

SPRING LAKE COUNTRY CLUB

P.O. BOX 705
YORK, SOUTH CAROLINA 29745

HOURLY DINING ROOM FACILITY LEASING CONTRACT

_____ TO _____
Date Time

_____ Contact Number
Responsible Party Please Print Name

Name of Event

With this lease you will have no use of our cook kitchen area (no refrigerator or stoves). You may use our prep-kitchen except for the dishwasher. The use of our tables and chairs are included plus a cooler of ice. If you would like to use our linens, there is a charge.

Your deposit is due upon confirmation of the event date. You are held responsible for any damages to the facility / premises of Spring Lake Country Club. The **facility fee** is due one week prior to the event.

No alcoholic beverages can be brought into our facility or on the premises of Spring Lake Country Club. If you would like alcohol served, you must use our bar services and bartenders for a fee and the cost of beverages.

THIS IS A SMOKE-FREE FACILITY. We have provided ashtrays for smokers outside our bar sliding glass doors.

You will be provided 2 trash cans with liners. It is your responsibility to collect all trash and leave the bags/cans in the prep kitchen area before leaving.

Decorations: Must be flameproof and shall not be attached to the fixed portions of the facility without written permission. Candles are not permitted without written permission. Must be dripless and must be placed in candle holders. **All** decorations must be removed at the end of the event.

I have read the above lease and agree to abide by the guidelines as set forth.

Lease Signature Date Facility Manager Date

If you have any questions, please do not hesitate to call:
Meghan Miller at (803) 242-6248 Or Madison Green at (803)684-4541

Spring Lake Club House

Rental Price Breakdown

Weekend \$150.00 an hour with a minimum of 3 hours
(Tables, Chairs included) **Friday / Saturday / Sunday**

Weekday – Mon. thru Thurs. \$125.00 an hour with a minimum of 3 hours. (Tables and Chairs included)

Deposit/ Facility Fee: There is a deposit of **\$100.00** which is due upon Confirmation of the party date. Non- Refundable and is for the use of facility.

Hourly rental allows 1-hour setup before and 1 hour clean up after function.

Cancellation Policy: If you wish to cancel your event you may do so 60 days prior to your event. After 60 days you will forfeit your deposit.

Total bill must be paid in full one week prior to event.

Linen charge is **\$50.00 or \$100.00** charge (depends on # of tables used)

If you would like a bar, you must use our bar service which includes bartender and full bar.

The bar set-up fee is **\$75.00** plus, the cost of beverages.

Tip jars will be set out.

Options are:

Open Bar - the Bar Fee will be the amount your guest drink or the amount you wish to allow your guest to drink to. Once that amount has been reached the bar will then go to a cash bar. A **18 %** gratuity fee will be included for the bartender.

Cash Bar – pay as you go per person - Cash / Check or Credit Cards are accepted.

****** No outside alcohol is allowed in the building or on premises of SLCC *****

(Prices are subject to change)

