

Minden Country Club On-Site Event Contract



Renter Information

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Email _____

Event Information

Date(s) _____ Expected Attendance _____

Type of Event _____ Event Start Time _____

Would you like a bar available? Yes No Event End Time _____

**All event tabs will automatically be charged a 20% gratuity when closed. **

Rental Time (including set-up and clean-up)

Start _____ End _____

Rates for Facility

Members

Upper Level only \$100
w/Bar Service \$150

Non-Members

Upper Level only \$200
w/Bar Service \$250

Upper and Lower Levels \$200
w/Upstairs Bar Service \$250

Upper and Lower Levels \$300
w/Upstairs Bar Service \$350

Upper level only rentals that overflow into the the lower level will be charged accordingly.

Cleaning

No nails/tacks to be used. Use of confetti is prohibited. Cleaning includes: wiping down all tables and chairs, vacuuming & taking trash out. If kitchen used: Sweeping & mopping kitchen, washing and putting away any dishes from the kitchen. Inability to clean will result in a \$200 cleaning fee applied to event invoice.

Rental/Damage Deposit

\$100 per level. Deposit will be applied to rental charge at time of event.

Deposit Paid _____ Check # _____

Note: The rental/damage deposit is required at signing. Deposit will be held until after the event and will be returned if property is left in good standing. Property damage will result in forfeiture of deposit. Actual rental fee (including linens if applicable) will be billed within 1 week of event, and is due upon receipt.

NO CALENDAR DATE WILL BE HELD FOR MORE THAN 2 WEEKS WITHOUT A DEPOSIT.

Additional Fees/Charges

Table Cloths _____ @ \$5.00 each
Napkins _____ @ \$.25 each

Total Charges

Facility Charge _____
Linens (if applicable) _____
Subtotal _____
Tax _____

Rental Charge _____

Catering Information

Does your use of our facility require outside catering? Yes No

Catering Co: _____ Phone _____

Address: _____

City _____ State _____ Zip _____

Contact Person _____

Disclosure & Signatures

By signing the Rental Contract, the renter acknowledges having read and comprehends this contract, and understands that this rental contract is binding on both parties and the organizations they represent. Renter agrees to abide by all MCC contract guildelines.

Renter

Minden County Club

Printed Name _____

Printed Name _____

Signature _____

Signature _____

Date _____

Date _____

Notes:

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