

Saddleback Golf Club

Event Guide 2018



The Pavilion at Saddleback is the perfect venue year-round for:

Reunions

Graduation Parties

Bat Mitzvas

Christmas Parties

Corporate Events

Business Meetings

Birthdays

Holiday Parties

Anniversaries

Rehearsal Dinner

Luncheons

The Pavilion at Saddleback



Dear Event Coordinator,

Thank you for considering The Pavilion at Saddleback for your event.

This brochure has useful information to help you begin planning. If you have any questions or would like a custom quote, please reach us at our contacts below.

We sincerely look forward to planning with you!

Lanna O'Malley

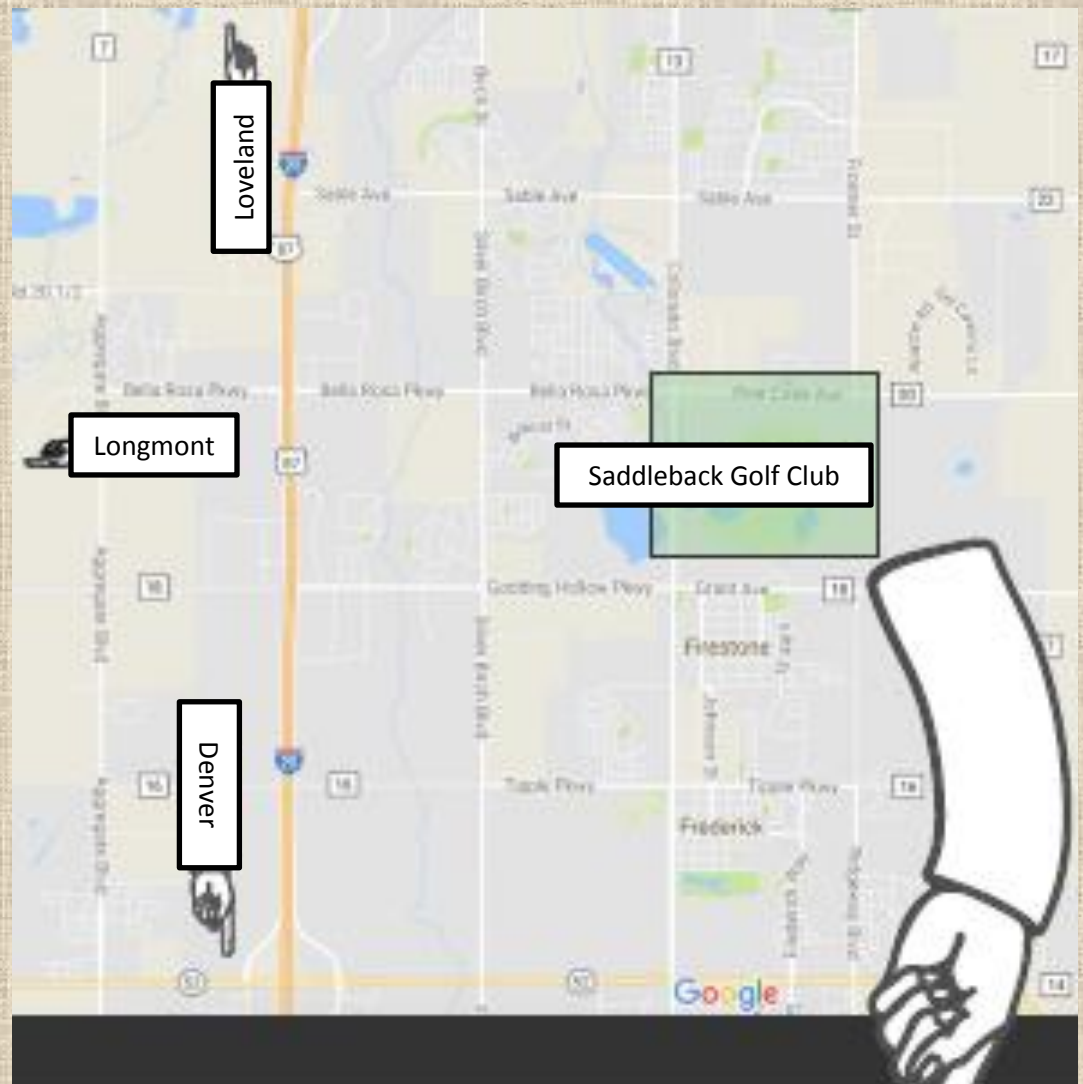
lannaomalley@msn.com

cell: 720-937-3375 • office: 303-833-5000

8631 Frontier St, Firestone, CO 80504

Location

Our scenic and serene location is located directly behind our beautiful golf course in the tranquil town of Firestone, Co. With breathtaking views of Longs Peak and the entire Front Range, our stunning location will be awe-inspiring for you and your guests! From I-25, take exit 240 (Hwy 119) and head east for 3 miles. Take a right (south) on Frontier (County rd. 15) for 2 miles where you will see the Clubhouse and Pavilion parking lot.



Event Hours

Saddleback offers our facilities to you and your party at various times to accommodate both seasons and special requests. Our events end by 1 p.m.



On-Site Rental

Saddleback facilities are available for many types of events.

Because of the unique and natural scenery, our venue requires minimal décor. We have many optional additions (cocktail tables, musicians, in-house Mic system, etc.) to customize your event. Please see the Pavilion Rental page for more information and pricing.



Décor

Saddleback recommends limiting your decorations to enjoy the natural scenery. We have upgraded linens and floral arrangements available for purchase.

Deposit and Payment

A non-refundable deposit is required to hold the date for your event.

No dates are held without a deposit.

The non-refundable deposit is \$1,000.

Final payment is due 2 weeks before your event.



Event Pavilion

The Pavilion at Saddleback is a private facility featuring floor to ceiling glass walls that can be fully opened or closed to transform your event from outdoor to indoor in minutes; allowing you to enjoy Colorado weather while being protected from unpredictability. The glass doors can be closed for a perfect candle light winter party or opened for a beautiful Colorado day. The pavilion comfortably seats 160 guests. Our unique venue, cheerful staff, and western hospitality have made us a top choice for parties seeking a charming, rustic, and elegant event.

