



ATHENS

COUNTRY CLUB

ESTABLISHED 1946

Event Guide

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Sponsor Responsibility

An ACC member of good standing must sponsor all parties and contact the office before a party date is officially booked.

Contracts, Billings, and Payments

A contract will be completed for all events held at ACC. A deposit, in the amount of the Room Rental, is due to confirm your date on the calendar. ***The remaining balance must be paid 1 week before the event.*** Failure to pay the remaining balance in this time will result in Administrative Fees.

Decorations

The management must approve decoration plans for any occasion in advance. The use of nails or staples in any part of the Clubhouse is prohibited. Furniture may not be moved without prior approval. The need for excessive cleanup or any violation of these rules shall incur appropriate monetary penalties. ***ACC will charge a minimum of \$100 cleanup for confetti, glitter, hay, and other decorative items that cause excessing cleanup.*** Please discuss with the event coordinator prior to your event to ensure that your decorations will not incur the excessive cleanup fee. ACC does not have space available to store personal property, equipment or supplies belonging to or rented by the host. If the host should rent property from rental agencies, ACC does not assume any liability for the property.

Publicity

ACC does not allow publicity of any kind. Press conferences for any event will not be allowed by ACC. At no time will direct public advertising (through the mail or news media) be tolerated.

Damage to ACC

All repair work resulting from damage to ACC properties will be done by persons or firms selected and supervised by ACC. Members who damage the property of ACC will be required to pay for the cost of the repair or replacement thereof, and members are at all times responsible for the actions of their guests or organizations which they have sponsored for use of ACC's facility.

Liability

ACC will not assume responsibility for the damage or loss of any merchandise, decorations, or articles left at ACC prior to, during, or after a private function.

Food and Beverage

No food or beverage of any kind unless purchased from ACC may be consumed on ACC's premises at any time. Exceptions will be made for special occasion cakes prepared and baked in a commercial kitchen.

Guarantees

An approximate guest count is required at the time of booking. **Confirmation of the final number of guests attending must be made no later than 1 week prior to the scheduled function.** All charges will be based upon the guarantee. If your number of guests exceeds the guarantee, you will still be charged for the number of guests served. If no final guarantee has been received, the number appearing on the initial event sheet will be considered the final guarantee. Your final guarantee cannot exceed the capacity for the space booked.

Buffet Service Policy

On all buffets, ACC will prepare only 5% more than the anticipated need to assure guests of a well-stocked table that never appears to be depleted during buffet service. In agreement with current Texas Department of Health statutes, we must decline carryout containers during or after buffet-type service. Buffets will be available for a maximum of two hours to ensure the highest quality of food and presentation. ***All buffets will meet a minimum guarantee of 50 guests or a \$2.50 per person additional charge will be incurred.***

Service Charge and Tax

In addition to your food and beverage charges, a 20% gratuity will be added to food and beverage sales. State sales tax of 8.25% will be added to all sales.

Tax-Exemptions

Sales tax exempt groups must provide a certificate with all proper information filled out prior to the function for exemption to be honored. If ACC is held liable for taxes not paid, the group's sponsor will be required to pay those taxes.

Pricing

Quoted prices are subject to change to meet economic conditions with a 30-day notice.

Cancellations

In the event of a cancellation less than 14 days prior to the function date, a fee of 60% of the estimated total, given at the time of booking will be charged. The deposit is non-refundable.

Party Overtime

All events, excluding those approved by the manager, must be held within a 4-hour duration. *If a party is continued beyond the stipulated time, a charge of \$200 per hour will apply (i.e. if the orchestra continues to play).* All bands or other entertainers must finish their last set by midnight. All banquet rooms are to be vacated by 12:30 AM. Last call will be given on all cocktail services no later than 11:45 PM. We will not serve any alcohol past midnight for any reason. ACC reserves the right to control all functions, as well as the right to refuse alcohol to any guest.

Party Rentals

ACC is happy to provide a list of preferred vendors. ACC Event Coordinators are also available to help with the coordination of all rentals and services for an additional fee.

Booking Procedure

To ensure the accurate communication of information necessary in making your function as successful as possible, we prefer to work with one person in the planning of your event. *ACC requires a security deposit in the amount of half of your room rental price.* This deposit shall be applied to the total cost of your function. We accept Cash, Check, Visa, Mastercard, & American Express.

Food and Beverage Minimums

Every event is subject to a food and beverage minimum based on day, time, and location. Saturday nights will be an increased minimum due to high demand. Please check with your event coordinator for your food and beverage minimum.

