

Final Count

Moose Family Center #1572

Banquet Flat Rate

Banquet **\$24.95**

* per person booked

1025 2nd St North, PO Box 284, Stevens Point, WI 54481

(715) 344-3224

Fax# upon Request

Contact: Mark Wanta

Member: _____ Phone _____ - _____ - _____ Address: _____ Event Date: ___/___/___

Est Count: _____ Bride & Groom: _____ Phone: _____ - _____ - _____ Cell: _____ - _____ - _____

Bar Opening: _____ Dinner Time: _____ only held 15 Min. Music: _____ Bar Close: _____

Included:

- Linen Up Front - Head Table Cake & Gift
- Paper on all other banquet tables
- Dinner napkins white paper included
- Champagne 1 bottle on head table

Available at additional charge:

- Extra linen \$5 each additional table _____
- Champagne \$25 per bottle (corking fee \$20/btl)
- Gift Church \$15 Lodge Setup \$50/100 settings
- Cake Cutting: **Y/N** \$50 Serve: **Y/N** \$70

Tables setup starts 8:15PM
 Friday evening, after Fish Fry
 Thurs. set up and Deco.
 Available with
 Pre-Arrangement
 Professional **Y/N**

Party responsible for banquet hall setting; cake napkins/forks and left-over containers.

Dinner arrangements and selections:

- Family Style per plate menu
- Billed at greater of count reserved or total served
- Carrying out open containers is not allowed
- Baked Chicken is the main entrée
- Additional meat selections are \$1.75 each (meals w/out chicken add \$2.00 to banquet plate cost)

Meat Selections: Circle 1 (additional added cost)

- Sliced Ham Sliced Beef
- Meat Balls Roasted Turkey
- Giblets & Gravy (ask for other selections and cost)

Vegetable: (others available)

- Green Beans - Corn - French Style Beans

Also Included:

- Chicken Soup, Cole Slaw, Dinner Rolls,
- Dressing, Mashed Potato w/gravy,
- Coffee, water and milk at a service station

Optional Cost Items:

- Garden Salad \$1.25/plate Second Vegetable \$.40/plate
- Mashed boiled potato \$.40/plate (ask for other selections and cost)

Refreshment arrangements and selections: service is (1)

hour before meal through 1/2 hour before end time, extra service is at \$ 100/half hour.

Bar staff, condiments, wash, ice, & cups included. Open products remain property of Lodge.

Beer service: Two brands provided: Choice one: _____ Choice two: _____ (3rd barrel \$250)

Soda service: RC, Diet RC, 7UP, Diet 7UP, orange, sour, seltzer and water (kiddie cocktails - cash or \$1.50)

Liquor service:

bar rail cocktails served through dinner - mixers up to (1) hour before scheduled conclusion

Bar rail Whiskey/Brandy/(1) white liquor _____

Added bar rail : (\$63/btl) _____

Call brand (\$69) _____ Top shelf (\$79*) _____

Sutter Wine individuals: _____ \$3.25 each

Other info: _____

*certain top shelf will be more

Rehearsal Dinner: Family single service, includes soup & salad bar (as remaining), Fish w/ Broasted Chicken \$_____/plate mci tax

Time of: Arrival: _____ Meal time: _____ # guests: _____ Refreshments: _____ Bar is available: Hours____ Cost____

Rehearsal may need to end at noon, we ask the party to "tidy up" after themselves.

Gift Opening: Sunday morning 9 am through 1 PM (other arrangements available) Buffet service **\$60** (gratuity appreciated)

Time of Arrival: _____ Meal time: 10:30 am # guests: _____ Coffee & Milk provided Bar is available: Hours____ Cost____

All Prices subject to change as required by House Committee. Changes may be made without notice more than 60 days prior to event, changes will be posted in "Call of the Moose", as able due to publication timing. Please contact Moose Family Center 1572 60 days prior to event to verify contract prices. Total capacity is 350, 450 with prior arranged double seating, (3 months), but number may vary depending on other events happening that same weekend, please estimate seating at-contracts signing. Contracts beyond 2014 will be subject to an invoice difference price adjustment.

