

The Grand Norway

Guest Booking Contract - 2017

Deposit # 1 _____ Deposit # 2 _____

Date of Event _____

Bride's Name _____ Groom's Name _____

Address _____ City _____ State _____ Zip _____

Bride's Cell _____ Groom's Cell _____

E-mail: _____

Estimated Attendance _____ Social Hour _____ Dinner Hour _____

Outdoor Ceremony – (check here) _____ Estimated Ceremony Time _____

Evening events are subject to a 12:00 (midnight) end time. (\$100.00 fee for extended time with 1:00 a.m. maximum allowed.)

For events utilizing the Grand Norway, a \$ _____ minimum charge (food/beverage) is required.

**The 19 % service fee and 5.5% sales tax are IN ADDITION to the minimum and apply to all sales.
There is a 4% fee with use of credit card.**

A non-refundable deposit of \$500.00 is due upon signing the contract. An additional non-refundable payment of \$500.00 is due six months prior to the event date. A non-refundable deposit of \$1,000.00 is due upon signing if the event is booked less than six months prior to the event. These deposits are applied toward your final bill. A guaranteed attendance is due 10-14 days prior to the event. If a guarantee is not received 10-14 days prior to the function, the highest original estimate will serve as the guarantee and will be billed accordingly. Payment in full for all services is due 4-7 business days prior to the event. Additional charges for any extra food, bar or guest services, damages or cleaning fees will be applied to a pre-approved credit card.

Because this is a private event, Drugan's shall not be liable for any damages whatsoever to a person, property and/or loss arising from the use of, operation of, or in any way connected with the said property or any part thereof, from whatever cause arising. This includes drinking by underage guests attending without parents and cases of intoxication. Group organizer agrees to hold Drugan's harmless from all claims arising out of this event and indemnify Drugan's for any loss which it sustains as a result of organizer's use of the premise. The person or group booking the facility is responsible for any damages done to Drugan's property, building or furnishings by anyone attending the event booked.

All food/beverage prices are fixed within 60 days of the event. Food/beverage rates are subject to change prior to this 60 day period. Drugan's cannot be responsible for non-performance due to "Acts of God" or other factors beyond Drugan's control.

This is a two-sided contract.

Use of the facility is subject to guidelines stated on the backside of this contract.

If this event is cancelled at the request of the group organizer, all prepayment money paid up to the date of the cancellation is forfeited.

I, group organizer, accept the outlined responsibilities and guidelines and agree to pay for the charges specified.

By: _____ (Drugan's Management) Date: _____

By: _____ (Group Organizer) Date: _____



CASTLE MOUND

Highway 53 North *W7665 Sylvester Road * Holmen, WI 54636
Restaurant: 608-526-4144 *Golf Shop: 608-526-3225 *FAX: 608-526-9386
E-mail:dine@drugans.com *Website: www.drugans.com

Grand Norway Guidelines

Decorations must be approved by Drugan's. Certain restrictions apply. Small objects such as, but not limited to, confetti, glitter, *candies, flower petals, etc. are not permitted. Groups will incur a cleaning fee for failure to comply. This fee is based on time and effort with a minimum charge of \$100.00 assessed.

Nothing may be attached to the walls, floors, tables or wood trim.

All items pertaining to your event must be removed at the conclusion of your function or a clean up fee will be assessed. Drugan's assumes no responsibility for items left overnight or for lost or stolen items. All items left behind will be discarded by the cleaning crew.

All food and beverage must be supplied, prepared and consumed on the premises of Drugan's Castle Mound. Guests may not bring in any food or beverage. This includes nuts, mints, candies, etc. Guests may not remove any food or beverage from the premises.

Special occasion cakes and desserts are allowed. They must be prepared by a licensed bakery.

**Candy Tables are not recommended in the Grand Norway. Please discuss.*

Drugan's Castle Mound shall not assume any responsibility for the loss of any personal items placed in our facility prior to, during, or following your event. Furthermore, the event host/group organizer is liable for: (1) any damage to Drugan's property during your event, and (2) any extra clean-up services resulting from accidents or illnesses.