



Corporate Event

Pricing & Policies

649 Rivage Promenade
Wilmington, North Carolina
www.BeauRivageGolf.com/events

Modified 8/20/2017

Thank you for considering Beau Rivage Golf & Resort for your corporate event!

Let us make it easy for you. Our venue offers meeting space, catering, on-site guest suites, and resort amenities. Ballroom pricing accommodates a four hour event. Conference room rental is charged by the hour, with a two hour minimum. If your event requires multiple days or times, a venue discount will be applied. Catering may be quoted based on your event needs (please see attached options).

For additional questions, please call 910-392-9021 ext 3 or email events@beaurivagegolf.com.

Venue Options, Pricing, Capacity, and Discount Rates

Pricing By Room	In-Season Rental (April-Oct)			Off-Season Rental (Nov-Mar)		
	M-Thurs	Fri/Sun	Saturday	M-Thurs	Fri/Sun	Saturday
Conference Room(Main Floor)	\$25.00/hr	\$25.00/hr	\$25.00/hr	\$25.00/hr	\$25.00/hr	\$25.00/hr
Rivage Room	\$250.00	\$700.00	NA	\$250.00	\$600.00	NA
Sciarra Room	\$200.00	\$500.00	NA	\$200.00	\$400.00	NA
Walker Room	\$100.00	\$400.00	NA	\$100.00	\$300.00	NA
Dance Floor	\$100.00	\$400.00	NA	\$100.00	\$300.00	NA
The Ballroom (all)	\$500.00	\$1500.00	\$2500.00	\$500.00	\$1200.00	\$1800.00

*Please inquire about our military, public servant, non-profit, corporate & member discounts.

Capacity By Room	Banquet Style (Tables & Chairs)	Theatre Style (Chairs Only)	Reception (Standing Room)
Conference Room	18	28	28
Walker Room	40	80	115
Sciarra Room	50	75	110
Dance Floor	50	115	130
Rivage Room	80	150	175
Total	220	420	530

*Addition set-ups are available by request, including classroom, Board Meeting, U-Shape, Chevron, and Expo.

Ballroom Discounts

Number of Events	Discount
2-3	20%
3 or More	30%

Private Events: Rental Policies

Beau Rivage Golf & Resort, Wilmington, NC

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Rental Time Frame

Ballroom events run for four hours as a standard allotted time, plus one hour for your additional set-up and one hour for removal of items. Beau Rivage Golf & Resort is open daily from 7am to 12am (midnight). All decorating, set-up and dismantling, and removal of supplies must be completed within this time frame. Guests must exit the ballroom by the specified event end time, and vendors must exit by closing time. Alternate arrangements should be made in writing with Beau Rivage Golf & Resort. Please note that with partial ballroom rental there may be concurrent setup with multiple events.

Personnel

A Beau Rivage Event Captain will be present for your event to address any needs or concerns. Any event booked onsite must provide the name and day-of contact information responsible for the organization or group attending. This contact should be present for the duration of the event. For additional personnel needs, please request a copy of our recommended vendor list.

Setup & Cleanup

Ballroom rental includes Chivari chairs, 5' round tables or alternate set-up as available, and ivory linen. All personal items should be removed from the event space immediately following function. If items are not removed within twenty four (24) hours, they will be considered abandoned and may be disposed of. Beau Rivage is not held responsible for items left by Client or vendors. With the exception of in-house rentals, all other items shall be removed from the event space. All trash should be placed in the receptacles provided. Decorations shall not be affixed to the walls, ceilings, existing décor, woodwork, fixtures or window treatments. Glitter and confetti are not permitted in the ballroom under any circumstances.

Security Deposit

A Security Deposit of five hundred dollars (\$500.⁰⁰) is payable by check or cash with signed Private Event Agreement. Security Deposit is refundable after post-cleanup inspection of the facility by Beau Rivage. Upon inspection, Beau Rivage shall apply the deposit against payment for any additional charges incurred, including but not limited to: damages, cleaning fee, removal of Beau Rivage furnishings and refund remaining balance. Client agrees that if damages incurred by Beau Rivage exceed the amount of the security deposit collected, then the Client is fully liable for the difference. Security deposits are returned within thirty (30) days following an event.

