



## Banquet Guide

Thank you for considering Colonial Country Club as you plan your special event. Colonial Country Club will help to ensure we meet every detail involved with each event from meetings and seminars to wedding ceremonies and receptions. We will dedicate ourselves in the success of your event. Our venue, as well as services, will help provide the ideal surroundings for any type of event, business or pleasure.

We would love to serve you and your guests and look forward to working with you toward all of your desires. We hope all of the information included in this packet is helpful in planning your upcoming event. For any additional information or event needs please contact

Colonial Country Club at 336.475.0596.

Delaney Hart  
Director of Events  
[Delaney@CCC-nc.com](mailto:Delaney@CCC-nc.com)



# *Event Regulations*

*The following event regulations apply to all private, social, or business functions (and must be adhered to unless otherwise approved by the Board of Directors or Club Manager).*

- A. The club shall not be responsible for loss of personal property brought to the club by members, guests, or visitors.
- B. Any decorations, etc. belonging to sponsors or their guests must be removed immediately following said functions.
- C. The club facilities will be available for decorating during normal club operating hours provided the room is not reserved for other use.
  - 1. *Decorating must be completed one (1) hour prior to function to allow the club staff sufficient set up time.*
  - 2. *Club personnel will not be provided to assist in decorating without prior approval.*
  - 3. *The club reserves the right to control how and where decorations may be placed. This should be discussed in detail with Club Management prior to the day of the event.*

## **Private Functions**

- A. All private functions must be held for or sponsored by a member. A sponsoring member is responsible for all charges incurred and any damages to club property.
- B. The **club must cater all events held at Colonial Country Club**. The only food items that may be brought in are occasion cakes. No Exceptions. The Colonial Staff will be more than happy to cut and serve your occasion cake for you. A cake-cutting fee of \$25.00 will be added to your bill for this service.
- C. The club will provide shuttle service to and from the lower parking lot for \$50.00 per 2 hours.
- D. The club will provide a beverage cart service for special tournaments for \$50.00 per cart outside of normal beverage cart hours.

## **Special Requests**

- 1. The club will be happy to honor special requests if they do not require extra preparation time. However, if extra preparation is required, appropriate charges will be added to the bill.
- 2. The prices for all per person items are based on average consumption of your guests. Therefore, leftover per person food items belong to Colonial Country Club.
- 3. Any entertainment must be approved by management prior to the function.

## Damage/Clean Up/Entertainment

1. Damage to banquet facilities and/or extraordinary clean-up to the premises will be billed to the sponsor's club account, if not paid promptly by host of function. Any additional clean-up will be billed according to clean-up cost (NO RICE, BIRDSEED OR CONFETTI).
2. Florists and decorators must clean up any waste before and after the activity. The Club Manager must approve all decorations and entertainment prior to the function.

## Alcoholic Beverages

1. In accordance with ABC laws, brown bagging is prohibited on Club property.
2. Alcoholic beverages may not be served to anyone under the age of 21. Hosts are expected to help enforce this.
3. ID's will be required for all persons that appear to be under the age of 35 in accordance with ABC Laws. If an ID is requested and not presented, the person will not be served an alcoholic beverage.
4. Any guests providing alcohol to under-age persons will be denied additional bar service.
5. The club reserves the right to discontinue bar service to intoxicated guests.
6. Specialty wines provided by the host with the express consent of the Club Manager may be brought in and served by the Club Staff for a \$15.00 per 750ml corkage fee.

## Attendance Guarantee

1. All menus must be confirmed 30 days in advance
2. A minimum attendance guarantee is required 7 days prior to the function.
3. That count may not be lowered after that time regardless of the reasons.
4. If your attendance is lower than the guaranteed number you will be charged for your guarantee; however if your attendance is greater than the guarantee you will be charged for the actual number of attendees.
5. The club will be prepared to serve up to 5% more than your guarantee; however, we cannot insure proper food and service to numbers beyond your attendance guarantee plus 5%.

**\*\*You will be required to have a chaperone per 25 children attending an event.\*\***

## Wedding Ceremonies

1. There is a \$200.00 charge for all Wedding Ceremonies held at Colonial Country Club within the boundaries of the clubhouse and/or porches.
2. The maximum seating allowed for Ceremonies is 120.
3. To be married on the Tee Box or other areas of the course, there will be an additional \$500 fee for the closing of the Tee.

## **Gratuities and Tax**

All food, beverage and other services (valet cart, etc.) prices are subject to 7% sales tax and 20% service charge.

## **Prices**

Prices confirmed more than six months prior to function dates are subject to change.

## **Deposit**

The club requires a deposit equaling 20% of the estimated food cost and the amount of the room rental. This deposit is due 2 weeks after booking your desired date for your function. If we do not receive your deposit and your signed contract, we cannot hold that date.

## **Payment**

Member events will be billed to their account number. Sponsored events are expected to pay in full the day before the event with no exceptions.

