



## Cassel Hills Golf Course Clubhouse Rental Contract

**201 Clubhouse Way  
Vandalia, OH 45377  
(937) 890-1358**

### Pricing

Vandalia residents, golf events, service clubs, & Vandalia businesses will be charged \$4.00 *per person*.

Individuals employed in the city limits of Vandalia will be charged \$5.00 *per person*.

All other individuals, groups, and organizations will be charged \$6.00 *per person*.

Price includes room rental and non-alcoholic beverage service (soft drinks, tea, coffee). The rate per person is based on the organizer and payer of event.

If alcoholic beverage service is requested, the bar setup fee is \$100.00.

Room rental is for 4 hours. Additional hours will be charged at a rate of \$50.00 per hour.

### Requirements

A credit card number will be held upon booking to reserve the room.

Minimum number of guests is 20, maximum is 80.

The renter or an outside caterer is responsible for bringing in and serving any food. The renter or caterer must also provide all plate ware, silverware, napkins, serving utensils, chafing dishes and sternos for hot food, and anything else needed for the distribution and serving of food. Cassel Hills will provide drinkware. All food must be prepared off-site. The renter will have access to a warming oven and walk-in cooler for storage.

Outside alcoholic beverages are not permitted. All alcoholic beverages must be purchased from Cassel Hills Golf Course. Only Cassel Hills staff members may serve alcoholic beverages, and the staff reserves the right to limit alcohol consumption.

The renter is responsible for the decorating of the clubhouse. Any linens or other table coverings besides Cassel Hills's standard tablecloths must be provided by the renter. Check with a Cassel Hills staff member for an agreed upon time to decorate the clubhouse before the event. Wall hangings that damage or leave holes in the wall are not permitted.

Payment is to be made the day of the event. Please make the check payable to the City of Vandalia. We also accept Visa, Mastercard, Discover, and American Express.

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Anticipated # of guests:** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_ **Starting Time:** \_\_\_\_\_ **to** \_\_\_\_\_ **Bar Setup:** Yes/No **Cash/Open**

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