

The Oak Room



Wedding Receptions

On-site Wedding Ceremony Area Options Available

3350 West Oak Street
Lebanon, Pennsylvania 17042
717.274.2212
www.golfatroyaloaks.com

On-Site Outdoor Wedding Ceremony Area Rental

Pricing Includes:

Scheduled Property Access for Engagement Photos
Ceremony Rehearsal Time Frame Scheduled Prior to Wedding Date
Rented Ceremony Chairs Set Up the Morning of the Wedding
Specified Ceremony Area
Ceremony Area Access for Setup After 10am Day of the Event
One (1) Hour Ceremony Service Prior to Reception Beginning
White Plastic Chairs Up to 100 Chairs (Each Additional Chair \$2.75)

\$1,000.00

Bad Weather Option ~ Ceremony Moves Indoors and Guests Sit at Their Reception Tables

White Resin Chairs Available – Contact for Pricing

Indoor Reception Room Rental

Pricing Includes:

Guaranteed Reception Area Access for Bridal Family/Party & Vendor Setup 10am-10pm Event Date

Day of Wedding Staff Assistance

Property Access for Photo Opportunities

Royal Oaks Staffing for a Five (5) Hour Time Frame with Guests

Tables & Chairs for up to 180 Guests

Full Event Staffing

Reception Room Set Up

White Linens with Colored Linen Accents for Bridal Party, Dinner Buffets, Beverage, DJ, Gift & Place Card Tables

Use of Flameless Pillar or Votive Candles, Centerpiece Vases or Hurricane Shade w/ Choice of Charger for Tables

Plates, Flatware, Glassware, Linen Napkins, Plastic & Paper Products

Staff Serves the Bridal Party Table

Wedding Cake Cutting and Serving if Applicable

Reception Room Clean Up

\$2,500.00

Outdoor Reception Option is Available ~ Contact for Pricing

Wedding Buffet Dinner Information

Catering Exclusively Provided by Royal Oaks Golf Club

Pricing Per Person Includes:

Champagne Toast ~ Non-Alcoholic Beverages

Lemonade, Unsweetened Iced Tea, Sodas at the Bar, Coffee & Water

Appetizers

Chips & Pretzels plus Choice of Three

Additional Selections +\$1.50 pp per Choice

Cocktail Meatballs with Sweet Sauce or Pasta Sauce	Cold Spinach Dip with Crackers
Cheese Cubes with Mustard Dip & Crackers	Assorted Vegetables with Ranch Dip
Fresh Fruit Assortment with Dip	Caprese Skewers
Cubed Sweet & Ring Bologna	Boneless Wings with Celery & Dressing
Chicken Bacon Wraps with Ranch Dip	Jalapeno Popper Dip with Crackers
Dried Chipped Beef Dip with Crackers	Tomato & Basil Crostini
Roast Beef Crostini	Buffalo Chicken Dip with Tortilla Chips
Cranberry Brie Bites with a Hint of Rosemary	Shrimp Cocktail Cups with Cocktail Sauce +\$3 pp
Crab Dip with Crackers +\$1.50 pp	Mini Crab Cakes with Aioli +\$2.50 pp

Entrées

Choice of Two

Additional Selections +\$2.95 pp per Choice

Baked Pasta with Side of Meatballs	Pasta Alfredo with Broccoli & Chicken
Meat Lasagna	Vegetable Lasagna
Pasta with Mild Sausage, Peppers & Onions	Shrimp Scampi over Pasta +2 pp
Grilled Chicken Breast ~ Italian Seasoned or BBQ Sauce	Filling Stuffed Chicken Breast
Chicken Parmesan	Chicken Cordon Bleu
Herb Cheese Stuffed Chicken	Grilled Chicken with Mango Salsa
Fried Southern Chicken	Baby Back BBQ Ribs
Roasted Pulled Pork & BBQ Sauce	Slow Roasted Beef with Gravy Side
Sliced Beef Tenderloin with Béarnaise +\$3 pp	Baked Crab Cake with Aioli +\$4 pp

Sides

Salad Choice: Tossed Salad w/Dressing Choices or

Spring Mix Greens Tossed w/ Toasted Almonds, Cranberries & Raspberry Vinaigrette

Fresh Rolls & Butter

plus Choice of up to Three

Additional Selections +\$1.00 pp per Choice

Sweet Buttered Corn	Glazed Baby Carrots	Seasoned Green Beans
Vegetable Medley	Sweet Peas	Baked Creamy Corn
Herb Roasted Red Potatoes	Garlic Mashed Potatoes	Scalloped Potatoes
Creamy Mashed Potatoes	Baked Potatoes w/ Butter & Sour Cream	Baked Macaroni & Cheese
Mashed Sweet Potatoes	Roasted Sweet Potatoes & Brown Sugar	Cilantro & Lime Rice
Long Grain White Rice	Baked Beans	Red Skinned Potato Salad
Amish Macaroni Salad	Cole Slaw	Choice of Pasta Salads
Corn on the Cob	Fruit Salad	Soup Selections \$2 pp per Choice

