



PRIVATE EVENT AGREEMENT

QUAIL HOLLOW GOLF COURSE

EVENT DETAILS

EVENT DATE:	SETUP TIME:	START TIME:	END TIME:
PURPOSE:			
Please select a venue space.			
<input type="checkbox"/> INDOOR: Accommodates up to 50 seated guests (includes tables and chairs for 50 guests)			
<input type="checkbox"/> INDOOR + EXTENDED PATIO: Accommodates up to 100 seated guests (includes tables and chairs for 100 guests, available May - September)			
<input type="checkbox"/> HALF-DAY Select one: <input type="checkbox"/> 7 a.m. to 4 p.m. <input type="checkbox"/> 4 to 10 p.m.			
<input type="checkbox"/> FULL-DAY RESERVATION (7 a.m. to 10 p.m.)			
GUEST COUNT:			
CONTACT PERSON:			PHONE:
MAILING ADDRESS:			
CITY:	STATE:	ZIP:	
EMAIL ADDRESS:			

QUAIL HOLLOW GOLF COURSE VENUE FEES

Venue Space	Time Period	Half-Day	Full-Day
Indoor	Monday – Thursday	\$200	\$400
	Friday – Sunday	\$300	\$600

Payment Terms

1. A non-refundable deposit of the base room fee is required to secure the venue.
2. **Final payment for the total headcount for food is due 14 days prior to the event date.** The attendance figures you provide 14 days prior to the event date will not be subject to reduction.
3. Additional charges (such as additions in catering services) will be invoiced separately and must be paid by the end of the following business day.
4. Cancellations must be made **14 days before** the event date. The deposit is non-refundable regardless of cancellation date.

Booking Policy

1. A Private Event Agreement is required to reserve the venue.
2. Event dates are subject to availability.
 - o **October through April:** Open to all groups based on availability; **Indoor** venue space is available.
 - o **May through September:** Open to all groups based on availability; **Indoor + Extended Patio** venue space is available.

The following services are included with all venue bookings:

- **Tables and Chairs.** Indoor seating can accommodate 50; Extended Patio can accommodate an additional 40 (available May – September).

A 20% Special Event Service Fee will be charged to all Food and Beverage Services.

- **Linens.** Choice of either black or white tablecloths. Glass centerpieces available upon request.
- **Audio/Visual Equipment.** Roll-out TV for presentations, microphone and projector are available.
- **Serving Tables.** Availability of (2) six-foot tables and (2) eight-foot folding tables.
- **Dinnerware.** Choice of elegant white dinnerware or premium black disposal tableware.
- **Staffed Bar.** Fully stocked bar with bartender services.

Event Food and Beverage

All food and beverages must be provided by the Golf Course unless otherwise arranged with our Catering Supervisor. Food selections and final counts must be confirmed no later than **14 days prior to the event date.** Alcoholic beverages must be purchased and consumed in compliance with Golf Course policies.

MENU + FOOD SELECTIONS		
<i>Please select one menu option to be served at your event. Pricing is per-person.</i>		
Breakfast (All breakfast choices include coffee, tea, and orange juice)		
<input type="checkbox"/> Breakfast Burrito	\$15	Quantity: _____
<input type="checkbox"/> Breakfast Buffet – eggs, hashbrowns, bacon/sausage, fresh fruit & choice of toast	\$17	Quantity: _____
<input type="checkbox"/> Morning Mix Assorted muffins, pastry & croissants, fruit, Greek yogurt & Granola (choose up to 3)	\$12	Quantity: _____
Lunch Buffet (groups of 20 or more) (Includes two Sides)		
Select choice of side: <input type="checkbox"/> Garden Salad <input type="checkbox"/> Caesar Salad <input type="checkbox"/> Pasta Salad <input type="checkbox"/> Potato Salad		
<input type="checkbox"/> Dagwood Sandwich		
<input type="checkbox"/> Burger Bar	\$20	Quantity: _____
<input type="checkbox"/> Smoked Pulled Pork Sandwich	\$20	Quantity: _____
<input type="checkbox"/> Smoked Brisket	\$25	Quantity: _____
<input type="checkbox"/> Taco Bar – Beef and Chicken Tacos served with Spanish rice, black beans, & tortilla chips	\$22	Quantity: _____
<input type="checkbox"/> Baked Potato Bar served with a side Garden or Caesar Salad	\$22	Quantity: _____
Dinner Buffet (Includes two sides)		
Select choice of sides:		
<input type="checkbox"/> Golden Beet Mixed Greens Salad <input type="checkbox"/> Caesar Salad <input type="checkbox"/> Garlic Mashed Potato		
<input type="checkbox"/> Sicilian Tossed Salad <input type="checkbox"/> Grilled Jack Cheese and Chive Polenta <input type="checkbox"/> Roasted Sweet potato with Rosemary and honey <input type="checkbox"/> Potato Gratan <input type="checkbox"/> Seasonal Veggie		
<input type="checkbox"/> Whiskey Herb Chicken	\$26	Quantity: _____
<input type="checkbox"/> Salmon	\$35	Quantity: _____
<input type="checkbox"/> Prime Rib	\$37	Quantity: _____
<input type="checkbox"/> Pasta Primavera (vegetarian)	\$24	Quantity: _____
Party Platters (Serves 25 per platter, please note if ordering multiple party platters)		
<input type="checkbox"/> Teriyaki Meatballs \$85	<input type="checkbox"/> Mini Wraps \$125	<input type="checkbox"/> Wild Mushroom Strudel \$150

A 20% Special Event Service Fee will be charged to all Food and Beverage Services.

<input type="checkbox"/> Charcuterie Board \$250	<input type="checkbox"/> Spinach Artichoke Dip \$85	<input type="checkbox"/> Stuffed Mushrooms \$150
<input type="checkbox"/> Antipasto Skewers \$200		
Desserts (Please consult with Catering Supervisor on seasonal selections)		

Additional Terms and Conditions

1. The Event Organizer is responsible for any damage caused to the Golf Course property by participants, vendors, or sponsors during the event. The Event Organizer will be billed for the cost of repairs or replacements.
2. The Golf Course reserves the right to cancel or reschedule the event due to unforeseen circumstances such as inclement weather.

By signing this contract, the Client agrees to the terms and conditions outlined above.

NAME:	DATE:
SIGNATURE:	

4720 N. 36th Street | Boise, ID 83703

QUAIL HOLLOW GOLF COURSE

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