

SANDWELL PARK GOLF CLUB

ROOM HIRE AND OTHER CHARGES 2016

Wedding Receptions

Sandwell Park is perfect to host your wedding day. Our experienced chefs and catering team are able to offer a variety of options for you to choose from and our flexible dining facilities can comfortably accommodate up to 120 guests.

- ❖ Exclusive use of the Golf Club Lounge with bar for the day (from 1000 – midnight)
- ❖ Use of part of the Clubhouse patio area
- ❖ Smart and efficient waiting and bar staff
- ❖ White table linen and napkins
- ❖ High chairs available on request

Price: £500

Chair covers and table decorations for up to 120 covers - £250

Evening Only Wedding Receptions

Exclusive use of the Golf Club Lounge as above with bar (from 1700 – midnight)

Price: £ 300

Chair covers and table decorations for up to 120 covers - £250

A special Sandwell Park Golf Club members' rate is available; please contact the Office for details.

Weddings Reception and Private Function Catering Menus

Please telephone the Club caterer on 0121 553 4637 Option 3 to discuss your menus and catering requirements

Wedding Drinks Packages

Bronze Package

1 glass of Bucks Fizz or Pimms No1 (using Prosecco)

1 glass of House wine with meal

1 glass of Prosecco with toast

Price: £13 per person

Silver Package

1 glass of Bucks Fizz or Pimms No1 (using Prosecco)

½ bottle of House wine with meal

1 glass of Prosecco with toast

Price: £15 per person

Gold Package

1 glass of Bucks Fizz or Pimms No1 (using Prosecco)

½ bottle of House wine with meal

1 glass of Champagne with toast

Price: £18 per person

Platinum Package

1 glass of Champagne (using house champagne)

½ bottle of House wine with meal

1 glass of Champagne with toast

Price: £23 per person

Special Occasions

Exclusive use of the Golf Club Lounge with bar for the day (from 1000 – midnight)

Price: £500

Exclusive use of the Golf Club Lounge with bar (from 1700 – midnight)

Price: £250

Chair covers and table decorations for up to 100 covers - £250

Our experienced chefs and catering team are able to offer a variety of options for you to choose from and our flexible dining facilities can comfortably accommodate up to 120 guests.

Christenings

Exclusive use of the Golf Club Lounge with bar (for a maximum of 4 hours)

Price: £200

Shared use of the Golf Club Lounge with bar (for a maximum of 4 hours)

Price: £150

Chair covers and table decorations for up to 100 covers - £250

Our experienced chefs and catering team are able to offer a variety of options for you to choose from.

Funeral Wakes

Exclusive use of the Golf Club Lounge with bar (for a maximum of 4 hours)

Price: £200

Shared use of the Golf Club Lounge with bar (for a maximum of 4 hours)

Price: £100

Our experienced chefs and catering team are able to offer a variety of options for you to choose from.

Conferences/Seminars/Meetings

Exclusive use of the Golf Club Lounge (Seats up to 100 in theatre style)

Price: £300 per whole day (from 0830 – 1800); £200 per half day (0830 – 1300) or (1300 – 1800)

Exclusive Use of the Conference Room (seats up to 25 in board room style or 50 in theatre style)

Price: £200 per whole day; £150 per half day (0830 – 1300) or (1300 – 1800)

Exclusive Use of the TV Room (seats up to 25 in theatre style)

Price: £150 per whole day or £100 per half day (0830 – 1300) or (1300 – 1800)

Exclusive Use of the 19th (seats up to 18 in theatre style)

Price: £100 per whole day or £75 per half day (0830 – 1300) or (1300 – 1800)

All charges inclusive of flip charts, White Board, OHP and screen, pencils/stationery if required

Our experienced chefs and catering team are able to offer a variety of menu options for you to choose from

Refreshments i.e. Tea, coffee, water, juices from £5 per person per day

A Few House Rules

We would respectfully remind visitors to Sandwell Park that as a private members club we do have some rules for our Clubhouse and conference room facilities.

For weddings, parties, christenings, wakes and conference/seminars hosted at Sandwell Park, dress should be smart attire. Guests in tracksuits, tee shirts or trainers are not acceptable.

