



Celebrating 100 years

Welcome to Norfolk Country Club

With a Tradition of Excellence and Service Spanning 100 years

Banquet Facilities

- ❖ *Grand Ballroom- Seating 175 people*
- ❖ *Ballroom North- Seating for 75 people*
- ❖ *Ballroom South- Seating for 75 people*
- ❖ *Patio Tent- Seating for 125 people*

Whether you are planning a wedding, business function, anniversary, or any special event, the Norfolk Country Club offers a wonderful setting for a perfect event. The club strives for excellence with superb food and great service.

This folder contains menu suggestions for breakfast, luncheons, dinner and cocktail receptions. Each event may be customized to fit your requests.

For more information on having your next event at the Norfolk Country Club, please call 402-371-3230.

Thank you for choosing the Norfolk Country Club for your next event!

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Banquet Guidelines

Food and Beverage Service Policies

It is required that all food served at the Norfolk Country Club be provided by the club. Left over buffet food items may not be taken off the premises, there are no exceptions. The NCC is the only licensed authority to provide, sell, and distribute alcoholic beverages on the premises.

No one under the age of 21 shall be served alcoholic beverages on the club grounds. The club will require proper photo identification for persons whose age may be in question. The club reserves the right to refuse service to anyone who, in the sole judgment of the NCC staff, is intoxicated, as well as closing the bar if the circumstances warrant.

All food and beverage menu planning, room setup, and other details should be planned a minimum of 14 days in advance. Parties will be charged for the number of guests guaranteed or the number of guests actually served whichever is greater. Parties of more than thirteen (13) guests MUST have a planned menu with precise counts provided for entrée choices a minimum of 72 hours in advance. Parties of up to twelve (12) may order from the dining room menu. Planned menus can be arranged for parties of any size.

Services/ Surcharges

A service charge of 18 percent and applicable sales tax of 5.5 percent will be added to all items.

Additional services are detailed on the enclosed list of “Additional Banquet Charges.”

Payment

- The room fee must be paid within 14 days of requesting a date for the date to be held.
- Half of the estimated food, hosted beverages, and any other fees must be paid no later than 24 hours before the start of the event
- The remaining unpaid balance must be paid the day of the event.

Weddings

Couples booking wedding receptions will be required to pay a \$450 banquet room fee. This fee includes use and setup of our lobby, banquet room, tables, chairs, white linens, skirting, flatware, dinnerware, glassware, dance floor and serving and bartending staff.

Couples may opt to sign up for a one year social membership for \$518 (2012 rate) in lieu of room fee. Facilities will then be available to the couple for the calendar year of the wedding including pool, tennis courts, and restaurant and bar. Membership food and beverage minimums would be required along with a \$10 monthly maintenance fee. The rehearsal dinner, showers, and/or reception investment would be applied to the standard annual \$800 prepay food and beverage requirement. Included also is a one time use of the golf course with applicable greens/cart fees to entertain your wedding party or other single-day guest event.

Our patio, with tent, is available for additional cocktail space and smoking area at no charge. Should you wish to use the patio for dining there is a \$100 fee for setup and break down for seating up to 75 or \$150 for seating over 75.

Our bar and dining rooms are exclusively reserved for our members therefore not available for use in non-member events.

Food and Beverage Minimum

Wedding receptions are required to spend a minimum of \$10.00 per person in any combination of food and beverage.

Cancellations

The Norfolk Country Club needs to be informed of the cancellation of a function or dramatic decline in expected attendance as soon as possible. Dates being held tentatively should be released as soon as it is known that they will not be used.

Cancellation Fees: If booked events and reserved dates must be canceled, the fees listed below, under *days prior* to the event will be retained by Norfolk Country Club.

Cancellation Fees Retained			
Minimum Days prior to event	90 Days	60 Days	30 Days
Full Ballroom	\$150	\$250	Full Deposit

Room Fees – Non-Wedding Events

The Norfolk Country Club requires a room fee from non-members to guarantee a date and room for a planned event. A room fee is in addition to food and beverage and may be retained in part or in whole in the event of cancellation. Prior to receiving the room fee, all event bookings shall be considered tentative with those rooms and dates still available. Room deposits are listed below.

NON-MEMBER ROOM FEES

Grand Ballroom North & South	\$100
Ball Ballroom South	\$ 50
Ball Ballroom North	\$ 50

Food and Beverage Minimum

Non-Wedding, Non-Member events ending prior to 5:00pm are required to spend a minimum of \$6.00 per person in any combination of food and beverage; events starting at 5:00pm or after are required to spend a minimum of \$10.00 per person in any combination of food and beverage.

