

BANQUET AMENITIES AND INFORMATION

Deposits & Room Rental Fees

A deposit is required for all events that take place at our facility. The deposit funds are applied towards your final bill, and guarantee the date and time of your event. All deposits are non-refundable. The deposit amount is based upon room selection. The Room Rental Fees for Briar Ridge Country Club (The Club) are outlined below.

ROOM	SUNDAY-FRIDAY	SATURDAY
Main	\$750.00	\$1,000.00
St. Andrews	\$375.00	\$500.00
Main/St. Andrews	\$1,000.00	\$1,250.00
Dublin	\$150.00	\$250.00
Directors Room	\$100.00	\$50.00
Powers Office	\$100.00	\$50.00

Pricing and Payments

All prices quoted are subject to 7% Indiana Sales Tax and 20% service charge. Any payment made by a credit card will be subject to a 2% surcharge. Due to fluctuating wholesale food & beverage costs, menu prices will be guaranteed ninety (90) days prior to the event, when menu choices are selected. Final payment is due ten (10) days prior to the event. At the time of payment all menu choices and final guest count are due. The Club reserves the right to settle any additional charges incurred the day of the event. These charges may include, but are not limited to: a higher guest count than guaranteed, additional rental equipment used, or loss/damage to The Club's property.

Cancellation

The client will forfeit the deposit in the event of a cancellation.

Food and Beverage Policy

In accordance with the Indiana State Board of Health, it is the policy of BRCC that all food and beverage must be purchased from our facility. BRCC does allow cake and baked items to be brought into the Club. All cakes and baked items must be purchased from a licensed bakery. BRCC has the right and obligation to confiscate any food and beverage brought into the Club. Furthermore, Club policy dictates that food and beverage must never leave the facility after it has been served due to foodborne illness concerns. All bar packages are priced for four hours. The banquet bar will close by 11:30 pm, unless extra time was added for additional fee in advance. BRCC does not allow shots or double shots of liquor. Extra bartenders, satellite bars, and bar packages are available upon request.

BANQUET AMENITIES AND INFORMATION

Room Set Up

The Club will provide all tables and chairs that are assets of the club. The tables that are provided are round and fit 8 guests. All table set ups and breakdowns are included as well as white table cloths, white or colored napkins, white table skirting, chinaware, glassware, and silverware. The Club can provide specialty linens at your request. Audio/visual equipment can be rented through The Club for an additional fee.

Decorations

The Club permits non-damaging decorations for any event; with the exceptions of confetti, glitter, feathers, or any other items that could leave permanent damage to the property. Violations will be subject to a \$250.00 cleaning fee. Speak with the Banquet Department to set up appropriate decorating time; these times may depend on other events the club may be hosting. The Club is not responsible for damage or loss of personal items.

Vendors

The Club supports the use of outside vendors who must follow the rules and regulations of the Clubhouse. Vendors are not allowed to consume alcoholic beverages and must act in a courteous and professional manner. Smoke machines and fireworks are not allowed.

Dress Code

Business casual attire is permitted throughout the Clubhouse. Halters, short shorts, cut offs, or bathing suits are not permitted at anytime in the Clubhouse.

On Site Ceremony

Indoor or outdoor ceremonies can be arranged in conjunction with the wedding reception at a per guest price of \$6.00. This includes white garden chair, set up, take down, ceremony rehearsal and day of coordination. Specifics can be discussed with the Banquet Department.

Room Capacity

The Club's Banquet Rooms are assigned on availability and the number of guests attending the event. Room capacity may vary based on floor plan design and specific menu choices. Please speak with the Banquet Department for more information.