## **Cancellation Policy**

In case of cancellation of your event, you would need to cancel your reservation at least 90 days in advance of your event date to avoid losing your deposit monies.

## **Function Completion Times**

1. Evening functions held at Colonial Country Club are booked for a four-hour time period; all functions exceeding the four-hour range will be charged an additional \$100.00 per hour.
2. All functions must conclude no later than 12 am. Bars will shut down 30 minutes prior to the end of the event according to ABC laws

An additional charge of \$100.00 per hour will be charged for functions continuing after 12 AM and a \$15 charge per server, to be arranged by the sponsor in advance.

## **Conduct**

Members using Club facilities or sponsoring private parties are responsible for seeing that such parties are conducted with decorum and in a manner that will not bring the Club into disrepute or interfere with the use of the Club by other members.

## **Club Table Decorations**

Request for special colored napkins and tablecloths charged accordingly.

(No charge for house colors and/or sizes)

Mirrors, candles, globes, and candles will be charged \$7.50 per arrangement.

## Room Rental Rate Structure

*If a member is holding a personal event for immediate family (parents, children, siblings), the member will not pay a room rental fee. Personal events include birthday parties, weddings, anniversaries, and baby showers.*

**\*\*Members holding an event for their business must pay the Member Business charge.\*\***

*If a Member is sponsoring an event for anyone other than Immediate Family then the event must pay the room fee associated with the room .*

*\*Member must be present at all member sponsored events and is held accountable for the conduct of their Guest\**

ROOM	COLONIAL	GRILL	PRESIDENT'S	LOUNGE	MCR	ENTIRE CLUB
Room Rental (Nonmembers or Non-personal member events)	\$500	\$150	\$50	\$200	\$100	\$1000
Civic Group (Monthly)	\$100	\$100	\$50	\$100	\$100	\$500
Civic Group (Weekly)	\$25	\$25	\$25	N/A	N/A	N/A
Non-Profit Organizations	\$250	\$100	\$25	\$100	\$75	\$500
Member Business	\$250	\$100	\$25	\$100	\$100	\$500
Room Capacity Seated	75-100	50-60	20-25	20-40	15-30	210

\*If you are interested in renting the entire club on a Wednesday or Thursday night, you must spend at least \$2,500 including the room rental fee.

\*If you are interested in renting the entire club on a Friday night, you must spend at least \$3,000 including the room rental fee.

## Colonial CC Beverage Guide

### Bar Options

Cash Bar – Host is responsible for the \$95 bartender fee, all alcohol will be purchased by CASH only from your guests. It is the HOST responsibility to convey to guests that it is CASH ONLY.

Host Bar- bar service is compliments of the host and will be added to the bill of the function at end of the event.

Bartender charge \$95.00 for each bartender.

**All prices are subject to a 20% service charge and the current 7% sales tax.**

## Beverage Policies:

Colonial Country Club has all ABC permits.

All drinks are charged on a consumption basis.

Prices can only be guaranteed 90 days prior to the function.

No outside beverages of any type allowed without prior permission of management.

### Liquor Selections

#### House Brands

Vodka.....Popov  
Gin.....Gordon's  
Rum.....Castillo  
Tequila.....Montezuma  
Bourbon.....Ancient Age  
Canadian Whisky.....Seagram's 7  
Scotch.....Clan McGregor

*\$5.00 per Drink*

#### Premium Brands

Vodka.....Absolute  
Gin.....Tanqueray  
Rum.....Malibu  
Bourbon.....Jim Beam  
Canadian Whisky.....Jack Daniels  
Scotch.....Dewar's White Label

*\$5.50 per Drink*

*\*\*Other Liquor Selections Available*

### Wine Selections

#### House Wines

*By Oak Vineyard Winery of California*

Chardonnay

White Zinfandel

Cabernet Sauvignon

Merlot

*\$4.50 per Glass*

*\*\*Please ask for a complete wine list if you would like to select a particular wine for your function\*\**

#### Champagne

Champagne toasts are encouraged for all wedding receptions and celebrations. We will be more than happy to butler champagne prior to the cake cutting. It is also an excellent touch to butler champagne as the guests arrive and are waiting for the arrival of the wedding party.

*\$20.95 per Bottle*

## **Mimosas**

Our Mimosas are prepared with orange juice and our house champagne.