Services Include.

- ❖ Round Tables & Banquet Chairs
- ❖ Basic Linens
- ❖ House Audio/Visual System
- ❖ Unlimited Iced Tea & Lemonade
- ❖ Cash Bar (guests pay for drinks)
- ❖ Full Staffing
- ❖ Coffee
- ❖ Set Up/ Tear Down/ Clean Up

Pricing is based on number of guests and length of your event.

Pavilion Pricing	2 hours	3 hours	4 hours
Up to 50 guests	\$ 700	\$ 800	\$ 900
51 – 100 guests	\$ 850	\$ 1,000	\$ 1,150
>100 guests	\$ 1,050	\$ 1,250	\$ 1,450

Catering

Saddleback is proud to provide a wide variety of options for you – from classic & affordable to exotic & exclusive!

Many events host a cocktail hour before dinner. We have hand-served appetizer selections to make your event extravagant and memorable.

There are many options for catering – including plated or buffet-style meals.

If our standard catering options are not what you're looking for, our chef will be glad to customize a menu for you. Your options are limited only by your imagination and your budget!

Other than cake, we do not allow any outside catering or beverages.

Below is a list of some popular menu options as a place to start.



Appetizer Options

- Caprice- fresh mozzarella and tomatoes skewered and topped w/ fresh basil and balsamic glaze
- Spanakopita- Spinach & feta inside a light flaky pastry
- Bacon wrapped scallops
- Jalapeno Bacon poppers
- Roasted edamame w/ sea salt and cracked pepper
- SW Eggrolls w/ chipotle aioli sauce
- Chicken wings with choice of sauce
- Bacon wrapped dates
- Roasted garlic hummus on pita wedges
- Brie w/ fig jam bites
- Smoked salmon on toast
- Pear pecan w/ cream cheese on pita bread
- Southwest chicken eggrolls
- Cheese & Crackers
- Chocolate covered strawberries
- Bleu cheese stuffed olives
- Rosemary cashews
- Artichoke parmesan crostini
- Stuffed mushrooms

Dinner Options (Entrees)

- Grilled Chicken w/ Amaretto Cream
- Brown Sugar Ham w/ Pineapple Chutney
- Maple Honey Glazed Salmon
- Sliced Roast Turkey w/ House made Gravy
- Slow Roasted Pork Tenderloin w/ Roast Apple Chutney
- Butternut Squash Ravioli w/ Roasted Red Pepper Coulis
- Carved Garlic Crusted Prime Rib w/ Au Jus & Creamy Horseradish (add \$4 per person)
- Lasagna-Vegetarian or Meat
- Penne Pasta w/ marinara & meatballs
- Fettuccine w/ chicken alfredo



