



# ROOM RENTAL GUIDELINES



## ROOM RENTAL \*

|   |       |
|---|-------|
| Monday–Thursday Year Round                    | \$500 |
| Friday 8:00am–5:00pm (Check for availability) | \$500 |

|  | PEAK<br>April – October | NON-PEAK<br>November–March |
|--|-------------------------|----------------------------|
| FRIDAY (After 5pm) OR SUNDAY (5 HOURS) | \$2000                  | \$1500                     |
| SATURDAY (5 HOURS) **                  | \$3500                  | \$2500                     |
| Additional Hour                        | \$500                   | \$500                      |

## CEREMONY RENTAL \*\*\*

| All Days | Indoor | Outdoor |
|----------|--------|---------|
| 1 Hour   | \$500  | \$750   |

\*Included with Room Rental: On Site Event Manager, Round Tables and Banquet Chairs, Custom Room Layout, Standard White Floor Length Tablecloths, White Napkins, China, Flatware, Glassware, Standard Centerpieces and Table Numbers, Buffet Service, Bartender, Standard Audio Visual Package, Complimentary Wi-Fi, Complimentary use of Bridal Suite and Free Parking.

\*\*Saturday minimum spending requirement during peak season—\$10,000

\*\*\*Included with Outdoor Ceremony Rental: Use of Gazebo, chairs and staff to stage area;

Included with Inside Ceremony Rental: Use of chairs and staff to stage room.

Weekends that include Memorial Day, Independence Day, Labor Day, Christmas, and New Years Eve will be priced at a Peak Saturday.



# POLICIES AND PROCEDURES

The following information is provided to assist you in planning your event at the Boone Links Golf and Event Center. Our staff is committed to providing you with excellent customer service and a once in a lifetime experience.

## Boone Links Event Contracts

All events at Boone Links Golf and Event Center require a signed contract. Once a contract has been issued, all space/dates will be held as "pending." ***Boone Links will not hold a date without a written contract and deposit.*** Upon the receipt of a signed contract and required deposit, the space/date will be confirmed. All pending dates will be released after 7 days from the date the contract/proposal was issued, if the signed contract and required deposit are not received.

## DEPOSIT AND PAYMENTS

### Weddings:

\$1,000.00 non-refundable deposit required with signed contract

50% of the estimated value is due 90 days prior to event

100% of the balance is due 14 days prior to event

Any balance will be due at the conclusion of your event

## ADDITIONAL FEES

ANY change made within 72 hours of the event will incur a \$500.00 fee.

## CREDIT CARD AUTHORIZATION

All event contracts require a signed and valid credit card authorization form.

## CANCELLATION POLICY

If for any reason your event is cancelled, the deposit in non-refundable and additional fees may apply. In the unfortunate event your function must be cancelled, cancellation charges will be applied as follows:



## DATE CHANGES

Should your event date change within 6 months of your contracted date and the new date is available, the deposit will carry over to the new date. If the new date is not available, cancellation policy will apply.

## INCLEMENT WEATHER

All outdoor weddings have the option to move indoors with at least 24 hours notice. The indoor ceremony will be seated in the existing set-up and there will be no price adjustment.

## FOOD AND BEVERAGE SERVICE

All food provided at your function must be purchased through Boone Links Golf and Event Center.

Boone Links Golf and Event Center **MUST** provide all beverages. No outside alcohol is permitted in the building and will be confiscated.

## ALCOHOL POLICY

- Persons under 21 years of age are not permitted to consume alcoholic beverages
- Anyone who appears to be intoxicated will not be served alcoholic beverages
- All alcoholic beverages consumed on the property must be purchased from Boone Links Golf and Event Center
- Alcohol brought onto the premises will be confiscated
- The host is responsible for assisting Boone Links Golf and Event Center representative in resolving any alcohol related issues involving their participants or guests

# POLICIES AND PROCEDURES

## CONTRACT GUARANTEE POLICY

The Boone Links Golf and Event Center representative must be notified of the exact number of guests attending the event 14 days prior to the function. The final guest count shall not be less than 15% of the contracted number of guests. If the Boone Links Golf and Event Center office is not notified with a final count, the guaranteed number of guests will become the number originally indicated on the contract. The count is not subject to reduction within 14 days of the event and you will be billed for at least as many people as given on the final count. If additional guests attend exceeding the guaranteed final count provided by the client, the client will pay the per person price before the conclusion of your event.