Deposits & Payments

Event totals at Beau Rivage are determined by the sum of all services outlined in the Private Event Agreement. A catering deposit and payments may be made directly with Catering Thyme. Venue Rental Fee is due upon booking. Final payment for any additional services with Beau Rivage is due thirty (30) days prior to the event. Any charges incurred during the event are settled at closing. Beau Rivage accepts payments by check, cash, or credit card (VISA, Master Card, Discover and AMEX may be run (a 3% convenience fee for services over \$1,000 will apply to credit card payments). Returned checks are subject to applicable bank fees and an alternate form of payment should be provided within twenty-four (24) hours.

Event Cancellations & Refunds

If a function is cancelled for any reason, Beau Rivage requires written notification. If written notice is provided at least sixty (60) days before the tentative date, and if Beau Rivage is able to re-book entire reserved space, the security deposit and payment shall be refunded. If the reserved space is not re-booked following an event cancellation, deposit and payments made are non-refundable. Cancellation within sixty (60) days of the event shall result in a forfeiture of payments and deposits by Client.

Catering

Catering Thyme, LLC is the exclusive caterer for Beau Rivage Golf & Resort, providing comprehensive event services under one roof for your convenience. Outside catering is permitted for a plate fee of \$10 per person. Cakes may be provided by a licensed bakery or similar licensed food establishment.

Alcohol Provisions

Beau Rivage provides all alcoholic beverage needs for onsite events. In compliance with North Carolina ABC Guidelines, outside alcoholic beverages are not permitted on the Premises at any time. Beau Rivage reserves the right to inspect and control all private functions and remove any items brought in violation of this policy. All alcoholic beverages provided by Beau Rivage must

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be consumed on the Premises. By law, persons under the age of twenty-one (21) are not permitted to consume alcohol. Beau Rivage reserves the right to refuse service to anyone who appears to be underage, intoxicated, or providing alcohol to a minor.

When reserving bar services, an estimated number of guests shall be provided to Beau Rivage. A final guest count is due thirty (30) days prior to scheduled function, and any adjustments (20% maximum slippage) shall be factored into final balance. Any additional guests not included in the count but present at the event will be settled prior to closing.

Hotel Reservations with an Event

Beau Rivage offers a boutique hotel with 28 onsite guest suites. Once a Private Event Agreement is on hand, Client may block up to 12 hotel suites, pending availability. Additional rooms may be blocked after the first 12 rooms are reserved by guests. These rooms may be booked by guests up to 30 days before the event and will be released at this point if they have not been secured. The best available rack rate will be applied for your guests. All onsite events include a hospitality conference room.

Conduct & Responsibility

For the safety of everyone, Client and guests must abide by Beau Rivage event policies listed herein, as well as comply with all applicable regulations and laws. Client shall be responsible for the actions of guests and any damages or losses incurred during the event. Beau Rivage reserves the right to refuse entry or service to, and remove from the Premises, any person deemed to be behaving in an improper or abusive manner or in any manner deemed unfit by Beau Rivage. Beau Rivage reserves the right to remove any undesirable persons from the event and Premises without liability.

- (a) Client agrees to be fully liable for any damages that may occur as the result of negligence, accidents or intentional acts of Client, guests, and/or contracted vendors secured directly by the Client. This policy applies to the entire Beau Rivage "Premises", which is defined as all of the real property located at 649 Rivage Promenade, Wilmington, NC.
- (b) Client warrants that he/she shall remain at the Premises throughout the entire duration of the event time block.
- (c) Upon request, Client shall provide to Beau Rivage certificates of insurance for outside vendor secured prior to event.

