

WOODLAKE COUNTRY CLUB

25 New Hampshire Ave., Lakewood, NJ 08701 (732) 367-4500 (732) 363-3017 Fax www.woodlakecountryclub.com

Catering Contract

Group Name: Brick Township Board of Education		Date: Friday, May 19, 2017	
Contact Person: Christine Conti		Time: 7:00 PM – 11:00 PM	
Address: 101 Hendickson Avenue Brick, NJ 08724		Room: All Space	
Phone: 732-575-4768		EXP: 400	MIN. GTD: 350
		Type of event: Prom 2017	
<i>Menu</i>		<i>Menu</i>	
Time:		Time:	
Location:		Location:	
<i>SPECIAL REQUIREMENTS FOR CHEF</i>			
<p style="text-align: center;">Prom Package Buffet Dinner <u>Hors D'oeuvres</u></p> <p>One Half Hour of Unlimited Butler-Style Hors D'oeuvres Chef's Selection</p> <p style="text-align: center;">Salads</p> <p>Tossed Garden Green Salad, House Dressing Traditional Caesar Salad with Pecorino Romano</p>		<p style="text-align: center;"><u>Entrees</u> (Choice of Four)</p> <p>Baked Ziti Beef & Broccoli Chicken Parmigiana Chicken Francaise Beef Tips Marsala</p> <p>Penne Pasta tossed in Vodka Sauce</p> <p>Chicken & Broccoli Penne Pasta with Marinara & Meatballs</p> <p>Chicken Marsala</p> <p>Chef's Selection of Seasonal Vegetable</p> <p style="text-align: center;"><u>Dessert</u> (Choice of One)</p> <p>Ice Cream Sundae Chocolate Mousse, Freshly Whipped Cream Plain Cheesecake or with Selected Fruit Topping</p> <p>Unlimited Soda Bar Fresh Roasted Coffee, Decaffeinated Coffee & Tea</p> <p>\$39.00 Per Person Inclusive of Service Charge</p> <p>Host Must Provide Tax Exempt Certificate Prior to Day of Event</p>	
Room Setup		Type of Bars	
Rounds of 10 & 12 Assigned Seating – TBD Linen - TBD DJ Table		Need a Server at Bar for Sodas	
Special Requirements		Billing Information	
		1st Deposit: \$500.00 Due upon receipt of contract 2nd Deposit: \$500.00 Due 6 months prior to event. Guaranteed Final Count due FIVE (5) Business days prior to function Final Payment due FIVE (5) Business days prior to function by Board of Education Check.	
I acknowledge the terms attached to the contract and agree to all of the terms by signing below. Signature: _____ Date: _____ Please Print Name: _____ Sales Representative: Mary Facchini Date: November 9, 2015			

BANQUET TERMS & CONDITIONS

1. All advance Deposits are non-refundable.
2. If the function is canceled by the group within (7) days of the function date for reasons other than acts of God, war, government regulation, civil disorders or other emergencies beyond the control of either party, the Group will pay the Club a cancellation fee of 50% of the contracted amount, which the Club considers lost revenue. Lost revenue is defined as the contracted number of attendees, multiplied by the charge per attendee, plus the cost of room rental and all incidental charges that would have been incurred. Because the club has foregone the opportunity to serve the groups, the damages sustained by the Club as a result of the cancellation are impossible to ascertain. Therefore, the cancellation charge is deemed to be liquidated damages, and not a penalty.
3. Payment for liquidated damages due as a result of cancellation of this agreement shall be made at the time of cancellation. In the event that the Club recovers some of its revenue by re-selling the space, reimbursement shall be made to you after the date of the scheduled event.
4. In arranging for private functions, the final attendance (at or above minimum guarantee) must be received by the Catering office no later than 12:00 p.m. Five (5) working days prior to the commencement of the function. This number will be considered a guarantee, not subject for reduction, and charges will be made accordingly. The Club cannot be responsible for service to more than 5% over the guarantee for groups of up to 200 persons. For groups over 200 persons, a maximum of 10 persons over the guarantee can be accommodated.
5. All federal and local taxes and charges which may be imposed or be applicable to this agreement and to the services rendered by the Club are in addition to the prices herein agreed upon, and the Customer agrees to pay them separately.
6. No food and beverage of any kind will be permitted to be brought into the Club by the Customer or any of the Customer's guests or invitees.
7. Performance of this agreement is contingent upon the ability of the Club to complete same and is subject to acts of God, labor disputes, strikes, or picketing, accidents, government (federal, state, and local) requisitions, restrictions upon travel, transportation, food, beverage, or supplies. The expense of items supplied by the outside vendors, whether arranged by The Club or the client, will be the sole responsibility of the Client. This includes but is not limited to tents, rental furniture, flowers, musicians, audiovisual equipment, service ware and customized menus. The Club will take every step possible to minimize these costs on behalf of the client.
8. If customer defaults in payment of amount due, and in the Club's sole opinion, are considered uncollectible, the Club has the right to turn the account over for immediate collection. Customer will be responsible for any and all court costs, legal fees, and/or collection costs resulting from such an action.
9. Payment shall be made in advance of the function unless credit has been satisfactorily established and accepted in writing by the Club. In this event, a deposit will be required at the time of signing the contract and the balance of the account is due and payable thirty (30) days after the function. In the event proper credit cannot be established, total payment is due prior to this function.
10. Customer agrees to be responsible for any damage done to the function room or any part of the Club by the Customer, his guests, invitees, employees, independent contractors or other agents.
11. The Club will not assume responsibility for damage or loss of any merchandise or articles left in the The Club prior to, during, or following the function. Moreover, The Club shall not be responsible for any items left behind. Any freight or shipping charges incurred as a result of materials, i.e., literature, audiovisual and video equipment, books, etc. being shipped to The Club remain the sole responsibility of the conference, association, group, or client.
12. Tax exempt organization: Yes: No: . This organization's tax exempt number is 21-6000220. Written certification is evidenced by attached copy. In the event that the State Controller determines that this function does not qualify for exemption, The Brick Township Board of Education accepts liability for these taxes.
13. If this agreement is not signed and received by the Club by the date listed on the opposite side of this contract, the Club is release from any and all obligations under this agreement. Any variation or other changes to this agreement must be made in writing and must be signed by both the customer and the Club.
14. Woodlake Country Club shall defend, indemnify and hold harmless the Brick Township Board of Education with respect to any claim for injury to property or person arising out of the acts of Woodlake Country Club, it subsidiaries, parents, agents, principals or employees or out of the condition of the rented premises, subject to the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq.
15. This agreement is subject to the availability and appropriation, annually of sufficient funds as may be required to meet the Board of Education's obligation.
16. The agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior written or oral and all contemporaneous oral agreements, understandings, and negotiations.
17. The following sentence certifies that Woodlake Country Club is of Non-Involvement in Prohibited Activities in Iran pursuant to N.J.S.A. 18A:18A,49.4 8a

(Date)	(Customer)
(Date)	(Club Representative)