



# Urbandale Golf and Country Club

## Banquet and Facility Policies

- All food and beverages must be purchased through Urbandale Golf and Country Club, with the exception of wedding cake, mints and nuts.
- No food or beverage may be removed from the facility. Any unused or leftover food will remain the property of Urbandale Golf and Country Club.
- An 18% service charge and 6% sales tax will be added to all food and beverage charges.
- Prices are subject to change; however, all quoted prices will be honored up to three months prior to the function.
- Payment is expected in full following completion of the function unless other arrangements have been made previously with the club manager.
- We require a guaranteed number of guests for each event 4 days prior to the event.
- Should it become necessary to cancel a confirmed booking within 90 days of the event, UGCC will retain \$500 of the \$1,000 deposit.
- The host or organization assumes legal and financial responsibilities for guests and will be responsible to reimburse UGCC for property damage or stolen articles.
- UGCC reserves the right to refuse its services to any non-member function.
- The Iowa Liquor Commission regulates the sale and service of alcoholic beverages. Minors will not be served. UGCC reserves the right to stop service of liquor at any time.
- Smoking is not permitted in the clubhouse with the exception of the outside patio and outside front entrance.

I have read and agree with the above policies established by Urbandale Golf and Country Club.

\_\_\_\_\_  
Date of Function

\_\_\_\_\_  
Date of Agreement

\_\_\_\_\_  
UGCC Representative

\_\_\_\_\_  
Host or Organization Representative