

Chrissea's at Players

2695 Park Royale Way

(204) 229-0482

(204) 697-4976

EVENT BOOKINGS & CATERING POLICIES

Your special event is important to us, and the following policies have been put in place to ensure that Chrissea's at Players can accommodate your special event and the Players Golf Course members.

Room Rental Fee:

- Bar side for *30 guests or less* rental fee: \$300 (note the other side of the café will still be open)
- Large side for *85 guests or less* rental fee: \$750 (note the bar side of the café will still be open)
- Whole clubhouse rental fee: \$1000 (note the restaurant will be closed entirely for your event, but the patio will be open for outside guests)
- *All room rentals are subject to a 3 hour minimum stay*

Room set up for Weddings & Events:

- The clubhouse is available for set up 3 hours prior to your event depending on the set up. Please plan your event accordingly to allow sufficient set up time.

Included in the room rental fee & catering menu prices:

- Set-up and tear down of tables and chairs (please agree upon a floor plan with our Event Coordinator/Manager in advance)
- All necessary tableware required for items selected from the catering menu, as well as appropriate staffing

Linens:

- All meals include white linen napkins and tablecloths for standard tables only. Additional charges will apply for extra linens, skirtings, and drapings.

Pricing/Decorations/Music:

- All menu items and prices are subject to change without prior notice.
- No flower petals, rice, or confetti allowed.
- Decorations should not cause damage to the interior of the clubhouse. This means no pinning or taping of any decorations on the walls or ceilings.
- **Note: you will be responsible for your own music and decorations.**

Deposits and reservations for bookings:

- Chrissea's at Players requires a *non-refundable reservation deposit* of \$300 to reserve your event date.

Alcohol Service

- Chrissea's at Players employees reserve the right to refuse alcohol service to any guest. We will not serve minors or guests that appear intoxicated. It is the responsibility of the host to ensure that all guests have a safe way to get home.
- Chrissea's at Players is licensed through the Liquor & Gaming Authority of Manitoba, and therefore must follow all appropriate legal requirements. Clients are not permitted to serve their own alcoholic beverages at their functions.

Guaranteed Number of Guests:

- Chrissea's at Players requires a guaranteed number of guests and final menu selections be confirmed no later than 7 business days prior to the event date. If the actual number of guests attending the event is *less* than the guaranteed number, the client will be charged for the guaranteed number. If the actual number of guests is *more* than the guaranteed number, then the client will be charged accordingly to the excess number of guests.

Exclusivity:

- Chrissea's at Players retains exclusivity for all food and beverage service on the premises, with the exception of wedding cakes.
- Any other outside desserts brought in will be subject to a plating fee of \$1.50 per person.
- **Note:** Cakes and dessert displays brought in from outside vendors must be purchased from a bakery with a valid business license.

Damage:

- The premises must be left in the same condition as they were at the beginning of the function. The renter is responsible for any and all damage to the facility by their guests, or independent contractors working on the renter's behalf.
- All rentals must be accounted for after the function. Charges for broken or missing glassware/plates/cutlery/etc. will be placed on the final invoice.
- The client will agree to be responsible for any and all liability, and damage done to the premises during the period of time for setup, the actual event, and tear down by client, client's guests, client's suppliers, and other third parties who are present at the client's request.
- Chrissea's at Players will not assume any responsibility for the damage or loss of any merchandise, or articles left on the premises prior to, during, or following the event. This includes, but not limited to personal articles, cake decorations, pillars, dividers, and cake tops.

Menu:

- Dietary substitutions to accommodate allergies or intolerance may be made in advance. Chrissea's at Players is NOT a nut, gluten, or seafood free kitchen. While all precautions will be taken, we cannot guarantee that any food item has not come into contact with these allergens.
- Chrissea's at Players reserves the right to substitute items (including, but not limited to food and beverages) that become unavailable in the market or exceed reasonable market prices. Chrissea's at Players will make the best efforts to notify the client of such substitutions, if time allows.

Payment:

- *All payments are due on the same day AFTER the event.* All payments are due upon receipt. We accept credit, debit, cash, or certified cheques. Please make cheques payable to: **Chrissea's Restaurant & Catering.**
- **Please note:** *If a personal cheque will be issued, a credit card with the same amount of the total balance will be on hold until the cheque is cleared.*

Addendum:

The client, on behalf of the client and all their guests, expressly agrees to indemnify, release, and hold Chrissea's at Players harmless of, from and against any and all losses. Costs of collection, damages, attorney's fees, expenses, and all claims and liability growing out of, or resulting from this agreement, client and clients's guests, or third parties personal injury associated with use of said premises (including, but not limited to slips and falls), the service and consumption of alcoholic beverages and/or food, and any act of negligence by the restaurant. The restaurant is not liable for utility outages including but not limited to water, natural gas, and electricity. No refunds will be made should utility service be interrupted.

CONTACT INFORMATION

Name: _____

Address: _____

Phone Number: _____

E-mail: _____

Date: _____

Date of Function: _____

DEPOSITS

Reservation Deposit (Non-Refundable): \$300_____ (Received)

1 Month Prior to Event: A 50% deposit of the Total Invoice Less Liquor Sales is required.

The remaining balance is due on the same day *AFTER* the event, which may include extra charges that you or your guests might incur (host bars, pop, etc.).

Credit Card #: _____ Exp: _____ CCV: _____

Signature of Card Holder: _____

I, _____ understand the above contract reservation guidelines and have agreed to it all stated above.

(Client Signature)

(Chrissea's at Players Signature)

Date