



Event Terms and Conditions

Neither the patron nor their guests will be permitted to bring outside food or beverage into the Clubhouse or its premises. Strict ABC regulations guide us; no outside alcoholic beverages are allowed on club property. Any outside alcoholic beverages found will be confiscated, and guest(s) will be requested to leave the premises.

All food and service are guaranteed to be specified. Any alterations or deviations from the function agreement will be executed only upon written orders signed by both parties.

Country Club of Culpeper will not be liable for damages to or loss of any merchandise or articles left in the Clubhouse or about the Country Club of Culpeper premises before, during, or following the patron's function.

The Client will be responsible for the acts of their guests. Minors must have parental supervision and remain off the golf course.

Pricing and information are non-transferable and solely for the use of the Country Club of Culpeper and the above- listed Client. Event arrangements are tentative until the Country Club of Culpeper receives a signed proposal. Menu selection and minimum guest count are due three weeks in advance; the Final guest count is due one week before the event/wedding. The Client is responsible for removing all decorations and flower arrangements at the end of the event.

The deposit will be forfeited if the Client cancels the event with less than 90 days' notice and management cannot re- book the space. If the cancellation occurs within 14 days of the event, the Client will be charged for any perishable food items purchased for the event that the Clubhouse cannot use, and the deposit will be forfeited. If the Client cancels the function on the day of the event for whatever reason, the Client will be charged the total contract amount. Cancellations must be by written notice addressed to the Club Manager.

In the event of a fire, flood, acts of God, or other causes beyond the control of the Country Club of Culpeper which prevent the delivery of contracted services, the parties hereto release each other from all contract performances and damages resulting from the breach thereof.



Event Terms and Conditions

The Country Club of Culpeper's event & wedding services are available to anyone. Being a member of the Country Club is not a requirement. The clubhouse will NOT be closed to members.

Gratuity and Tax

A 20% gratuity charge is added to all food and beverage costs. This charge includes the standard staffing charges, including setup, food service, cleanup, and the hourly rate for all staff responsible for executing your event. An 11.3% tax will be added to all food and beverage.

Booking Your Event & Wedding

We require a signed copy of the proposal/contract and a deposit of \$250 for events & \$500 for weddings to hold your date.

Final Guest Count

The final guest count for your event/wedding is due one week before your event date. We allow access to the Clubhouse the morning of for decorating needs. Please ask about decorating needs the night before your event/wedding. If the room is open, you are more than welcome to start decorating at that time.

Rental Includes

Main Dining Hall, Bar Area, Bridal and Groom suite, porches, manicured lakefront lawn, parking, existing tables and chairs, standard linens, silverware, and glassware. Complete set-up and clean-up.

Room Rental Fees:

Wedding Venue \$1000

0-20 People \$250

21-40 People \$350

41-100+ People \$500

events@countryclubofculpeper.com

540-825-1746

2100 Country Club Road Culpeper, VA 22701



Event Contract

Pricing and information are non-transferable and solely for the use of the Country Club of Culpeper and the listed Client.

Please sign and date your acceptance of this proposal and return it to the club by email or regular mail.

Accepted By: _____

Date: _____

Contact Information:

Person(s) Name:

Phone Number:

Email:

Deposit Information:

Name on

Card: _____

Credit Card

Number: _____

Expiration Date: _____

Security Code: _____

Billing Zip Code: _____