

Pennhills Club Banquet Contract

Date Person Telephoned _____

Contact Name _____ Contact # _____

Contact Address _____

Date of Event _____

Type of Event _____

If wedding, time and location of service _____

If wedding, arrival time of Bridal Party _____

Approx. # of Guests _____

Time of Event _____

Cocktail Hour(s) _____

Type of Bar (open, beer & wine, bottle, etc.) _____

Bar Pricing _____

Dinner Hour _____

Type of Dinner:

Sit Down

Buffet

Stations

Meal Choices & Prices Quoted _____

Centerpieces Bringing own

Specific _____

Linen Color(s) _____

Room Rental _____

Deposit _____ Date Deposit Rec'd. _____

Music DJ Band Other _____ Music Arrival Time _____

Club Rep. Signature _____ Date _____

Event Rep. Signature _____ Date _____