Room Capacity

Room	Cocktail Reception	Seated Function	Seated with Dance Floor	Meeting
Ballroom	500	425	350	600
Ladies' Game Room	25	20	N/A	25
Men's Game Room	25	25	N/A	25
Back Bar	75	50	N/A	60
Dining Room	250	175	150	N/A

Room Rental

Our Room Rental charges include the usage of ACC's tables, chairs, china, flatware, stemware, etc. Our room rental charges are as follows.

Members

Half Ballroom	\$400
Full Ballroom	\$800
Full Ballroom & Ladies' Game Room	\$1000
Ladies' Game Room	\$100
Men's Game Room	\$125
Back Bar	\$150
Dining Room	\$1000
Dining Room Patio	\$175
Full Clubhouse	\$10,000

Non-Members

Half Ballroom	\$900
Full Ballroom	\$1300
Full Ballroom & Ladies' Game Room	\$1600
Ladies' Game Room	\$150
Men's Game Room	\$175
Back Bar	\$200
Dining Room	N/A
Dining Room Patio	N/A

Setup, Clean Up, and Linen Fees

Setup, clean up, and linen fees are included in the room rental price. Linens include ourhouse linens and skirts. Special linen requests will incur additional fees, per linen. *Events booked on a holiday weekend will require an additional \$500 setup fee. Requests to have tables and chairs removed from the Main Bar area will require an additional \$300 setup fee.*

Services and Rentals

Miscellaneous Services

Bartender One required for every 50 guests over the first 150 guests	\$50
Cash Bar Fee Required for any non-Hosted Bar Services	\$50, \$100
Cake Cutter	\$50
Station Attendant Required for Carving and certain Specialty Stations	\$50
Security May be required for any event over 200 guests	\$125
Entertainment Fee ACC Event Coordinators are happy to coordinate a wide variety of entertainment upon request.	Priced upon request
Decorative Items	
Glass Vases, variety of sizes and shapes	\$1-8
Mirrors	\$1
Printed Items (i.e. Menus, Place cards, etc.)	Priced upon request
Draped Ceiling	\$600
Draped Lounge Area	Priced upon request
Draped Stage	\$250
Varying sizes of easels	\$5-\$25
Custom Centerpieces	Priced upon request



Ask about the options for personalized party items!



Audio and Visual Equipment

Screen	\$20
Projector	\$35
TV and DVD Player	\$30
TV only	\$20
Portable Speaker Box	\$15
Sound System	\$35
Combination of Any Three	\$75

ATHENS COUNTRY CLUB

Banquet and Special Event Contract

Terms & Conditions:

- 1. For all banquet & special event functions at the Athens Country Club, a guaranteed number of guests must be submitted to the Manager's office (903/675-8594) **no later than ONE WEEK in advance of the scheduled function.***
- 2. Final billing will be made based on the guaranteed number of guests. All charges are due one week prior to event.*
- 3. Any event confirmed 72 hours prior to the event date that results in a "no-show" will be billed at the number guaranteed.*
- 4. The Member/Organization agrees to pay twenty percent (20%) gratuity and applicable sales tax.*
- 5. The Member/Organization, if tax exempt, must submit a tax-exempt certificate to the Catering Director and Events Coordinator prior to the date of the function or the function will be taxed.*
- 6. It is understood that the Member/Organization will conduct the event in an orderly manner and in full compliance with the applicable laws, ordinances and regulations.*
- 7. The Member/Organization will be responsible for any and all damages to the Athens Country Club property and facilities. ACC Management reserves the right to apply extra clean-up fees if deemed necessary.*
- 8. A deposit in the amount of half of the room rental is required to secure an event date for each section of the Ballroom. The deposit amount will be credited toward your final bill. Once the guaranteed date has been established, cancellation in less than six months prior to the event, for any reason, other than events beyond the control of the Athens Country Club, will result in the loss of the deposit.*
- 9. For the month of December, a guarantee of 50 people will be required for each section of the Ballroom. If a December booking is cancelled with less than six month notice, a cancellation fee will be charged. This cancellation fee equals 50 guests x \$16.95++ (minimum food charge)*

Member/Organization Representative Signature

Date

ATHENS
COUNTRY CLUB
ESTABLISHED 1946
500 Park Drive (903)675-8594

Special Event Banquet Menu Options

All pricing is subject to 8.25% sales tax & 20% service charge.

