



**SYLVAN LAKE GOLF
&
COUNTRY CLUB**
5331 LAKESHORE DRIVE
For Reservations or to inquire, phone:
403-887-6695

**MAKE YOUR RESERVATIONS EARLY
FOR YOUR 2019 CHRISTMAS PARTY**

2019 Christmas Menu

<i>Roasted Ham</i>	<i>\$26.95</i>
<i>Traditional Turkey with all the trimmings</i>	<i>\$29.95</i>
<i>Carved Roasted Baron of Beef with au jus</i>	<i>\$29.95</i>
<i>Prime Rib and Yorkshire Puddings with au jus</i>	<i>\$34.95</i>

Buffet Main Selections Includes:

*Seasonal steamed vegetables, fresh coleslaw, pasta salad,
rolls and butter, dessert table, coffee and tea*

Choice of one:

Rice pilaf, Herb roasted potato or Mashed potatoes

Choice of one:

A seasonal mixed greens salad with dressings or Caesar salad,

Suggested Meal Add On:

Add a second entree for an additional \$6.95 per person
**the additional entrée price will be added to the more expensive dollar meal choice*

**All prices are plus a Gratuity of 15% and GST of 5%*

Room rental rates are indicated within the Banquet Contract and include linen.

**CHRISTMAS PARTIES BY RESERVATION ONLY
20 OR MORE PEOPLE**

BANQUET CONTRACT

Page 1 of 3

The Banquet Coordinator agrees with Sylvan Lake Golf and Country Club, to comply with and be bound by the following conditions, policies and procedures:

Contract & Booking Information:

Company Name: _____

Banquet Coordinator: _____

Work #: _____ Cellular #: _____

Fax #: _____

Email: _____

Address: _____

Food Selection & General Information:

Event Date: _____ Estimated # of meals required: _____

Estimated Arrival Time: _____ Estimated Dinner Time: _____

Event Location: _____

(Duffers Den, Eagles, Dining Room or Tournament House)

Bar: Host or Cash

Meal Selection: (Please Mark)

- _____ Roasted Ham
_____ Traditional Turkey with all the Trimmings
_____ Carved Roasted Baron of Beef with Au Jus
_____ Prime Rib and Yorkshire Puddings with Au Jus

Choice of:

_____ Seasonal mixed greens salad or _____ Caesar salad

Choice of one:

___ Herb roasted potatoes ___ Mashed potato ___ Rice pilaf

Meal includes: Seasonal steamed vegetables, fresh coleslaw, pasta salad, rolls and butter, dessert table, coffee and tea.

Room Rental Prices:

Duffers Den	\$200.00*	Accommodates 100 people
Eagles	\$150.00*	Accommodates 50 people
Restaurant / Bogies	\$150.00*	Accommodates 50 people

* Room Rental Prices include linens and are subject to GST.

The Banquet Coordinator agrees with Sylvan Lake Golf and Country Club, to comply with and be bound by the following conditions, policies and procedures:

Deposit and Payment:

- Confirmation of your event will occur when Sylvan Lake Golf and Country Club has received the \$500.00 deposit and a signed completed copy of the banquet contract. Such deposit will be applied to your final bill.
- Deposits are non-refundable and non-transferable in the event of a cancellation unless Sylvan Lake Golf and Country Club is able to rebook your date with an event with an equal or greater number of participants.
- Final payment for your event is due on the day of your event. The payment can be made by Check, Visa, MasterCard, American Express, Debit or Cash. If final payment is not received on event day, interest shall accrue on any unpaid balance at a rate of 2% per month.

DEPOSIT INFORMATION

\$500.00 DEPOSIT REQUIRED AT TIME OF BOOKING

Preferred Method of Payment (Please Mark)

Cheque Enclosed OR Credit Card

Credit Card Number: _____ Expiry Date: _____

Name on Card: _____ SDM # 3 digit: _____

Signature of Cardholder: _____

Guaranteed Number of Guest:

- A guaranteed number of guest is required a minimum of seven (7) days in advance of your event. This will be the total number of meals that you will be billed for on your final invoice. If your group is larger than the numbers that you provided originally, your invoice will be adjusted accordingly to the accurate numbers. No refunds will be given for confirmed guest who do not show up on the day of your event.

Damages & Waiver & Indemnity Agreement:

- The Banquet Coordinator and Company are responsible for the actions of its guest and will indemnify and save harmless Sylvan Lake Golf and Country Club from all losses, damages and claims whatsoever which Sylvan Lake Golf and Country Club suffers or incurs as a result of any act, neglect or omission of a banquet guest.
- Sylvan Lake Golf and Country Club shall not be responsible for any loss of injury suffered or incurred by any banquet guest unless such loss or injury is caused by the negligence of wrongful act of Sylvan Lake Golf and Country Club or its employees.
- The Banquet Coordinator and Company accepts responsibility and reimburses the Sylvan Lake Golf and Country Club for all damages caused by the banquet coordinator, its guest, event participants, agents, or employees to the Sylvan Lake Golf and Country Club facilities.

The Banquet Coordinator agrees with Sylvan Lake Golf and Country Club, to comply with and be bound by the following conditions, policies and procedures:

Food & Beverage:

- The Banquet Coordinator must confirm to the Sylvan Lake Golf and Country Club not less than seven (7) days prior to the event all menu selections and number of people requiring food service. Minimum charges will be based on the number of meals confirmed at such time.
- A room will be reserved for your banquet meal. Sylvan Lake Golf and Country Club reserves the right to provide an alternate function room best suited for the banquet should the actual number of persons differ from the original booking.
- Food and beverage prices are subject to change without notice.
- All food and beverage items must be purchased from the Sylvan Lake Golf and Country Club. Sylvan Lake Golf and Country Club prohibits the removal of food and beverage items following your banquet.
- It is the policy of Sylvan Lake Golf and Country Club to serve alcoholic beverages in a responsible and professional manner at all times. We adhere to all applicable laws and regulations as they pertain to the service of alcohol to under age or visibly intoxicated persons. Hours of service for alcoholic beverages are 10:00 am to 1:00 am. All Alberta Gaming and Liquor Commission regulations will be strictly enforced. Unauthorized alcohol will be confiscated.
- All food and beverage services are subject to 15% Gratuity and 5% GST. Gratuities are subject to GST. According to Canada Revenue Agency Regulations all service charges or gratuities added to the bill that are not at the discretion of the customer are subject to GST.

Please sign below to indicate your acceptance of the terms and policies included in this contract. The banquet coordinator acknowledges that he or she has read this waiver, release and indemnity agreement and understands and accepts the contents therein.

To process your banquet application, please return the Booking Contract pages 1 thru 3 and deposit.

EVENT NAME: _____	DATE: _____
BANQUET COORDINATOR: _____	(Print Name)
BANQUET COORDINATOR: _____	(Signature)