Mobile phones are not acceptable in the public areas of the Clubhouse and on the patio in front of the Clubhouse.

All guests/visitors must be respectful to the users of the Golf Club and under no circumstances are allowed onto any part of the golf course.

For reasons of safety, all children must be supervised at all times inside and outside of the Clubhouse and should not be allowed onto any part of the golf course including the putting greens, sand bunkers and areas surrounding the Clubhouse.

We would appreciate it if you would make everyone in your party aware of these rules.

SANDWELL PARK GOLF CLUB

Booking details

How to book

Please complete the booking form below and send to Sandwell Park Golf Club

Email – secretary@sandwellparkgolfclub.co.uk

Telephone – 0121 553 4637 Option 1

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Please give us some information about your requirements:

Are you booking a

Wedding Reception	Yes/No
Party	Yes/No
Christening	Yes/No
Funeral Wake	Yes/No
Conference/Seminar/Meeting	Yes/No

Which room do you require

Lounge	Yes/No
Conference Room	Yes/No
TV Lounge	Yes/No
The 19 th	Yes/No

Do you want the room for

The whole day	Yes/No
Morning	Yes/No
Afternoon	Yes/No
Other	Yes/No (Please specify)

What is the expected time of arrival ----- am/pm

How many guests are you expecting -----

Which drinks package would you like Bronze Silver Gold Platinum

TERMS AND CONDITIONS

These terms and conditions apply for the booking of a private function at Sandwell Park Golf Club.

The return of the signed agreement signifies both confirmation of the booking and acceptance of these terms and conditions.

Reservations

Any reservation for a private function including wedding reception, party, christening, funeral wake, conference, seminar or meeting requires a non-refundable deposit of 100% of the total charge payable at the time of booking to confirm the reservation.

Payment

All accounts must be paid in full by the date of the event. Any further charges for food, wine, refreshments, and drinks etc from the bar must be paid on the day of the event.

All orders must be guaranteed by a pre-authorised credit card. Any accounts outstanding on the date of the event will be charged to the credit card number provided. It is the client's responsibility to settle any outstanding accounts prior to the conclusion of the function.

Alterations to Catering Numbers

Approximate numbers for any catering should be advised at the time of booking. Final numbers must be submitted not later than 7 days prior to the event; the numbers advised will form the basis of the final account.

Cancellation Charges

The following cancellation charges will apply to any confirmed reservation:

- ❖ Up to 2 calendar months before the function – 33% of the estimated total charge
- ❖ Up to 1 calendar month before the function – 50% of the estimated total charge
- ❖ Up to 1 week before the function – 100% of the estimated total charge

General

The client in accepting these terms and conditions assumes responsibility for any damage and/or loss caused by them or any member of their party in any part of the Clubhouse or grounds.

The client agrees to pay the Club the full cost of any property of the Club which is stolen or damaged beyond repair. Where damaged property is repairable, the client will pay the full cost incurred by the Club in rectifying the damage.

The consent of the Club is required if the client wishes to affix anything to walls, floors and ceilings.

The Club accepts no responsibility for loss or damage to any property of the client or their guests other than such as may be caused as a direct result of any negligent or fraudulent act or omission of the Club.

All visitors to the Club must comply with the Club's dress code which is smart attire. Guests in tracksuits, tee shirts or trainers are not acceptable.

Mobile phones are not acceptable in the public areas of the Clubhouse or on the patio in front of the Clubhouse.

All guests/visitors must be respectful to the users of the Golf Club and under no circumstances are allowed onto any part of the golf course.

For reasons of safety, all children must be supervised at all times inside and outside of the Clubhouse and should not be allowed onto any part of the golf course including the putting greens, sand bunkers and areas surrounding the Clubhouse.

Sandwell Park Golf Club accepts no responsibility for any accidents that may occur if these terms and conditions are compromised and failure to do so may result in guests being asked to leave the premises.

I, the undersigned, confirm the above mentioned booking. I have read and fully understand that the contract is subject to the terms and conditions set out above.

Signature of Organiser

Printed Name

Date