

# ***RENTAL TERMS & CONDITIONS***

***NO LOADING FROM FRONT DOOR – NO CARS PARKED IN FRONT OF BUILDING  
USE LOADING AREA ON THE SIDE OF THE BUILDING, PLEASE LOAD THEN DECORATE  
KEEP DOOR CLOSED AS MUCH AS POSSIBLE , IT WILL KEEP YOUR EVENT COOL***

**TIME GUIDELINES** – 4 hour minimum rental per event, **available evenings from 6:00 PM – 12:00AM**

**SET UP GUIDELINES** – **Set up available same day of event after 2pm**  
You are allowed up to 4 hours set up time before your event  
You are allowed 1 hour after event for clean up of room and break down of decorations  
**Golfers may be present during set up as the golf operation is open until 6:00PM**

**AM HOURS CHARGE** – Events that end after midnight(12am) will be charged \$150 per additional hour after midnight

**DECORATION** – Is your responsibility. All decoration must be removed immediately after your event

**SEATING CAPACITY** – Banquet Tables & Chairs included for up to 125 People  
*see details on info sheet*

**CEREMONY AREA** – Located outside, adjacent to the 1<sup>st</sup> Hole Tee Box. Rental includes use of required the area and up to 120 black plastic folding chairs.

**DEPOSIT** – **\$250 deposit required** to reserve the date. **Balance due 7 days prior to event**

**CANCELLATION** – Written cancellation notice must be given 60 days before your scheduled event date to receive refund of deposit

**NOT PROVIDE** – Linens, Napkins, China, Silverware, Microphone, DJ's, Decorations  
Extra Tables & Chairs, Rinsing of Dishes & Utensils, Rental and repackaging, Stacking of any rentals for pick-up and Servers

**BEVERAGES** – **No beverages are permitted to be brought onto the club premises**  
Alcohol, Beer, Soft Drinks, Water and Wine are NOT permitted to be brought onto the club premises. Violation will lead to immediate cancellation of event

**STAFF** – One Staff Bartender is included. **Events above 80 people require an extra bartender**  
Extra Bartender \$75 (30 days notice required)

**CLEANING** – Is your responsibility. Optional cleaning service is available for \$75 (30 days notice required)

**MIXERS** – All open bars feature Pepsi brand mixers

**LIQUOR** – Village Golf Club may substitute liquor brands it deems to be equal or better in quality

**SPECIAL REQUESTS** – Requested beverages not listed in beverage section will be obtained by the club and must be requested at least 14 days before event date

**SALES TAX** – 6% Florida state sales tax will be added except as noted