**EVENT CONTRACT**

**Company/Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Event/Tournament: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Event/Tournament Details**

**Price Per/Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notes\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**PAYMENT INFORMATION**

***All Food & Beverage is subject to a 20% service charge, 8% sales tax***

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**Please indicate payment type:**

**( ) Personal Check**

**( ) Organization Check**

**( ) Corporate Check**

**( ) Credit Card – Cardholder Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Account Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Expiration Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CVV #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***A $250- non-refundable deposit is due within 5 business days of signing this contract***

Upon execution of this Agreement, by signature below, the parties agree that any individual, associate, division, subsidiary, affiliated company, employee, agent, heir, assign, or designee of the Organization and Camillus Golf Club is bound by the terms of this Agreement.

If the foregoing is in accordance with your understanding, please confirm acceptance by signing this Agreement. A facsimile or electronic signed copy of this Agreement shall constitute a legal and binding instrument.

By signing below the individual officers represent and warrant that they have read and agreed to all of the terms and conditions for a tournament at Camillus Golf Club and has complete legal and Board authority to enter into this Agreement

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Tournament Rep: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Camillus Golf Club Rep: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GENERAL TERMS & CONDITIONS**

* If for any reason the function you have confirmed with us should cancel, we require notice of your intent to cancel via email/phone within 30 days of your scheduled function date. A non-refundable deposit of $250 is due upon the signing of this agreement. (The $250 will cover both a banquet deposit and damage charges)
* Decorating and Signs
  + Do not attach posters, signage, and decorations by any means, to walls, doors or ceilings with tape of any kind.
  + The use of nails, tacks, brands, screws or other driven fasteners is prohibited.
  + Notify Management of any banners needing to be suspended.
* A guaranteed confirmation of attendance is required no less than Seven (7) business days before the event. Once given, this guarantee number cannot be reduced. If this guarantee is not received, the original estimated number of attendees will be used.
* A list of golf tournament attendee’s (Pairing List & Alphabetical) needs to be provided at least 7 days to Camillus Golf Club. The List can be faxed/emailed/dropped off. This is for scorecard and cart tag production.
* If the organization is given permission by Camillus Golf Club, Outside donated product is allowed, group is then subject to a determined facility service fee /cooking fee. Potential additional fees include $150 fee for the use of the beverage cart, $150 fee for the use of the snack shack, and $250 fee if a bartender is required to be provided due to donated product.
* All food and beverages served must be supplied by Camillus Golf Club. The only exception is a celebratory food item such as a wedding cake, but only if prepared by a licensed food vendor. No leftover food may be removed from the premises. All food sold is for on-property consumption only, in accordance with Onondaga County and NYS health code.
* Alcoholic beverages may not be brought in or removed from the Club. Alcoholic beverage sales are governed by the New York State Liquor Authority, and are subject to the laws of the State of New York.
* If additional golf carts are needed to be rented due to an increase in the original number of participants, the fees of those additional carts may be passed along to the tournament.
* If there are weather issues that prevent tournament play the following will apply.
  + If no tournament is able to be played due to weather, an 18 hole with a cart pass will be given to each tournament member to make up for the lack of the ability to play.
  + If only 9 holes are able to be played then a 9 hole pass with a cart will be provided to each tournament member.
* The cost of repairing or replacing any Club property broken or damaged or removed by a guest of the tournament or banquet function will be charged to the Client or designee responsible for payment.
* Camillus Golf Club is not responsible for any items lost, left unattended, or not removed after the scheduled event by a guest or third party vendor. Unless otherwise arranged, items left behind will be discarded after three days.
* All payment for your function is to be paid in full at the completion of your event or within 7 business days after completion with prior approval from management.
* Disorderly conduct will not be tolerated. Abuse of golf course, clubhouse, golf carts, or staff, will result in the removal of those individuals from the property.
* Proper golf attire is required at all times by golfers at Camillus Golf Club. All Golfers must wear golf shoes / sneakers. Metal spikes are not allowed.