



Oak Crest Golf Club
N1475 US Hwy 8 (PO Box 36)
Norway, MI 49870
www.oakcrestgolf.com
Clubhouse: 906-563-9046

Oak Crest Rental Agreement

Day & Date of the Event: _____

Number of guests expected: _____ Time of the Event: _____

Contact for the Event: _____ Phone: _____

Address: _____

Person Responsible for Payment: _____

Dinner

Buffet: _____

Plated: _____

Hors d oeuvres: _____

Bar

Private Bar
(Bar needed in Banquet Hall)

Open Bar
(Party is paying for all drinks provided)

Cash Bar
(Individual is responsible for all drinks)

Policies

- *\$300 deposit is required to hold the date for any event scheduled.*
- *If an event is cancelled, we reserve the right to keep the deposit.*
- *Person or persons signing the contract shall be responsible for all remaining charges the day of the event.*
- *An 18% gratuity and a 6% sales tax will be added to the total bill.*
- *As host you are responsible for the behavior and actions of your guests.*
- *Any damage caused by guests will be the host's responsibility.*
- *The bartenders, at their discretion, have the right to refuse anyone.*
- *No outside food or beverages are allowed on Oak Crest property. Exception is the wedding cake.*
- *No one under the age the 21 will be able to purchase or consume any alcoholic beverages.*
- *The number of guests must be confirmed two weeks in advance. You will be billed for the number quoted.*
- *Only Oak Crest staff is allowed behind bar or kitchen.*
- *Oak Crest is not responsible for anything that is lost or stolen.*
- *All decorations must be approved be management. Absolutely no glitter, confetti, or rice permitted.*

Signature: _____ Date: _____

Oak Crest Representative: _____