## RELEASE OF LIABILITY

The contracted client specifically releases, indemnifies and holds harmless the County of Boone, commissioners, employees, officers or agents from any and all liability, claims, actions, demands and judgments resulting from loss of life, or damage or injury to person or property, which may be sustained by any person, organization or entity, while participating in the use of the facility at the Boone Links Golf and Event Center. This provision shall include the reimbursement for any and all expenses incurred by those whom it is to protect as a result of such injuries, including, but not limited to, attorney's fees and any cost associated therewith.

## PHOTOGRAPHS

To ensure the safety of non-golfing guests, there are designated areas on the grounds outside the building to take photographs. You and your photographer will be supplied with a map of the premises showing the approved areas. Boone Links reserves the rights to use all photographs taken in and around the facility for marketing material. Clients are prohibited from using golf carts or being out on the course. \_\_\_\_\_ int.

## ROOM DECORATIONS, MATERIALS AND DELIVERIES

Nothing may be hung, attached or suspended from any part of the building. Candles used as decoration must have flames fully contained. The use of double back tape, staples, nails, glitter, confetti and other similar materials is strictly prohibited. User will be assessed up to a \$1000 clean up fee. .

Delivery and removal of all supplies and equipment must be coordinated at designated times through the Boone Links Golf and Event Center event coordinator. Deliveries will be accepted and directed to be stored in a location designated for your use. The Boone Links Golf and Event Center staff does not inventory deliveries and is not responsible for any loss of items. Brochures, registration and/or display materials and all outside decorations must be removed at the end of the event.



## MISCELLANEOUS

The Boone Links Golf and Event Center is not responsible for any personal items during an event or any items left after an event. It is the host's responsibility to ensure its vendors and contractors comply with all regulations and guidelines regarding use of the facilities and equipment. Damages to any part of the building, carpet, walls, flooring, or equipment caused by the host, their vendors, or their guests, shall be the responsibility of the host and the host will be charged for the repair of the damages. The Boone Links Golf and Event Center is a smoke free facility. Smoking is permitted in designated outdoor areas only.

## ADDITIONAL POLICIES

- Clients are permitted to drop off wedding items no more than 48 hours prior to their wedding date.
- All wedding items brought to Boone Links must be labeled, assembled and have special set-up instructions if it is the expectation of the client that Boone Links will be responsible for setting those items up.
- All personal items must be removed from the Bridal Suite at the end of your event.
- The Bridal Suite may be used from 9:00am until the end of the reception. If you require access prior to 9:00am there may be additional charges.
- Please be aware that we are a public facility with a golf course and there will be guests moving throughout the building until the time that you have exclusive use of the space which begins with your ceremony or cocktail hour.
- All wedding items left after the reception must be picked up the following day between the hours of 9:00am and 12:00pm. No exceptions will be made. Anything left after 12:00pm will be disposed of. Boone Links is not responsible for items left after an event.
- It is the client's responsibility to communicate with Boone Links the schedules of all outside vendors.
- Client is responsible for informing their bridal party and guests of our Alcohol Policy.
- Events exceeding (5) hours will incur an additional \$500.00 room rental charge. The cocktail reception is part of the (5) hours but the ceremony (if purchased) is not included in that time frame.
- Client must provide the Event Coordinator with their room diagram (if applicable) 72 hours prior to their event.
- Wedding ceremony rehearsals will be scheduled at the two month details appointment. The time and location of the rehearsal is not guaranteed until the appointment. Due to other scheduled events, your rehearsal may take place in a different location than your ceremony.
- Wedding rehearsals are allotted a 1-hour time frame and will begin promptly at the scheduled time regardless of attendance.

