION

Sales-tax-exempt groups must sign a certificate noting tax exempt number and signature of organization representative with all proper information and provide to the Country Club of Detroit prior to the function.

# Catering Policies (cont.)



## M. CANCELLATION

The following cancellation fees apply to all private events booked:

- Advanced deposits are non-refundable.
- Events cancelled within (48) hours of the event will be subject to cancellation charges equaling 100% of anticipated event revenue.
- Events cancelled within 3-7 business days of the event date will be subject to cancellation charges equaling 75% of the anticipated event revenue.
- Events cancelled within 8-45 business days of the event date will be subject to cancellation charges equaling 50% of anticipated event revenue.
- Events cancelled 45-90 days prior to the event date will be subject to cancellation charges equaling 30% of anticipated event revenue.

Members registered for official club functions are subject to the following cancellation charges:

- Reservations cancelled within 48 hours of the event start will result in full event charge.

## N. DAMAGE TO CLUB

All repair work resulting from damage to the Club property will be completed by person or firms selected and supervised by the Club. Members will be required to pay for any damage to Club property. Members are at all time responsible for the actions of their guests or any organization that they have sponsored for use of the Club facilities. The use of nails, staples or other devices to affix decorations in any part of the Clubhouse is specifically prohibited.

## O. PERSONAL ARTICLES

Country Club of Detroit will not assume any responsibility for any loss or damage of any merchandise or articles left at the Club prior to, during, or following any function.

## P. ENTERTAINERS

Functions engaging entertainment should use discretion with respect to loud music or behavior that may be objectionable to other Club guests. Management reserves the right to exercise the final authority over bands, DJs, musicians and other entertainment, whether they are engaged by the Member/sponsored or through the Club. The Club will request entertainers to reduce their volume should the noise level be objectionable. Entertainers are not permitted to invite guests into the Club without management permission.

## Q. INCLEMENT WEATHER

The Club reserves the right to make the final decision to move an outdoor function inside during inclement weather, or based upon impending inclement weather, as predicted by the National Weather forecast. Parties will be moved due to wind, rain, cold or lightning storms. The decision to move such parties will be made at a minimum of four hours prior to the event or at the discretion of the Catering Director. Members/sponsors will be notified of the decision to the fullest extent possible.

## R. VALET

Valet service is required for every function.

Rates are as follows during regular Club hours:

- 30-100 guests-\$100.00
- 100-150 guests-\$200.00
- 150-200 guests-\$300.00
- For events over 200 guests rates will increase \$50 per 50 guests

*\*Valet charges are for service only and do not include gratuity. Gratuities are the responsibility of the individual guests.*

*\* Private events held on days the Club is closed will be subject to additional fees based on the size of the group.*

## S. COAT ROOM ATTENDANT

From November 1st through April 1st, the Club requires a coat check for functions exceeding 50 persons. The rate is a minimum of \$75 for four hours, \$20 per each additional hour.

## T. ADDITIONAL STAFFING

Additional bartenders and/or wait staff may be requested to service your guests at \$125 per additional staff.

# Vendor Policies



*The following guidelines and rules are proposed to enhance the understanding and working relationship between our independent vendors and the Club.*

- Access to rooms may be limited due to other functions. Please verify the availability and scheduled access time prior to your function. Rooms will be available for decorating 2 hours prior to the function unless other arrangements are made directly with the Catering Director. All vendors are required to contact the Catering Director to arrange for set up and pick up times. These times must be strictly adhered to due to other events happening at the Club.
- CCD is not responsible for any lost or damaged equipment.
- Vendor certificate of insurance must be made available to the Catering Director upon request.
- Club decorations are to be removed and replaced by Club staff only. If any change in décor is desired, please make arrangements in advance or speak with the manager on duty during set up.
- We request florists to be considerate in cleaning up any mess made during set up. The staff can provide florists with appropriate cleaning equipment. There may be an additional "clean up charge" to the host if extra services are required due to improper care taken by the florist or decorator.
- The Club prohibits using any adhesive or nails on any surface. Wiring to existing facilities is allowed.
- Our first obligation is to our members. Please be considerate when parking vehicles or using the front entrance. Also please clean up any work related messes. The Club is continually on display and being shown to guests by proud members.
- We request that you inform your vendors of the Club's dress code.
- Alcoholic beverage service is not permitted for entertainers, photographers and other outside vendors.
- Any bands playing outside must end by 12:00 a.m. per city ordinance.