Hors d'oeuvres Selections

Priced per person, generous portions

Traditional Hors D'oeuvres 2.95

Buffalo chicken tender bites

Roasted onion and feta crostini

Chicken or Beef satay with Thai chili sauce

Stuffed new potato cups

Fruit kabob with berry and honey yogurt

Mini Quiche

Stuffed cherry tomato with smoked cheese

Beef kabobs with teriyaki glaze

Roasted pepper hummus crostini

Chef Favorites 3.75

Smoked salmon or shrimp canape

Stuffed jumbo shrimp with hazelnut and apricot glaze

Bacon wrapped dates

Chicken salad on endive cups

Stuffed artichoke hearts with blue cheese dip

Stuffed jalapenos with smoked cheese and chicken

Sliders: Cheeseburger or Buffalo Chicken

Mini crab cakes with chili pepper aioli

Grand Displays

Priced per person

Domestic cheese display with preserves and crackers 4.00
Antipasto Platter - cured meats, cheeses, country olives, roasted vegetables 5.00
Fresh Fruit Display with yogurt dip 4.00
Chilled Jumbo Shrimp 6.00
Vegetable crudité served with roasted onion dip 4.00
Smoked Salmon & Mini Bagels served with capers, red onions, cream cheese 6.00

Specialty Stations

Stations are sold as part of hors d' oeuvres packages and are not sold individually.

SELF-SERVE STATIONS

MEXI CHIPS AND DIPS Fresh tortilla chips, homemade queso, fire roasted salsa, bean dip, sour cream, fresh guacamole 6.00

TACO BAR Flour and crispy shells, taco beef, chicken tinga, lettuce, tomato, cheese, sour cream, fresh guacamole 8.00

MASHED POTATO STATION Butter, Shredded cheddar, bacon, Green Onions 6.00

ACTION STATIONS

Attendant fee of \$50 per 100 people applies

CARVING STATION 8.00

Choice of Roast Beef or Prime Rib, Chef-carved and served with Fresh Rolls, Horseradish Cream and Au Jus

PASTA STATION 8.00

Fettuccini and bow-tie pasta, alfredo, marinara, and pesto sauces, grilled chicken, assorted accompaniments and garlic bread

Hors D' oeuvres Packages

Priced per person. Attendant fees may apply for stations.

TRADITIONAL PACKAGE 15.95

Choose one grand display, two traditional hors d'oeuvres, and one specialty station

FAVORITES PACKAGE 22.95

Choose one grand display, two traditional and two chef's favorite's hors d'oeuvres, and one specialty station

THE GRAND PACKAGE 31.95

Choose two displays, two traditional and two chef's favorite hors d'oeuvres, and two specialty stations

Bar Packages

Unlimited for three hours

Beer and Wine Package

Domestic draft beer and house wine \$15 per person

House Bar Package

Domestic draft beer, house wine, and well liquor \$20 per person

Call Package

Domestic draft and bottled beer, house wine, well and call liquor \$25 per person

Other Bar Options Available, ask for more details

Signature Buffets

Tex – Mex \$22

- Chips & Fire Roasted Salsa

- Roasted corn house salad with cilantro vinaigrette
- Jicama & carrot slaw

- Cheese enchiladas
- Beef & chicken fajitas
- Roasted peppers & onions
- Homemade refried beans
- Spanish rice
- Mexican Flan & sopapillas

Italian \$24

- Tarragon & balsamic marinated grilled vegetables

- Penne & pesto salad
- Buffalo Mozzarella & basil salad
- Classic chicken Marsala
- Tarragon infused pork loin served with wild mushroom sauce
- Basil & thyme roasted vegetables
- Italian herb red potato
- Creamed Risotto with chick peas
- Tiramisu & Italian cream cake

Comfort Style \$20

- Mixed greens
- Mustard potato salad
- Creamy coleslaw
- Fried chicken Steak
- Fried catfish
- Hushpuppies
- Creamed mashed potato
- Green beans with bacon dressing
- Peach cobbler
- Apple pie

Texas BBQ \$25

- Creamy coleslaw
- Texas caviar
- Sothern style potato salad
- BBQ pork spare ribs
- Citrus marinated chicken
- Baked beans
- Marinated roasted vegetables
- Texas pecan pie
- Brownies & cookies

Design Your Own Signature Buffet

\$24 for two entrees \$28 for three entrees

Includes House Salad Bar, Choice of two or three entrées, three sides, and a Dessert
Also includes Fresh Rolls with Butter, Tea and Coffee

Entrées

Chicken saltimbocca

Chicken Marsala

Chicken Piccata with lemon caper sauce

Chicken parmesan with marinara tapenade

Chicken Fried Chicken or Steak with Gravy

Marinated pork loin with apricot glaze

Pecan crusted chicken breast with hazelnut sauce

Roasted tri tip with cabernet sauce

Beef tips in red wine sauce

Roasted sirloin of beef with pan jus

Blackened tilapia with mango salsa

Grilled salmon with cucumber dill sauce

Starch Sides

Scallop potato, Au gratin potato, Creamed mashed potato, Roasted red potato, Rice pilaf,
Creamy risotto, Polenta parmesan, Saffron rice

Vegetable Sides

Fresh Steamed Broccoli, Roasted mixed vegetables, Roasted corn & peppers,
Glazed sweet carrots, Green beans with bacon