# SILVER PACKAGE

## STARTERS

Assorted Artisanal Cheeses, Fresh Seasonal Fruit

With Savory Crackers

## ENTRÉE

(CHOOSE ONE)

Hand Carved Turkey Breast

Southern Fried Chicken

Spiral Sliced Virginia Ham

Hand Carved Beef Roast

Rosemary Merlot Pork Loin

## ADDITIONAL ENTRÉE

(CHOOSE ONE)

Hand Carved Turkey Breast

Spiral Sliced Ham

Hand Carved Beef Roast

## STARCH

(CHOOSE ONE)

Au Gratin Potatoes

Loaded Whipped Potatoes

Baked Potato w/ butter and sour cream

## VEGETABLES

(CHOOSE TWO)

Seasoned Green Beans

Fried Corn

Seasonal Vegetable Medley

Fresh Garden Salad with Toppings, Three Bean Salad and Rolls with Butter Included

\$27pp

# GOLD PACKAGE

## STARTERS

Assorted Artisanal Cheeses, Fresh Seasonal Fruit  
With Savory Crackers AND Antipasto Skewers

## ENTRÉE

(CHOOSE ONE)

Hand Carved Turkey Breast

Southern Fried Chicken

Chicken Marsala

Spiral Sliced Virginia Ham

Hand Carved Beef Roast

Rosemary Merlot Pork Loin

Dry Rub Boone Brisket

## ADDITIONAL ENTRÉE

(CHOOSE ONE)

Hand Carved Turkey Breast

Tortellini in White Sauce

Hand Carved Beef Roast

## STARCH

(CHOOSE ONE)

Au Gratin Potatoes

Loaded Whipped Potatoes

Baked Potato w/ butter and sour cream

Roasted Quartered Potatoes

Loaded Whipped Sweet Potatoes

## VEGETABLES

(CHOOSE TWO)

Seasoned Green Beans

Fried Corn

Seasonal Vegetable Medley

Bourbon Glazed Carrots

Fresh Garden Salad with Toppings, Three Bean Salad and Rolls with Butter Included

\$31 pp

# PLATINUM PACKAGE

## STARTERS

Assorted Artisanal Cheeses, Fresh Seasonal Fruit, With Savory Crackers AND  
Antipasto Skewers AND Shrimp Cocktail or Watermelon Salad

## ENTRÉE

(CHOOSE ONE)

Herb Crusted Filet of Beef  
Hand Carved Turkey Breast  
Southern Fried Chicken  
Chicken Marsala  
Spiral Sliced Virginia Ham  
Hand Carved Beef Roast  
Rosemary Merlot Pork Loin  
Dry Rub Boone Brisket

## ADDITIONAL ENTRÉE

(CHOOSE ONE)

Hand Carved Turkey Breast  
Tortellini in White Sauce  
Spiral Sliced Ham  
Hand Carved Beef Roast

## STARCH

(CHOOSE ONE)

Au Gratin Potatoes  
Loaded Whipped Potatoes  
Baked Potato w/ butter and sour cream  
Roasted Quartered Potatoes Loaded  
Whipped Sweet Potatoes  
Mac & Cheese  
Tuscan Roasted Potatoes

## VEGETABLE

(CHOOSE TWO)

Seasoned Green Bean  
Fried Corn  
Seasonal Vegetable Medley  
Bourbon Glazed Carrots  
Caramelized Brussel Sprouts  
Roasted Vegetables

Fresh Garden Salad with Toppings, Three Bean Salad and Rolls with Butter Included

\$35 pp

# BEVERAGE PACKAGES

## **Silver Package**

Five Hours: \$21.00 per person

Each Additional Hour: \$2.00 per person

House Wine: 2 Selections

Domestic Beer: 2 Selections

## **Gold Selection**

Five Hours: \$25.00 per person

Each Additional Hour: \$2.00 per person

Gold Wine: 3 selections

Domestic Beer: 3 selections

Premium Beer: 1 selection

Liquor Selection: Stolli Vodka, Jim Beam, , Sailer,

Jerry, Canadian Mist, Bombay Gin

## **Premium Selection**

Five Hours: \$30.00 per person

Each Additional Hour: \$2.00

Premium Wine: 4 Selections

Domestic Beer: 4 Selections

Premium Beer: 2 Sections

Craft Beer: 1 Selection

Liquor Selection: Titos, Grey Goose, Tanqueray,

Hendricks, Captain Morgan, Dewars, Woodford,

Basil Hayden, Crown Royal, Bulleit, and ???