*\$37.95 per Gallon*

## **Mimosas Bar**

Choose from a selection of juices:

Orange, Cranberry, lemonade, Grapefruit juice, Pineapple

Specialty Juices (price will vary):

Mango, Peach, Pomegranate, Strawberry

## **Beer Selections**

### **Domestic**

Bud Light

Miller Light

Coors Light

Michelob Ultra

Yuengling

*\$3.00 per Bottle*

### **Premium & Import**

Corona

Heineken

Amstel Light

Sam Adams Boston Lager

Angry Orchard

*\$4.00 per Bottle*

### **Microbrew**

Ask about local and Microbrew pricing

### **Keg Beer**

Domestic Keg...\$275.00

*Import Kegs are Available Upon Request, Price will Vary*

**\*Cash bar pricing available upon request\***

## *Equipment and Banquet Rentals*

Floor Lights (6).....\$25

PA System .....\$55

Easel .....\$5

Basic centerpiece:

Hurricane globe, tall candle on top of mirror with three votive candles.....\$7.50

Projection screen.....\$20

DVD Player.....\$10

White chair cover with stacking chair (120), \$2.00 per chair for in house covers

**\*\* All specialty linens cost are biased on Market Prices\*\***





# *Vendor Referrals*

## Production/Music

Sam Hill Entertainment 866.726.4455

Wishful Thinking- Duane and Jennifer Lingle 336.547.9217

Rob Massengale 336.375.1999

Wally West 336.288.2220

East Coast Entertainment Agent- Ted Hall 800.950.2263 ext. 105

Showtime Productions DJ 919.208.1295

The Venture Rays 866.726.4455

Paul Cordts 931.0717 or 686.1227

Steve Carter 336.687.2141

Anything Music- Aaron Kinne 919-627-0288

Randy Smith 336.869.2307

Triad Wedding DJ 336.420.1563

Tommy Hodges 336.848.0499

Sound Illusions 336.495.3041

## Florists

Blossoms & Sweet Blossoms 336.856.0900

Flowers by Neil 336.472.7300

Herron House 336.476.2981

Botanica Flowers and Gifts- Cindy Tole 336.288.1908

Price Nursery 889.3588

Just Priceless 883.6249

Grace Flower Shop Inc. 889.4211

## Wedding Cakes

Blossoms & Sweet Blossoms 336.856.0900

Maxie B's 336.288.9811 Battleground Ave

Cakes by Manfred- Manfred Schimdt 993.3985 Kernersville

Delicious Bakery 366.282.1377

# *Vendor Referrals Continued*

## Photographers

Amore Vita Photography- Julie Beckmann 631.804.3586  
Autumn Songs Photography- Rodney Slate 336.475.6457  
Hazel Kuehn - [www.hazelkuehn.com](http://www.hazelkuehn.com)  
Yasmin Leonard Photography 336.848.0003  
Classic Photography- Rex Truell (Photo Booth) 336.476.4938

## Videography

BlueBerry Fusion 910.208.0078  
Good Earth Films 252.646.4990  
Heart Stone Films 919.827.4452  
HoneyDew Films 336.685.1556  
Inkspot Crow 910.639.7205  
Iron Kite Video 336.382.4445  
Red Letters Media 336.259.8756

## Rentals

Southern Event Rental 336.852.6085  
Happy Rentz 336.370.1234  
Party Rentals by Lisa 336.273.3814  
Partymakers 336-275.9171



# *Colonial Country Club*

7047 Colonial Club Drive

Thomasville, NC 27360

Telephone 336-475-0596 Fax 336-472-7722

Email: [Delaney@ccc-nc.com](mailto:Delaney@ccc-nc.com)

Dear Client,

Thank you for booking your function at Colonial Country Club. I am certain that you will be pleased with the services of our club. Enclosed is a copy of your function sheet as well as a contract for your review and approval. Please contact me with any questions or concerns after reviewing the information. If everything is correct please sign the banquet contract and return to the club, accompanied by a check for your deposit. Any changes needing to be applied to your contract and/or function sheet should be brought to my attention as soon as possible. This will allow time to update your information and send you a corrected copy on a timely basis.

Sincerely,

*Delaney Hart*

Director of Events

Colonial Country Club

This contract for the services of Colonial Country Club consisting of but not limited to banquet facilities, catering and staffing for your event is made (DATE) \_\_\_\_\_ between the undersigned persons and Colonial Country Club.

It is agreed that in case of cancellation without prior written notification at least ninety (90) days prior to the event along with the consent of Colonial Country Club, the engager will agree to pay the estimated total cost of the event to Colonial Country Club.

It is agreed that in case of cancellation of this event without written consent of Colonial Country Club no later than ninety (90) days prior to the engagement, that the deposit will become nonrefundable.

This contract will be void unless returned signed along with the deposit within 30 days

This instrument contains the entire agreement between the parties; and no statement, promise or inducement made by any party hereto, or agent or representative of either party hereto, which is not contained in this written contract shall not be valid unless written and endorsed by both parties.

I have read and understand the Event rules and regulations, including but not limited to the attendance guarantee section. I understand that I will be charged for my guarantee unless I have more attendees than the guaranteed number.

By signing this contract, I acknowledge that I have read and understand the rules and regulations package and I agree to all the information on this contract.

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Agent for CCC (printed)	Agent for CCC (signature)	Date
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Name of Engager (printed)	Name of Engager (signature)	Date
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