Cancellations – Non-Wedding Events

The Norfolk Country Club needs to be informed of the cancellation of a function or dramatic decline in expected attendance as soon as possible. Dates being held tentatively should be released as soon as it is known that they will not be used.

Cancellation Fees: If booked events and reserved dates must be canceled, the fees listed below, under *days prior* to the event will be retained by Norfolk Country Club.

Cancellation Fees Retained			
Minimum Days prior to event	90 Days	60 Days	30 Days
Full Ballroom	\$30	\$55	Full Deposit
Ballroom East	\$16	\$28	Full Deposit
Ballroom West	\$16	\$28	Full Deposit

Timing of Functions

In order to provide the finest service to your group, it is important that the Norfolk Country Club be aware of all function time changes that your group may have. It is of importance that all food items are served at their specified time. All breakfast, lunch, hor d'oeuvres, and dinner buffets may only be served for a maximum of 2 hours.

Security

The Norfolk Country Club will not be responsible for any missing items before, during, or after a function.

Table Décor

The Norfolk Country Club has mirror tiles and votives. Charges for these items are detailed below. All white skirting, tablecloths and napkins are provided. You may decorate tables as you wish; however, absolutely no glitter, birdseed, confetti or loose beads, crystals, rocks, marbles, etc. may be used. If these items are used, a clean up fee will be assessed.

Potential Banquet Rentals

Cake Cutting Fee of \$25.00 for parties under 100 people, \$50.00 for parties over 100 people

TV/VCR/DVD	\$35
Screen	No Charge
Microphone	No Charge
High Speed Internet Access	No Charge
Outgoing/ Incoming Local Faxes	\$1 per page
Outgoing Long Distance Faxes	\$2 first page
	\$1 each additional
Photocopies	\$.05 per page
Mirror Tiles	\$1.50 per tile
Votives	\$1.00 per votive
Colored Napkins	\$.35 per napkin
(Black, Burgundy, Rose, Red, Navy)		
Black Chair Covers	\$1.00 per cover

Miscellaneous

The Norfolk Country Club reserves the right to apply additional fees for extraordinary setup or clean up by the club staff. A clean-up fee of \$50 will be charged for parties having a chocolate fountain.

Create Your Own Dinner Buffet

Includes Rolls & Butter, Coffee & Ice Tea

** 25 person minimum on all buffets**

One Entrée Option \$14.95

Two Entrée Option \$16.95

Chicken:

- Sautéed Chicken Breast with Mushrooms and Amaretto Sauce
- Chicken Marsala with Mushrooms
- Chicken Breast Stuffed with Spinach and Mozzarella Cheese with a Lemon Cream Sauce

Pasta:

- Penne Pasta with Garlic Cream Sauce and Grilled Chicken
- Baked Ziti with Tomato Basil Sauce, Ricotta and Romano Cheese
- Pasta Primavera-Penne Pasta and Crisp Fresh Vegetables served with a Garlic Cream Sauce

Turkey:

- Herb Roasted Turkey Breast with Shallot Gravy

Pork:

- Roast Pork Loin with Apple Demi-Glace
- Honey Dijon Crusted Roasted Loin of Pork

Beef:

- Roast Beef Tenderloin
- Roast Prime Rib of Beef- **\$4.00** up charge

Salmon:

- Poached Atlantic Salmon with Lemon-Chardonnay Cream, **\$2.00** up charge
- Hazelnut or Pistachio Crusted Salmon with Dijon Cream Sauce, **\$2.00** up charge

Select two of the following Salads:

Romaine Lettuce Tossed with Bleu Cheese and Walnut Dressing
Spinach Salad with Warm Bacon Dressing
Caesar Salad with Herbed Croutons
Gourmet Lettuce Bowl with Assorted Dressings
Penne Pasta Salad with Roasted Vegetables
Mediterranean Pasta Salad
New Potato Salad
Fresh Fruit Display

Select One Starch and One Vegetable from the following:

Vegetables

Green Beans Almandine
Glazed Baby Carrots
Corn O' Brien
Zucchini and Yellow Squash
Steamed Broccoli with Garlic Olive Oil
Creamed Peas
Fresh or Steamed Asparagus - **\$1.00** up charge