Desserts

Apple or peach cobbler with Whipped Cream, Italian cream cake, Apple pie, Pecan pie,
Coconut cream pie, Triple Layer Chocolate cake

Plated Entree Options

*Entrées include house salad with choice of dressing, rolls with butter, tea, coffee,
and choice of two sides* unless otherwise noted. Priced per person.*

Salad Upgrades \$2

Classic Caesar

Spinach Salad with caramelized pecans & orange segments

Buffalo mozzarella, tomato and basil drizzle with balsamic vinaigrette

ACC Signature Salad: Mixed greens, tomato, cucumber, apples, candied pecans, dried cranberries, raspberry vinaigrette

Poultry

Chicken Saltimbocca \$19

Chicken breast stuffed with prosciutto & Swiss cheese. Topped with Sherry wine sauce.

Tuscan Chicken \$18

Pan seared chicken breast topped with a blend of pesto basil, tomato & Romano cheese. Served over angel hair pasta. *Garlic Bread plus one vegetable included

ACC Stuffed Chicken \$20

Chicken Breast stuffed with sautéed wild mushrooms, spinach, roasted peppers & Jalapeno jack cheese. Topped with chicken demi glaze.

Chicken Marsala \$18

Italian Breaded chicken served with Marsala wine sauce.

Pork

Stuffed Pork Loin Roulade \$19

Stuffed with spinach, prosciutto & Swiss cheese

Pepper Crusted Pork Mignons \$20

Two petit pork mignons served finish with Madeira sauce.

Beef and Seafood

Filet Mignon \$26

6 Oz fillet mignon served with red wine demi.

Ribeye Steak \$28

12 Oz certified Angus cut, served with creamed horseradish.

Sautéed Tilapia \$16

Delectably seasoned and topped with lemon butter sauce.

Grilled Salmon \$18

Served topped with cucumber and dill relish.

Stuffed Prawns \$22

Crab stuffed prawns, wrapped in bacon topped with Grand Marnier sauce.

Entrée Duets

Grilled Chicken Breast & Pork Tenderloin \$26

Marinated pan seared pork tenderloin & marinated chicken breast served with brandy demi.

Shrimp Scampi & Grilled Chicken Breast \$28

Marinated chicken breast & shrimp simmer in a garlic butter sauce.

Petit Fillet & Stuffed Prawns \$ 32

4 Oz fillet served with red wine demi & 3 stuffed prawns served with Grand Meniere sauce

Dessert Selections

- Triple Layer Chocolate cake \$ 4
- Italian Cream Cake \$4
- Tiramisu \$4
- Chocolate mousse \$ 4
- New York Cheesecake, Strawberry Sauce \$4
- Assorted Cookies or Brownies \$2
- Crème Brulee \$5
- Flan - \$4
- Apple pie \$ 4
- Peach or apple cobbler \$4

Breakfast Options

Includes Coffee and Orange Juice. Priced per person.

Continental Breakfast \$7.95

Assorted Breakfast Pastries and Preserves

Bagels & Cream Cheese

Assorted Low-Fat Yogurts

Seasonal Fresh Fruit

Build-Your-Own Breakfast Burritos \$8.50

Scrambled Eggs

Crisp Bacon and Sausage Crumbles

Mexican Potatoes

Tortillas, Salsa, Cheese, Sour Cream

Seasonal Fresh Fruit

Sunrise Country Breakfast \$9.95

Breakfast Potatoes

Scrambled Eggs

Crisp Bacon & Sausage

Biscuits & Gravy

Seasonal Fresh Fruit

Uptown Breakfast \$12.95

Breakfast Potatoes

Frittata and Quiche Loraine

Crisp Bacon & Kielbasa

Assorted Mini Muffins

Seasonal Fresh Fruit

Lunch Options

Includes Side Choice of Potato Chips or Fruit, Assorted Cookies, Iced Tea and Coffee. Priced per person.

Light Lunch

Pick Two \$10.95 Pick Three \$13.95

Tomato Basil Soup

Chicken Tortilla Soup

House Salad with Choice of Dressing

Classic Chef Salad with Choice of Dressing

Signature Salad: Mixed Greens, Tomato, Cucumber, Apples, Candied Pecans,

Dried Cranberries, Raspberry Vinaigrette

Chicken Caesar Salad

Classic Club Sandwich

Chicken Salad or Tuna Salad on White, Wheat, or Croissant

B.L.A.T. Bacon, Lettuce, Avocado, Tomato

Deli Express: Ham or Turkey with Cheese, Lettuce, Tomato, On Bread or Spinach Wrap

California Veggie: Cucumber, Tomato, Avocado, Red Onion, Baby Spinach, Bread or Spinach Wrap

ASK ABOUT OUR CUSTOM LUNCH OPTIONS