



***Thank you for your interest in The Golf Club of
Washington!***

CONTRACT

***-A BOOKING FEE DEPENDING ON YOUR GUEST COUNT WILL BE REQUIRED TO SAVE
THE DATE AND ROOM.***

-YOUR BOOKING FEE IS NON-REFUNDABLE IF YOU CANCEL YOUR EVENT.

***-YOU MAY APPLY THE BOOKING FEE TO AN ALTERNATE DATE IF YOU NEED TO
RESCHEDULE.***

-Your menu selection is due 1 month before the event date.

-Your final count is due 2 weeks prior to your event at which time an invoice will be issued.

-Final payment is due 7 days prior to your event.

-There is a 20% set-up fee and 6% PA sales tax that will be billed on all invoices.

-Linen selection is due 2 weeks prior to the event and a linen charge will be applied.

-All changes must be made 2 weeks prior to the event.

-There is a set-up fee that will be added to all Liquor/Beer invoices.

- Your invoice may be subject to change if any changes are made to the event. (example: add on to the menu, bar, extra gratuity* etc...)

****A gratuity is not required but is greatly appreciated by our servers.***

I have read the above contract and agree to the terms and conditions as well as any terms and conditions on any contract addendum's which I may sign.

Client: _____

Date: _____

Sales Rep: _____

Date: _____