

Banquet Policies

All functions should be booked as soon as possible. When possible, menus should be completed a minimum two weeks prior to the function. It is the responsibility of the patron to contact the club 1 week prior to the event with a guaranteed number of guests. Slight adjustments can be made to this number up until 72 hours prior to function. The 1 week confirmed number is NOT subjected to reductions. This confirmed number will be the amount charged and responsible for even if fewer guest are in attendance. Should more than the guarantee be served, the higher number will be billed.

Flowers, cakes, and live entertainment provide a lovely atmosphere to make your function a very special event. We will be happy to assist you or anyone involved in your event in every possible way.

Payment made for Outings and Lunch Follow the same Rules.

Reservations

All Bookings are considered "Tentative" until a signed copy of the "Private Function Agreement" is returned to The Creek, along with the appropriate deposit if applicable.

Room/ Linen Rentals (with Food and Beverage Service)

A Banquet Room Rental includes Stage & Dancefloor Access

A Saturday Banquet Room Rental Requires a Food & Beverage minimum of 2,000 before tax & service fee. All The Creek Members in good standings with club will receive a discounted room rental fee when booking their event.

Room	Weekday	Friday	Saturday	Sunday
Full Banquet Room (Up to 175 people) Includes Bar, Dancefloor and Stage access	\$300.00	\$400.00	\$500.00	\$400.00
Half Banquet Room (Up to 90 people) Includes Bar, Dancefloor and Stage access	\$200.00	\$300.00	\$300.00	\$200.00
Pool Room (Up to 60 Guest)	\$150.00	\$200.00	\$300.00	\$200.00
Stutzman Room (Up to 20 Guest)	\$50.00	\$100.00	\$200.00	\$100.00
Dining Room (Up to 90 Guest)	\$250.00 (Evening Events Only)	\$300.00 (Friday Evening's Only)	\$400.00	\$300.00
Outdoor Ceremony Site (Chairs not included)	\$500.00	\$500.00	\$500.00	\$500.00

Miscellaneous Rental/ Fees:

The rental fee for any item, which the club must rent to accommodate your request, will be deferred to you. This includes special centerpieces, linens, audio, and visual equipment, etc. Nothing may be affixed to the walls, ceilings, or floors without permission from Event Manager. **Linen fee of \$75.00 will be applied to your bill for set up of the room, tear down of the room, and linen costs.**

Projector/ Screen	Any Time	\$50.00
Podium with Wireless Microphone	Any Time	Included in Room Rental
House Centerpieces, Mirror Tiles	Any Time	\$7.00 each
Escorted Golf Cart Photos	Any Time	\$75.00 (30 minutes)
Cake Cutting Service Fee	Any Time	\$35.00
Ceremony White Folding Chairs	Any Time	\$1.75 per chair

Service Charge and Tax

Service Charge of 18% and a sales tax of 7% will be assessed to all food and beverage charges.

Lost or Stolen Items/ Indemnification

The Creek will not be responsible for any lost or stolen items before, during, or after a private held event. To the extent permitted by law, Patron agrees to protect, indemnify, defend and hold harmless

The Creek and their respective employees and agents against all claims, losses, or damages to persons or property. Government charges or fines and costs arising out of or connected with event,

Including, but not limited to, the instillation, removal, maintenance, occupancy, or use of Club premises, or part thereof, by Patron, or any guest, invitee or agent of patron, or any independent contractor hired by patron, except those arising out of sole negligence or willful misconduct of the club.

Deposit/ Payment Required/ Indemnifications

To hold an event, **a non-refundable \$500.00 deposit** is required to secure the function space on a definite basis. Until a deposit is received, the date is available for other events. The Deposit will be applied to the total cost of the event. 50% of the deposit will be refunded if it becomes necessary to cancel your event. You need to submit in writing 6 months prior to your function the need to cancel. The deposit is non-refundable if cancelled less than 6 months prior to function date. One week prior to the event, the full estimated payment is required. Any unpaid balances are due at the completion of the event. **The balance of the event is due in full the day of the function with no exceptions.**

Club Hours

The Creek's Hours of Operation varies in seasons, therefore private events will reflect standing Hours of the club, the latest a private club event will be 12:00 a.m. Midnight.

Liability

The Creek will not be held responsible for anyone leaving the premises intoxicated. No outside alcohol can be brought the premises, alcohol will be confiscated, and your security DEPOSIT WILL BE FORFEITED in the event of this situation. Food prepared on a buffet by The Creek is not to be taken off the premises.

Material Handling

The Patron is responsible for the arrangements and all expense of shipping materials, merchandise, exhibits and any other items to and from the club. The Creek must be notified in advance of shipping arrangements to insure proper acceptance of these items upon arrival at the Creek. The Patron is responsible and shall reimburse The Creek for any damage, loss or liability incurred by The Creek by any people or organization contracted by the Patron to provide any service or goods before, during or after the event. Any items displayed in meeting or changing rooms, on lobby wall or directional signs must be approved by The Creek Management.

Conduct of Events

Patron agrees to conduct the Event in an orderly manner full compliance with applicable laws, regulations, and The Creek rules. Patron assumes full responsibility for the conduct of all persons in attendance at the Event and for any damage done to any part of The Creek's premises during any time premises are under the control of Patron, or Patron's agents, invites, employees, or independent contractors employed by Patron. In the Event of damages to The Creek Property, the patron may be subject to forfeit their deposit placed down for the event or estimated damage total. Patrons utilizing areas of the club that has not been clearly stated for use by a Manager on duty including the golf course, pool, and other areas of the main clubhouse may also forfeit their partial or full deposit.

Ceremony/ Outdoor Events

The Creek is not responsible for inclement weather conditions that force cancellation or postponement of outdoor events. In the event of inclement weather, The Creek will attempt to accommodate the Patron with alternative plans that are within reason that they see fit for the situation and available space. The outdoor ceremony site including the Pergola structure may be decorated without damage to the structure. Fresh Flower pedals are allowed but please no bird seed. The ceremony site is positioned between two golf holes, and play will resume throughout the ceremony duration. Golfers will be notified and aware of the ceremony taking place and will play with caution and use alternative golf paths.

Golf Cart Photos Rules

Escorted Golf Cart will be available anytime with an employee of The Creek present. Patron assumes full responsibility for conduct of all persons in attendance at the event and for any damages done to any part of the Club's premises during any time of the event. In the Event of damages to Club Property, the patron may be subject to forfeit their deposit placed down for the event or estimated damage total. Escort may at ANY time stop photo's if necessary per escorts discretion.