Excused Non-Performance

In the event that Beau Rivage is unable to perform its obligations under this agreement for reasons beyond its control, including, but not limited to: strikes, labor disputes, accidents, government requisitions, restrictions or regulations on travel, facility operations, commodities or supplies, acts of war, acts of nature and the like, non-performance is excused and Beau Rivage may terminate this agreement without further liability of any nature, upon return of Client's security deposit and payments.

In no event shall Beau Rivage be liable for consequential damages of any nature or for any reason. If the space reserved is not available for the event due to any of the aforementioned circumstances, Client agrees that Beau Rivage may substitute other space. In any event, Beau Rivage shall not be liable beyond amount paid for services.

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Private Events: Bar Services

All Open Bars include Soft Drinks, Bottled Beer & House Wines. Guests under 21 are \$6.00 per person for unlimited juice and soda. Custom orders may be placed in advance and are subject to availability. Bar pricing is per person and does not include gratuity, which is at the discretion of the client.

Hops & Grapes Bar (Beer & Wine)

Two Hours \$14.00
 Three Hours \$19.00
 Four Hours \$24.00
 Bartender Fees \$50 per hour
 One Bartender every 100 Guests

House Open Bar

Two Hours \$17.00
 Three Hours \$23.00
 Four Hours \$29.00
 Bartender Fees \$50 per hour
 One Bartender every 75 Guests

Premium Open Bar

Two Hours \$20.00
 Three Hours \$27.00
 Four Hours \$34.00
 Bartender Fees \$50 per hour
 One Bartender every 75 Guests

Top Shelf Open Bar

Two Hours \$22.00
 Three Hours \$30.00
 Four Hours \$38.00
 Bartender Fees \$25 per hour
 One Bartender every 75 Guests

Cash or Consumption Bar

Available Upon Request
 Bartender Fees \$50 per hour
 One Bartender every 75-100 Guests

Champagne Toast

Sip Portion - \$3 per person
 Full Pour - \$6 per person

Domestic Beer

*Budweiser
 Bud Light
 Miller Light
 Coors Light
 Yeungling
 Michelob Ultra*

Import Beer

Corona, Heineken Lager (Included with Open Bars)

House Wine

*Cabernet Sauvignon
 Merlot
 Pinot Noir
 White Zinfandel
 Pinot Grigio
 Chardonnay*

House Liquor

*House Bourbon
 Blended Whiskey
 Scotch
 Gin
 Vodka
 Light Rum
 Tequila*

Premium Liquor

*Jim Beam Bourbon, Jack Daniels Black Label Whiskey,
 Cutty Sark Scotch, Tanqueray Gin, Absolut Vodka,
 Bacardi Light Rum, Jose Cuervo Gold Tequila*

Top Shelf Liquor

*Maker's Mark Bourbon, Crown Royal Deluxe
 Whiskey, Johnnie Walker Black Label Scotch, Bombay
 Sapphire Gin, Grey Goose Vodka, Mount Gay Rum,
 Patron Tequila*

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Private Event Agreement

Beau Rivage Golf & Resort Wilmington, North Carolina

This agreement is made on the _____ day of _____, 2017

By and between _____.

(Referred to as "Client"), and Beau Rivage Golf & Resort (referred to as "Beau Rivage").

Client Contact Information:

Name(s) _____

Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Mobile _____ Home _____

Event Information:

Event Type _____ Date _____

Start Time _____ End Time _____ Estimated Number of Guests _____

Credit Card Information:

Card Type _____ Card Holders Name _____

Card # _____ Expiration _____ Verification Code _____

I agree that this card may be charged for a Security Deposit.

I have read this Private Event Agreement in its entirety and understand that the contents are defined by guidelines set forth in the attached rental information entitled Private Events: Pricing & Policies. I agree to honor Payment schedule set forth below.

	Estimate	30 Day Final Count
Security Deposit due at booking		
Room(s)		
Bar		
Bartender Fee		
Setup/ Cleanup Fee		
Other		
Other		
Sub Total		
7% Sales Tax		
Total		
Deposit due at booking		
Balance due 30 days prior to event		
Final Adjustment		

Client Signature _____ Date _____

Beau Rivage Rep Signature _____ Date _____