\$35.00 Per Person

Children Ages 0-5 Free & 6-10 Half Price

Prices are Subject to Change, 6% Sales Tax and 20% Service Charge

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness

Wedding Alcoholic Beverage Services and Pricing

The serving of alcoholic beverages is limited to persons of legal age as stated by the laws of Pennsylvania. Compliance with these laws requires that Royal Oaks Golf Club provide ALL alcoholic beverages. Liquor or alcohol of any kind CANNOT be brought into the facility or on the property by outside sources. Our bartender must serve all alcoholic beverages. There is a \$50 per hour bartender service fee on all events. All open or light bars are billed per drink based on consumption throughout the event plus a 20% service charge. The final bar balance will be due at the conclusion of the event. Cash bar pricing varies.

House Brands \$5	Double House Drinks \$8	Premium Brands \$7
Double Premium Brands \$11	House Wine Glass \$6	Select Wine Glass \$8
Domestic Bottled Beer \$3	Imported Bottled Beer \$4	Champagne Bottle \$25
Sangria (Red, White or Blush) \$95 per gallon		Specialty Drinks Upon Request

Wedding Linen and Other Rentals

Linen Pricing

(Choice of Colors)

90" Length (half way) \$12.00 each
108" Length \$15.00 each
120" Length (to the floor) \$16.00 each
60x120 Cloth Linen \$9.50 each
54x54 Cloth Overlay \$8.25 each
72x72 Cloth Overlay \$8.50 each
90x90 Cloth Overlay \$14.50 each
90x132 Cloth Linen \$17.25 each
90x156 Cloth Linen \$18.25 each
Runners/Sashes \$2.00 each
White Chair Covers \$3.00 each
<i>Contact for Other Patterns & Materials</i>

Other Rental Pricing

White Plastic Chairs \$2.75 each (other colors available)
White Resin Chairs \$4.50 each (other colors available)
<i>Setup Fee \$0.50 per chair</i>

Wedding Event Policies and Information

Deposit, Balance Payments and Food Minimums ~ In order to reserve an event date a \$2,500 non-refundable deposit is required. Remaining balance must be paid in full ten (10) days prior to event and the bar balance paid in full upon conclusion of your event. Deposit & balance payments accepted in the forms of *Cash, Check or Credit Card*. Checks should be made payable to Royal Oaks Golf Club. Credit Card payments will have an additional percentage added to amount processed. Food & Beverage Minimums are \$1,000 Sundays through Fridays and \$3,000 Saturdays.

Cancellation or Rescheduling Policy ~ Cancellations made between 7-14 days of the scheduled event will be charged 25% of the estimated cost, which includes facility rental, catering services, and other arrangements that have been made at that time. Cancellations made within 6 days of the scheduled event will be charged 50% of estimated event costs. Please note, cancellation fees cannot be applied to future events. Rescheduled events must give 120 day notice otherwise a fee of \$500 will be applied. The rescheduled date must be within 12 months of original event date and pay prices that are current for new date of event which is based on availability. Deposit can be applied against the rescheduled date.

Room Rental ~ Wedding Room Rental Fee is \$2,500 includes **facility access 10am-10pm on Event Date with Royal Oaks Staffing for a Five (5) hour time frame with guests**. Each additional staffing hour is \$450/hr. Event clean up must conclude no later than 10:30PM.

Menu Quality Control ~ To maintain quality control over the food being served, all food served must be prepared by our kitchen. Due to health department and insurance regulations no remaining food may be taken from the facility at the conclusion of your function.

Menu and Attendance ~ In order to facilitate preparation and ensure that everyone attending your event enjoys their meal event menu selection(s) are due forty-five (45) days prior to the event date and the guaranteed number of people attending the event must be confirmed twenty-one (21) days prior to the event. This guaranteed number may not change after this confirmation. If a guarantee is not received, the original estimated attendance would be prepared and billed.

Decorations Restrictions ~ Event contact person and guests shall not install any objects such as nails, tacks or any other substance that causes permanent marking or damage on the walls of the facility, including, but not limited to, finger paints, glue, or glitter. Event contact person and guests shall not hang anything from light fixtures. Event contact person and guests must fully remove all of their materials, decorations or equipment at the end of their event of the facility. Structural or electrical alterations to the facility are strictly prohibited.

Security ~ We do not assume responsibility for damage to or loss of guest's clothing or possessions. All personal property brought into the facility will be at the sole risk of the engager. Royal Oaks Golf Club will not be liable for loss of or damage to this property for any reason.

Terms ~ All menu & alcohol prices are subject to Change, 20% service charge and 6% sales tax on food & rental items. Royal Oaks Golf Club requires full balance payment at the conclusion of your function.

Event Contact Liability ~ The event contact person agrees to be held liable for any damage to the facility caused by the event, its participants or any third parties, and that any damages to the above will result in the event contact person being billed for said damages.

Smoking ~ Royal Oaks Golf Club does not allow smoking in any of our indoor facilities. There are outdoor areas designated for smokers.