in

***35 Fairgreen Avenue, New Smyrna Beach, FL 32168***

**386/427-4138**

***“We handle the details so you can relax and enjoy your special event.”***

**Outdoor Ceremony** **$250**

* *Lovely ceremony site under palms*
* *Stanchions marking aisles*
* *Garden gate arch*
* *Private room for bride and bridesmaids to dress, do makeup, etc. prior to ceremony*
* *One-hour rehearsal the day before (or another date if needed) at approximate time of ceremony*
* *Appointment prior to ceremony to determine ideal photography locations after ceremony*
* *Hidden Lakes event planner and staff to:*
  + *Coordinate with officiate, DJ, caterer, photographer and others*
  + *Greet and direct all guests before and after the ceremony*
  + *Coordinate and stage wedding party after the ceremony prior to introductions at the reception*
* *Ask for prices of chairs and any other items*

**Banquet Room Rental**  **$1,200**

* *Private and exclusive four (4) hour rental after ceremony*
* *Rental ends when last guest departures; Each additional portion of an hour past 4 hours is $200.00*
* *Tables and chairs set up to your specifications*
* *Clear glass centerpieces with white candles, stones and ribbons*
* *Sweetheart table, if desired*
* *Cake table under spotlight*
* *Tables for guest book, cards and gifts at front of room*
* *Available the day of event for you to decorate, as Club schedule permits*
* *Hidden Lakes event planner and staff coordinating your event*

***To be Determined:***

***Catering***

* *All caterers much be licensed and proof of insurance is required. All food must be prepared, supplied or otherwise sourced from a facility certified by the state of FL in Safe Food Handling*

**Bartenders for Bar**

* *Staffing determined by guest count; approximately one bartender for 65 guests*

**Tablecloths**

* *Includes delivery, installation, takedown and return*

**Entertainment**

**Payment, Conditions and Terms:**

All prices are subject to 6.5% sales tax.

A $500.00 non-refundable deposit holds the date and will be deducted from your final invoice. Payment of the deposit is your acceptance of all terms and conditions of this proposal.

Any incidentals not specifically contracted but requested are due at the conclusion of the event.

Guest count and menu selections are due 7 days prior to the event.

No bubbles, glitter, sparklers, or firecrackers of any variety are allowed. Hidden Lakes must approve ALL items used as decorations, guest favors, giveaways, or any items being considered to be hung or affixed to walls, mirrors, windows, etc.

We strictly abide by our state of FL liquor license which states that all alcohol must be provided by Hidden Lakes Golf Club and no alcohol may be brought in by client or consumed on Club grounds, such as the parking lot or around Club buildings. Any alcohol illegally supplied will be confiscated. Further abuse may result in termination of event.

A $200 kitchen use and utilities fee applies if client hires own caterer. All caterers much be licensed and proof of insurance is required. All food must be prepared, supplied or otherwise sourced from a facility certified by the state of FL in Safe Food Handling

Pictures taken by Hidden Lakes’ personnel may be used on Hidden Lakes’ web site, Facebook page or picture album.

Cash or check payment is requested. A credit card payment will incur a 3.5% transaction fee.

***Signed and agreed to on this \_\_\_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_.***

***Hidden Lakes Golf Club Client***

***X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

Kathy Griffith \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name