

**Hendricks Golf Club**

1014 Country Hwy 17  
Hendricks, MN 56136  
507-275-3852

**EVENT CONTRACT**

**Contact Information**

Name(s) Hosting Party \_\_\_\_\_  
Company/Professional Organization (if applicable) \_\_\_\_\_  
Primary Phone \_\_\_\_\_ Secondary Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Address (used for deposit return and billing) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Deposit Return (if any) Made Out To \_\_\_\_\_

**Event Information**

Date \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Event Type \_\_\_\_\_ Estimated Guest Count \_\_\_\_\_  
Reception/Banquet Location \_\_\_\_\_ Ceremony Location (if applicable) \_\_\_\_\_  
Rental Time: Start at \_\_\_\_\_ Concluding at \_\_\_\_\_  
Additional Information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Facilities**

Clubhouse (indoors) half (1/2) west side: \$250 \_\_\_\_ (non-club member), \$175 \_\_\_\_ (club member)

Clubhouse (indoors) full (clubhouse will be open to the general public) \$450 \_\_\_\_

The event will be allotted 4.5 hours with a rounding up of \$150 charge for every hour thereafter. Wedding ceremonies include an additional 30 minutes of event time. All activity must be concluded by 12:00 am. Rental fees include an additional two hours prior to the start of the event for decorations and/or pictures and one hour afterward to remove items brought in by the hosting party. Adhesive tape, nails, tacks, fake flower petals left on lawn, rice, glitter, and confetti are prohibited. HGC reserves the right to restrict decorations that may cause damage to the premises. Guests will confine themselves to the specific areas rented and are not to interfere with golfers or patrons checking in at the clubhouse.

Outdoor (patio) and (private tent setup) \$150 \_\_\_\_

Overflow Parking (see page 3) \_\_\_\_\_ I decline overflow parking option \$50 \_\_\_\_

**Signature**

I have paid a \$100 non-refundable deposit to secure the date of my event and agree to pay all additional facilities rental, food, beverage, and service charges in accordance with the terms and conditions listed on the back of this contract.

Signed \_\_\_\_\_ Date \_\_\_\_\_

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### Terms and Conditions

**Deposit.** A \$100 deposit is required to secure the date of your event. This deposit is nonrefundable in the event of cancellation. Providing the event takes place it will be applied to the final bill. \_\_\_\_\_ initial

**Catering.** Depending on the event, the HGC Clubhouse Manager reserves the right to cater the meal. If HGC is not able to or willing to cater, the Hosting Party may bring in outside food. This includes wedding cakes and guest favors. \_\_\_\_\_ initial

**Menu & Guest Count.** If the meal is provided by HGC, the guaranteed count is due two weeks prior to the event. Menu prices are subject to change, and prices are not guaranteed until a selection has been submitted. You will be charged \$\_\_\_\_\_per plate for the guaranteed count or the actual count, whichever is greater. \_\_\_\_\_ initial

**Bar Services.** There will be an alcoholic beverages service charge of \$100 set up fee for an event under 100 guests, \$150 for an event up to 200 guests. This is for events that are renting the entire facility and/or using outdoor space. A 20% service charge and Minnesota sales tax will be applied to all hosted beverages. It is a strict violation of HGC liquor license to consume any alcohol on the premises that was not purchased through HGC. The hosting party will be subject a \$50 fee per item for any alcoholic beverage found that was not purchased through HGC. HGC reserves the right to confiscate outside alcohol and dismiss any guest who violates liquor policy. All guests consuming alcohol require identification on the premises. \_\_\_\_\_ initial

**Reception Space.** Events are allotted 4.5 hours with a \$150 charge for every hour thereafter if approved. Wedding ceremonies will include an additional 30 minutes if the ceremony takes place at HGC. All activity must conclude by 12:00am. The rental fee includes an additional two hours prior to the start (not including private tent setup time) for decorations and/or pictures and one hour afterward to remove items brought in by the hosting party (tents will be removed the following day). \_\_\_\_\_ initial

**Payment.** Full payment for all charges, with the exception of certain beverages, is required one week prior to your event. If the payment is not made on time, HGC reserves the right to cancel the event or subject the unpaid balance to an interest rate of 5% until payment is made in full. Prices are not guaranteed until a contract is signed and submitted. Hosted beverages not paid in advance of the event require a credit card on file prior to the start of the festivities. \_\_\_\_\_ initial

**Property.** The hosting party is responsible for any property damage to the premises and equipment during their scheduled event. All items brought in by the hosting party and/or guest(s) must be removed at the conclusion of the event. HGC is not responsible for any loss or damage to your property that happens on the premises. \_\_\_\_\_ initial

**Golf Club Indemnification.** To the extent permitted by law, you agree to protect, indemnify, defend, and hold harmless HGC, it's board, respective employees and agents against all claims, losses or damage to persons or property, governmental charges or fines, and costs (including reasonable attorney fees), arising out of or connected with your function, except those claims arising out of the negligence or willful misconduct of the golf course. The parties agree in the event that a dispute arises in any way relating to or arising out of this contract, the prevailing party in any arbitration or court proceeding will be entitled to recover an award for its reasonable attorney fees. \_\_\_\_\_ initial

**Amendments/Changes.** Any amendments or changes to the arrangements described in this contract must be made in writing, signed by both the hosting party and HGC. \_\_\_\_\_ initial

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**Overflow Parking Indemnification.** To the extent permitted by law, you agree to protect, indemnify, defend, and hold harmless Keith, respective employees and agents against all claims, losses or damage to persons or property governmental charges or fines, and costs (including reasonable attorney fees), arising out of or connected with your function, except those claims arising out of the negligence or willful misconduct of the Parking Lot. The parties agree in the event that a dispute arises in any way relating to or arising out of this contract, the prevailing party in any arbitration or court proceeding will be entitled to recover an award for its reasonable attorney fees. \_\_\_\_\_ initial

I have read, understand, and agree to the above terms and conditions.

\_\_\_\_\_ **Hosting Party**

\_\_\_\_\_ **Date**

\_\_\_\_\_ **Hendricks Golf Club, Event Manager**

\_\_\_\_\_ **Date**