Starch

Roasted Garlic Mashed Potatoes
Roasted Red Potatoes
Parsley New Potatoes
Au Gratin Potatoes
Horseradish Mashed Potatoes
Twice Baked Potatoes
Long Grain Wild Rice with: Bacon, Onion, Celery,
Carrots-**\$1.00** up charge
Risotto- **\$1.00** up charge
Includes one of the Following:
1) Lemon & Leek or
2) Portobello Mushrooms

Served Dinners

Included with your entrée is the choice of one Salad Selection,
one Starch, one Vegetable, Rolls and Coffee or Tea

Precise entrée counts are required 72 hours in advance of event

Chicken

Chicken Amaretto- \$15.95

Lightly Floured Chicken Breast Sautéed
with Mushrooms and an Amaretto
Cream Sauce

Chicken Marsala- \$14.95

Lightly Floured Chicken Breast with
Mushrooms in Creamy Wine Sauce

Apricot Chicken- \$14.95

Chargrilled Chicken Breast Marinated &
Topped with Orange Apricot Glaze

Stuffed Chicken Breast - \$16.95

With Spinach and Mozzarella Cheese
with Champagne Cream Sauce

Pork

Roast Pork Tenderloin- \$16.95

Served with Jack Daniels Glaze

Grilled Iowa Chop- \$16.95

10oz Center Cut, Served with
Soubise Sauce or Mustard Merlot

Stuffed Pork Loin- \$17.95

Stuff with Sage and Sausage Dressing
topped with Apple Brandy Sauce

Vegetarian Meals

Egg Plant Parmesan- \$10.95

With side vegetables

Tofu & Vegetable Stir-fry- \$10.95

With a Sweet Chili, Garlic Sauce over rice

Stuffed Tomato- \$12.95

With Asparagus and Parmesan Risotto

Vegetable Primavera- 10.95

Sautéed vegetables with Garlic Cream
tossed with Penne pasta

Portobello Mushroom- \$10.95

Chargrilled & Marinated topped with
Caramelized onions & Bleu Cheese

Vegetable Napoleon- \$10.95

Roasted Vegetables layered with Goat
Cheese, Herbs and Olive Oil

Beef

Roast Tenderloin of Beef- \$24.95

Thinly sliced with Bordelaise Sauce

Grilled New York Steak- \$20.95

With Sautéed Mushrooms and Thyme
Demi Glaze

Filet Mignon- \$24.95

Center Cut Beef Tenderloin with Bordelaise
Sauce

Steak Au Poivre- \$22.95

Peppered and Pan Seared New York
Strip with a Rich Brandied Cream &
Bordelaise Sauce

Tenderloin of Beef Wellington- \$25.95

With a Maderia Sauce

Roasted Prime Rib of Beef- \$20.95

12 oz Prime Rib with Au Jus Sauce

Char Broiled Shoulder Tenders with

Mushroom Bordelaise Sauce **\$18.95**

Fish

Pacific Salmon- \$18.95

Choice of Following Topping:

Lemon Butter Sauce

Herb Butter

Champagne Cream Sauce

Honey Mustard Glaze

Citrus Butter

Baked or Broiled Chilean Seabass- \$19.95

With Pineapple Mango Salsa or

Ginger-Soy Glaze

Sesame Crusted Ahi Tuna- \$24.95

Pan Seared with Wasabi Soy Crème

Fraiche

Canadian Walleye- \$16.95

Broiled with Lemon Pepper and Citrus
Sauce

Served Dinners – continued

Salad Selections - One Choice/Group

Field Lettuce Salad-

With House Vinaigrette

Caesar Salad-

With Herb Croutons

Mixed Greens Salad-

Choice of One of the Following:

Ranch, French, Italian, Bleu Cheese,

Raspberry or Balsamic Vinaigrette

Spinach Salad- add \$1.00 up charge

With Bleu Cheese and Warm Bacon Dressing

Vegetables - One Choice/Group

Green Beans Almandine

Glazed Baby Carrots

Corn O' Brien

Zucchini and Yellow Squash

Steamed Broccoli with Garlic Olive Oil

Creamed Peas

Fresh or Steamed Asparagus - \$1.00 up charge

Starch Selection – One Choice/Group

Basmati Rice Pilaf

Roasted Garlic Mashed Potatoes

Roasted Red Potatoes

Parsley New Potatoes

Au Gratin Potatoes

Horseradish Mashed Potatoes

Twice Baked Potatoes

Long Grain Wild Rice with Bacon, Onion, Celery, and Carrots- \$1.00 up charge

Risotto- \$1.00 up charge Includes one of the Following:

1. Lemon & Leek

2. Portobello Mushrooms & Romano Cheese

Hors D' Oeuvres

Recommended 6 to 8 varieties when planning a party

Cold Hors D' Oeuvres

Chef's Assortment of Deviled Eggs
\$1.00

Smoked Salmon Deviled Eggs
\$1.10

Chef Assortment of Bruschetta
Tomato Basil, Olive Tapenade, Roasted
Garlic \$1.00

Fresh Seasonal Fruit Tray
\$1.75

Crudités with Fresh Herb Dip
\$1.50

Chef Assortment Tea Sandwiches
Ham, Chicken, Tuna, Egg Salad \$1.00

Chef Assortment of Canapés
Many assorted toppings \$1.00

**Profiteroles Stuffed with Chicken
Salad**
\$1.10

Beef & Spinach Tortilla Wraps
\$1.00

Chocolate Tuxedo Strawberries
\$1.10

Shrimp Cocktail
\$1.50

Melon & Prosciutto
\$1.00

**Finger Sandwiches (Chicken Salad,
Egg Salad, Tuna Salad)**
\$1.00

**Smoked Turkey & Cranberry
Roulades**
\$1.35

**Cucumber Rounds with Garlic, Herb
Cheese and Ripe Olives**
\$0.75

**Assorted Domestic Cheese & Cracker
Tray**
\$1.25

Assorted Veggie Tray with Dip
\$1.75

**Assorted Imported Cheese & Cracker
Tray**
\$2.75

Potato Chips & Dip
\$0.75

Assorted Bar Snacks
\$0.85

Hors D' Oeuvres

**Recommended 6 to 8 varieties when planning a party **

Hot Hors D' Oeuvres

**Miniature Mozzarella Sticks with
Marinara Sauce**
\$0.75

**Regular or Buffalo Style Chicken
Drummies**
\$1.10

Chicken Fajita Quesadillas
\$1.10

BBQ Cocktail Franks
\$0.75

Egg Rolls with Sweet & Sour Sauce
\$0.50

Fried Ravioli with Basil Tomato Sauce
\$1.00

Bacon Wrapped Shrimp
\$2.05

Rumaki
\$0.90

Apricot Chicken Bites
\$0.95

Spinach & Crab Stuffed Mushrooms
\$1.25

**Shrimp & Cream Cheese Won Tons
with Sweet and Sour Sauce**
\$1.25

Petite Quiche Lorraine
\$1.50

Teriyaki Chicken Wings
\$1.10

Crab Cakes
With Sweet & Sour Dipping Sauce
\$2.00

**Vegetable Spring Rolls with Plum
Dipping Sauce**
\$1.50

**Chicken Skewers with Thai Peanut
Sauce**
\$1.75

Beef Bulgogi (Korean Fire Meat)
\$1.75

**Coconut Tempura Prawns with
Orange Marmalade Dipping Sauce**
\$2.05

**Black Pepper Crusted Pork
Tenderloin with Black Olive
Tapenade**
\$1.95

Hot Artichoke Dip with Crudités-
\$1.50

Crab Dip with Garlic Toast-
\$1.75

Breakfast

Includes Coffee & Ice Tea

Breakfast Buffets

Breakfast Buffet

Fresh Fruit Display, Assorted Pastries, Muffins and Bagels, Fruit Preserves, Cream Cheese, Butter, Fluffy Scrambled Eggs, Hickory Smoked Bacon, Sausage Links, Home Fried Potatoes, Fresh Brewed Coffee, and Assorted Juices
\$9.95

Traditional Continental

Assortment of Fruit Danish, Muffins and Freshly Brewed Coffee, Tea, and Assorted Juice
\$4.25

Clubhouse Continental

Fresh Fruit Display, Assorted Pastries, Muffins, and Bagels, Fruit Preserves, Cream Cheese, Butter, Fresh Brewed Coffee and Assorted Juices
\$5.95

Plated Breakfasts Include Coffee

Three Scrambled Eggs

Pan Fried Potatoes, with choice of Bacon or Sausage, Toasted English Muffins
\$7.95

Eggs Benedict

Poached Eggs, Canadian Style Bacon Served on a Toasted English Muffin Topped with Hollandaise, Served with Pan Fried Potatoes
\$8.95