Contract Stipulations

All Food and beverages MUST be purchased through the Lodge, or items will be charged for at lodge prices. Arrangements must be made only through management personnel. Deposit - \$400 (non-refundable)

Bill will be paid at conclusion of event, credit cards not accepted, meal cost booked for number (added for overages). Leftovers must be picked up the following morning approximately 9AM.

- Contracting member will pay for the entire event
- Prepayment of 60% of Banquet Cost & Final count is due 2pm 2 Fridays prior to event.
- Party to provide left-over containers (when needed) (4) turkey sized aluminum trays, (7) ice cream pails and a roaster sized liner.

Number of Wait staff is determined by the Lodge, party may request additional as available at \$30 per wait staff.

Tip is not included, a service (pre-tax) value will be mentioned on the initial bill—amount left will be circled and issued to all volunteers that helped with the event in a standard fashion unless specified at final payment.

Contracting Member agrees to help control underage drinking & be held liable for misuse/abuse of equipment/facilities. Contracting member MUST pay dues through date of event at time of booking.

Decorating is the responsibility of contracting party, according to the following:

- Arriving after tables are put into place will result in a charge of \$75 maintenance fee.
- No wire, tape, heavy string or paperclips; Lodge will provide hangers for ceiling
- Confetti decorations may not be used in the hail or on tables, a \$50 cleaning charge will be added if used. - Party must install skirting on tables, and must provide them if not renting Lodge's "Linen up front".
- Party must set up tables and table settings on Friday night or pay a \$75/100 guest fee to have the Lodge set.
- Party is responsible to remove decorations at conclusion of event, decorations not removed may be destroyed in the cleaning process and will not be considered the fault or responsibility of the Lodge.
- Decorations NOT removed become Lodge property, including professional decorator items.

Refunds for cancellations must be done in writing and are dated upon receipt. Deposits cancelled prior to 6 Months of event will be refunded only if re-booked, cancellations after 6 month will not be refunded.

- Gift opening leftovers will remain Lodge property X _____ Int.

A \$500 check, written to "Moose 1572 Building Fund" will be held until Wednesday following the event to cover long term damage to the dance floor should the Moose staff not receive any assistance implementing the "No Drinks on the Dance floor after dinner".

____ (1) or (2) Cheese Sausage & cracker and (1) Vegetable tray will be set out mid-way through reception for \$25 each. OR

____ Lemon bar and brownie trays will be set out with meal (approx. 50 total pc/100 guests booked for) for \$30 each

Contracting party - I have read, understood and agree to the above terms & conditions: _____ Date: __/__/____

Special Options

Large servings are designed for 35 - 45; small are for 20 - 30. Leftovers will remain Lodge property

	Large	Small		Large	Small
Cheese Sausage & Crackers	\$70	\$50	BBQ (Hamburger)	\$110	\$75
Vegetable Tray	\$80	\$60	BBQ Drummies	\$80	\$55
Deviled Eggs	\$60	\$40	Potato Salad (or Tuna)	\$85	\$60
Ham Roll Ups	\$85	\$60	Meatballs/Swedish	\$100	\$75
Cocktail Smokies	\$75	\$50	Baked Beans	\$45	\$30
Baked Sliced Ham	\$100	\$75	Chip/Pretzel with dip	\$35	\$25
Taco Salad w Chips	\$85	\$60	Watermelon Boat, ask for cost (in season only)		
Cream Cheese Roll-ups	\$70	\$55			

Desserts

Sheet forms (16X24") serve 60 each

Cakes, regular mix	\$75
Decorated	\$105
Brownies, or Lemon Bars	\$75
Fruit Cheese Cake	\$85

9" regular pies, cut for 8 servings

Cream Style	\$9.99
Banana, Chocolate, Coconut, Lemon	
Fruit Pies	\$10.99
Banana, Cherry, Apple, Pumpkin, Blueberry	

Thank you, for choosing the Moose Family Center #1572, we look forward to serving you for your function.