Premium Selection includes all other listed liquor

## **Non Alcoholic Package\***

\$7.00 per person—Soft Drinks, Lemonade, Iced Tea, Coffee and Water

## **Wine and Beer Selections**

### **House Wines**

Woodbridge Chardonnay, White Zinfandel, Cabernet Sauvignon, Merlot, Lucky Duck Riesling, Beringer Moscato

### **Gold Wine**

Robert Mondavi Cabernet Sauvignon, Merlot, Chardonnay, Pinot Grigio, Riesling, and Beringer Moscato

### **Premium Wine**

Beringer Estates Cabernet Sauvignon, 14 Hands Merlot, Rodney Strong 2015 Chardonnay, Estancia 2017 Pinot Grigio, Trimbach 2016 Riesling

### **Domestic Beer (Cans)**

Bud Light, Miller Light, Budweiser, Mich Ultra, Modelo,

### **Premium Beer (Cans)**

Yuengling Lager, Sam Adams, 50 West Coast to Coast, Sweet Water 420, Corona, Angry Orchard,

### **Craft Beer (On Tap)**

Varies by Season

### **Sparkling Wines**

Avissi Sparling

\* Non-Alcohol Package Automatically Included With Silver, Gold and Premium Packages

**BOONE LINKS GOLF & EVENT CENTER**  
**CREDIT CARD AUTHORIZATION FORM**

Cardholder Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
\_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ Discover \_\_\_\_\_ AmEx

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ 3 Digit Code on Reverse: \_\_\_\_\_

Amount to Charge: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

I authorize Boone Links Golf & Event Center to charge the agreed amount listed above, to the credit card provided herein. I understand I will authorize (by telephone, or in person) the amount before the charge is incurred to my credit card. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder – Print Name, Sign and Date Below

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# ADDITIONAL PACKAGES

## Grooms Package 1

While your Bride to be is being pampered with our Bridal Package, let us take care of you and your special guests. Enjoy 18 holes of golf with a cart on beautiful Boone Links Golf Course, for the groom and up to 7 additional guests. Each guest will receive a gift certificate good for lunch, beverages, and a cigar from our humidor.

Accommodations can be made for larger parties at an adjusted rate.

## Grooms Package 2

With this package you and your guests enjoy our two (2) simulators for two (2) hours with a maximum of 8 guests. Choose from one of 30 courses including Pebble Beach, St. Andrews and Bethpage Black. Make your wedding day memorable as you and your guests' experience these exclusive courses from the comfort of our clubhouse. Each guest will receive a gift certificate for lunch, beverages, and a cigar from our humidor.

## Bridal Package

Make your day even more memorable with a bridal package that truly pampers you and up to 7 bridesmaids or guests. Start your day with a Mimosa toast, and continue with fruit and croissants along with hummus, chips and a light pasta salad. We'll also include water, soft-drinks and coffee. Leave the small details to us as we make your special day less stressful.

Accommodations can be made for larger parties at an adjusted rate.

## Elopement Package

Simply I DO. Are you looking for the perfect location to simply say I Do? Our elopement package was built especially for you. Remove the stress from the day with an intimate ceremony in our elegant banquet hall or outside under our romantic gazebo. Your ceremony includes:

1 hour rental of our banquet hall and gazebo for bride, groom, and up to 13 guests

Wedding officiant

Choice of vows

2 "I DO" cupcakes

Champagne toast for two

Bride and Groom are required to present wedding license, photo ID, and rings for the ring ceremony.