Dinner Options (Salads & Sides)

Salads

- Garden Salad and Dressing:
 - Mixed Greens w/ red onion, shredded carrots, tomato, and choice of Balsamic Vinaigrette or Ranch dressings
- Classic Caesar Salad
- Spinach Salad:
 - Spinach w/ bacon, gorgonzola, red onion, cherry tomatoes, and Balsamic Vinaigrette dressing

Side Dishes

- Whipped garlic mashed potatoes
- Herb roasted red potatoes
- House made stuffing
- Baked potato
- Wild rice pilaf

Additionally included with meal

- Seasonal vegetables
- Rustic rolls w/ butter
- Lemonade & Iced Tea



Event Menu Package Pricing*

All packages include Garden salad w/ dressing, Seasonal vegetables, Rustic rolls w/ butter, and iced tea, lemonade and water.

All prices and items are subject to change.

Gratuity and Sales Tax will be added to all orders.

Desserts served with menu selection only.

Classic

1 Entrée
1 Side Dish

\$26.50 per Person

Italian

2 Italian Entrees
Caesar salad, Garlic bread

\$22.00 per Person

Deluxe

2 Entrees
2 Side Dishes
1 Specialty Salad

\$30.50 per Person

Appetizer Buffet

4 items of choice
Additional items included

\$20.00 per Person

*Prices subject to change

Bar Options

Our beverage packages offer a wide variety of drinks. Only persons 21 and over with a valid ID will be served alcoholic beverages.

Full Bar Package:

- Premium Liquor Included: Vodka, Tequila, Gin, Whiskey, Rum, Scotch
 - Beer selection: Coors, Coors Light, Bud Light, Corona, Fat tire, Blue Moon, Mike's Hard Lemonade.
 - Wine selection: Cabernet Sauvignon, Chardonnay, Malbec, Merlot, Riesling.
- Prices based per persons over 21
- | | |
|--------------------------------|------------------------------|
| ▪ \$16.00 per Person (1 hour) | \$26.00 per Person (3 hours) |
| ▪ \$21.00 per Person (2 hours) | \$31.00 per Person (4 hours) |



Beer & Wine Bar Package:

- Beer Included; Choose four of the following:
- Coors, Coors Light, Bud light, Corona, Fat Tire, Blue Moon, Mike's Hard
- House wine; Choose two of the following:
- Cabernet Sauvignon, Chardonnay, Merlot, Malbec, Riesling.
- Prices based per persons over 21
- | | |
|--------------------------------|------------------------------|
| ▪ \$11.00 per Person (1 Hour) | \$21.00 per Person (3 Hours) |
| ▪ \$16.00 per Person (2 Hours) | \$26.00 per Person (4 Hours) |

Liquor Add-ons:

Ask for specific pricing on kegs or cases of wine.

Policies and Procedures

No staples, tacks, nails, tape, or any other attachments allowed. No glitter, rice, artificial flower petals, non-secured paper, or confetti is allowed. These items will result in clean-up fees.

The host is responsible for the behavior of their guests and condition of the building. The Pavilion is a private facility and guests check in at pro shop. Children **MUST** remain supervised at all times. Be aware that there is water and other attractive nuisances nearby. Parents of unsupervised children will be required to leave the event with their children.

Parties who do not use our preferred florist: You will be charged \$30/hour for set up of décor you bring. Be sure you have clarity on when items may be brought to Saddleback for our staff to set up. You may set up additional items 30 minutes before your event.

Saddleback does not allow outside linens and requires that all linen upgrades be purchased through Saddleback.

All outside vendors are your responsibility. Saddleback is not responsible for any outside vendors or their equipment; and may require a certificate of insurance.

Saddleback is not responsible for any items left in the pavilion, clubhouse, parking lot, or property before, during, or after the event.

If you are using our AV system, we recommend you come at least 60 minutes prior to the start of your event to hook up your device. There are many different types of connections, and Saddleback does not guarantee our hook-ups will work with your device. You are welcome to try the system several days in advance. WIFI is unreliable in the pavilion. If you require it, you should bring a hotspot.