French Toast

Served Extra Thick, Flavored with Cinnamon and Grand Marnier, Served with Choice of Bacon or Sausage
\$7.95

Breakfast Ala Carte

Assorted Pastries or Muffins- \$1.95 pp
Flavored Yogurt- \$1.95 each
Fresh Fruit Display- \$1.75 pp
Granola- \$1.00 pp
Assorted Whole Fruit- \$1.25 each
Assorted Juice- \$1.25 pp

Coffee & Meeting Breaks

Snacks

Assorted Whole Fruit...\$1.25 each
Assorted Cookies or Brownies...\$0.65 each or \$5.95/dz
Miniature Assorted Cheesecakes...\$.75 each
Fresh Fruit Display...\$1.75 pp
Assorted Chips...\$0.75 pp
Vegetable Tray...\$1.50 pp

Drinks

Can Soda...\$1.50
Fountain Soda, Tea, Lemonade... \$1.75
Bottled Water...\$1.50
Freshly Brewed Coffee, Decaffeinated Coffee, and Ice Tea...\$15.00 per gallon

Kids Meals

A La Carte

Chicken Strips...\$3.00
Popcorn Shrimp...\$3.00
Hotdog...\$2.00
Fish Sticks...\$2.00
Grilled Cheese...\$2.00
Peanut Butter & Jelly...\$1.50
Macaroni & Cheese...\$3.00
Cheeseburger Sliders...\$4.00
Noodles with Choice of: Parmesan Cheese, Alfredo Sauce, Spaghetti Sauce...\$3.00
Fries...\$1.25
Fruit...\$2.00
Cup of Soup...\$1.95
Salad...\$2.25

Served Luncheon Items

Entrée Salads

Taco Salad

Crispy Tortilla Shell Filled with Seasoned Beef, Shredded Cheese, Tomatoes, and Onions On Mixed Greens, Topped with Salsa and Sour Cream
\$7.95

Grilled Chicken Club Salad

Grilled Chicken Breast, Chopped Egg, Bacon, Tomatoes, Avocado, and Bleu Cheese Crumbs On a Bed of Mixed Greens
\$8.95

Madison County Salad

Grilled Chicken Breast, Fresh Sliced Strawberries, Walnuts, and Feta Cheese On a Bed of Mixed Greens, Served with Balsamic Dressing
\$8.95

Blackened Chicken Salad

Blackened Chicken Breast with Cherry Tomatoes, Red Onions, Olives, Pepper Jack Cheese, and Tortilla Strips On Mixed Greens, Served with Roasted Red Pepper Ranch Dressing
\$8.95

Fresh Fruit Salad

Selection of Fresh Seasonal Fruits Served with a Creamy Poppy Seed Dressing
\$6.95

Lunch to Go

The Brown Bag

Choice of Ham or Turkey Deli Sandwich Bag of Chips, Apple, and Cookies
\$9.95

Luncheon Sandwiches

Includes choice of Soup, Salad, French Fries, or Fresh Fruit \$1.50 up charge

Grilled Chicken Club Sandwich

Grilled Chicken Breast with Bacon, Lettuce, Tomato, Avocado
Topped with Pepper Jack Cheese
\$7.95

Luncheon Entrées

Choice of Soup, Salad or Fresh Fruit \$1.50 up charge
All Entrées come with Vegetable

New York Strip Steak

Grilled with Sautéed Mushrooms
Topped with Bordelaise Sauce with choice of Potato
\$14.95

Chicken Florentine

Boneless Chicken Breast Stuffed with Spinach and Mozzarella Cheese
Topped with Sun-Dried Tomato Sauce
\$12.95

Pan Roasted Atlantic Salmon Filet

On a bed of Rice Pilaf
\$12.95

Sautéed Beef Tenderloin Tips

Beef Tips with Mushrooms, Onions, and Cabernet Sauce
Served over Homestyle Noodles
\$14.95

Chicken Parisienne Crepes

Two French Crepes filled with Sautéed Chicken Breast, Peppers, and Onions
Topped with Mornay Sauce
\$8.95

Luncheon Buffets

Twenty-Five Person minimum
Includes Coffee & Ice Tea

Burger & Brat Cook Out

Char Broiled Burgers, and Brats
Served with all the Condiments, Assorted Cheeses
Baked Beans, Potato Salad, Coleslaw, and Potato Chips
\$10.95 Add Chicken + \$2.00

