

FACT SHEET

- Children's meals (12 and under) – half the price of adult meal – can have choice of chicken nuggets and fries instead for \$13.50
- Final headcount and final payment due 7 days prior to event
- Final payment must be made by credit card, cashier's check, cash or money order (NO PERSONAL CHECKS)
- All deposits are non-refundable and non-transferable
- Client must remove all their items from building upon exit of their event
- White or black chair covers are available @ \$2.00 per person (sashes vary)
- Please do not hang anything on the walls
- Bartender fee \$125.00 (4 hours or less) 1 per 125 guests
- Carver fee \$60.00
- Set up fee \$2.50 per person (includes set up of room, tables, chairs, cake table, head table, gift table, dj table, choice of white or ivory table cloths, choice of napkin color, hurricane lamp centerpieces, china, glassware and silverware)
- 17% gratuity added to all buffets and 20% gratuity added to sit down dinner (added to entire bill)
- 6% sales tax on entire bill
- There is a 9% liquor tax added to tab, host and open bars plus gratuity and tax
- Militia Room (58 ft X 37 ft) 75-120 guests \$500.00 deposit
- Giessenbier Room (68 ft X 46 ft) 125-200 guests \$1000.00 deposit
- JCI Room (113 X 73 ft) 150-500 guests \$1000.00 deposit
- Extra hour added to your event \$300.00 plus server/bartender fee of \$30.00 each
- Cake is the only food allowed to come in from the outside
- Absolutely no food is to be taken out of the building (no doggy bags)
- Absolutely NO Alcohol is to be brought onto premises (in building or parking lot) No Exceptions