NO outside alcoholic beverages of any kind allowed – **ALL** alcoholic beverages **MUST** be purchased from Saddleback & may **NOT** leave the premises & is **NOT** allowed in the parking lot. Any guest bringing alcohol onto the property will be escorted off the property and not be allowed to return to the event. If outside liquor is found on the premises, it will be confiscated and the event may be terminated at the discretion of Saddleback Golf Club. **Bringing on outside alcohol by any guest at your event will automatically forfeit your \$500 deposit.**

Saddleback does not allow any un-eaten food to be taken when the event is over. No food or alcohol can leave the premises, and no refunds are issued for un-used food/liquor.

Guests will not be allowed into the pavilion more than 15 minutes before the event begins. Early arrivals may relax on the patio or in the bar.

Unplanned guests stress both our kitchen and event staff; and make your event appear chaotic, disorganized, and mismanaged. You will be charged a \$30 surcharge plus F&B costs for any guests over your final guest count.

Special dietary requests **MUST** be given no later than 5 days before your event. Be aware that Saddleback is **NOT** certified gluten free, vegan, vegetarian, or dairy free – meaning there is a likelihood of cross contamination. You must provide the tables where the special request(s) are seated. No additional dietary requests will be honored during the event.

\$500.00 damage deposit will be refunded within 10 days of the event if there is no damage and no outside alcohol was brought on Saddleback property. Additional guest fees, décor costs, or other unplanned/unpaid for items will be deducted.

Event Enhancements

Saddleback Golf Club has several options to make your event more memorable, fun, and comfortable. You may add any of these items to our affordable packages. Special requests are welcomed; if you would like something that is not on this list, just ask!



❖ Use of Cocktail Tables w/
Linens \$100/Event

❖ Cocktail Servers \$30/Hour

❖ Decorating Assistance
\$30/Hour

❖ Horse drawn Carriages -
\$550+

❖ Fireworks display - \$4000+

❖ Musicians (to name a few):

- Bagpipe
- Saxophone
- String instruments
- Harp



Vendor List

Florist: Carbon Valley Florist – Kathy (303) 833-4100

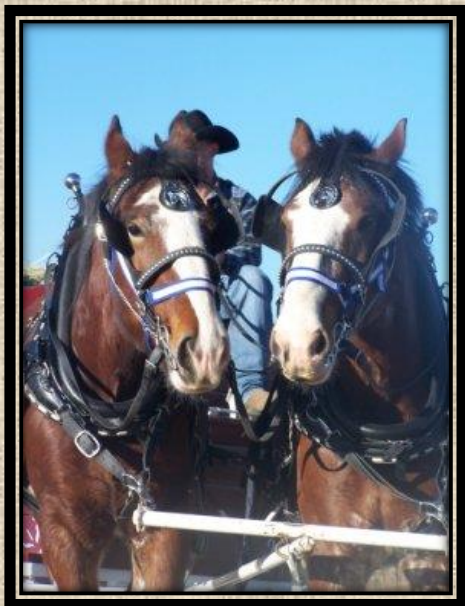
D.J.: D.J. Connection – (303)-532-4074

Photographer: Earl James Photography (303) 324-4387

Horse Drawn Carriage:

Kodiak Ranch Clydesdales, Gary Reiber, (720) 939-7977

<http://kodiakranchcolorado.com/Home.htm>



Nearby Hotels

Best Western Firestone Inn & Suites (3-star)

- ❖ Address: 11228 Business Park Cir, Firestone, CO 80504
- ❖ Phone: (720) 494-1925
- ❖ <https://www.bestwestern.com>

Springhill Suites (3-star)

- ❖ 1470 Dry Creek Drive, Longmont CO, 80503
- ❖ www.marriot.com
- ❖ (303)-682-2894

Residence Inn (4-star)

- ❖ 1450 Dry Creek Drive, Longmont CO, 80503
- ❖ www.marriott.com
- ❖ (303)-702-9933

Comfort Suites Longmont (2-star)

- ❖ 11292 Business Park Cir, Firestone, CO 80504
- ❖ <https://www.choicehotels.com/colorado/firestone>
- ❖ Phone: (720) 864-2970

Transportation Service

❖ Colorado Transportation Services

- www.ctscarservice.com
- (303) 520-0365