Taco Bar

Crispy Shredded Lettuce, Tomatoes, Olives, Onions, Cheese, Hard and Soft Shell Tortillas, Salsa,
Crispy Corn Chips, Spicy Ground Beef, Spanish Rice and Refried Beans
\$9.95

Italian Pasta Buffet

Mixed Greens with Two Dressings, Zesty Pasta Salad, Marinated Vegetable Salad, Garlic Bread
Sticks, Spaghetti and Penne Pastas, Meat sauce, Zesty Tomato Sauce, and Creamy Alfredo Sauce
\$12.95

Soup, Salad and Sandwich Buffet

Choice of Homemade Soup with a Variety of Sliced Deli Meats, Cheeses,
Pasta Salad, Caesar Salad, and Potato Chips
\$9.95

Steak Cook Out

Sirloin or New York Strip
Served with all the Condiments
Baked Beans, Potato Salad, Mixed Green Salad, Vegetable, and Potato Chips
Sirloin Cook Out- \$14.95
New York Strip Cook Out- \$18.95

Desserts

Bananas Foster

Vanilla Ice Cream Topped with Caramelized Bananas, Cinnamon, and Dark Butter Rum Sauce
\$4.95

Italian Rum Cake

Rum Soaked Layers of Yellow Cake with Chocolate and Vanilla Crème
Patisserie and Fresh Whipped Cream
\$4.95

Chocolate Tiramisu

Coffee and Brandy Soaked Layers of Chocolate Cake
Filled with Infused Mascarpone Cheese
\$4.95

Rich Creamy Chocolate Mousse

With Raspberry Sauce and Chantilly Cream
\$4.95

Ice Cream Sundae or Sherbet

\$3.95

Turtle Cheese Cake

Topped with Carmel Sauce
\$4.95

Carrot Cake

Three Layer Cake with Cream Cheese Icing, Pineapple and Walnuts
\$4.95

Apple, Cherry, or Pecan Pie

Topped with Whip Cream
\$3.95

Add Ice Cream \$1.00

Brownie Ala Mode

\$1.50

Assorted Mini Cheesecakes

\$1.00

Assorted Dessert Squares

\$1.00

Beverage Menu

Fountain Soda...\$1.75 each

Can Soda...\$1.50

Bottled Water...\$1.50 each

Domestic Bottled Beer...\$2.75 each

Imported Bottled Beer...\$3.75 each

Well Brands Cocktails...\$4.00 each

Call Brands Cocktails...\$4.50 each

Premium Brands Cocktails...\$5.50

Top Brand Cocktails...\$7.50 & up each

House Wine...\$4.00/glass

House Wine by the Bottle

Woodbridge Cabernet- \$22.00

Woodbridge White Zinfandel-\$22.00

Woodbridge Chardonnay-\$22.00

Woodbridge Merlot- \$22.00

Asti House Champagne by the Bottle...\$15.00

Sparkling Grape Juice...\$8.00

All bar beverage price include 5.5% sales tax.

Bar Options

Choose one of the following ways to facilitate a bar including any combinations.

Full Hosted Bar

Modified Hosted Bar

- ❖ Pre-Paid Drink Tickets - \$3.75 each includes: soda, bottle beer, house glass wine, well drinks
- ❖ Hosted Allotted Period of Time
- ❖ Hosted Selection – example: Wine and Beer Only
- ❖ Hosted Dollar Amount – Host select a dollar amount the tab should not exceed

Other Bar Options

- ❖ Cash Bar
- ❖ 16 gallon Keg of Beer...\$225.00 (approximately 128, 16oz glasses)
- ❖ ½ Keg of Beer...\$150.00 (approximately 64, 16oz glasses)
- ❖ Tomato Juice (46oz.)...\$6.00 per can (for red beer)
- ❖ Champagne Punch...\$30.00 per gallon (approximately 32, 4oz glasses)
- ❖ Coffee, Lemonade, Iced tea, Non-Alcoholic Punch...\$15.00 per gallon

Please carefully review the enclosed banquet order form. Check all the details to include:

- Billing address
- Event locations
- Tentative count
- Event date and times
- Food menu details
- Special instructions
- Setup details
- Entertainment details
- Pricing details

If there are any changes required, please call us as soon as possible to make those corrections.

As the time draws near, please keep us updated as to the tentative number of guests, if those numbers are changing appreciably from the original estimation. Please note that we will be contacting you approximately 72 hours prior to the event to obtain a guaranteed number of guests to prepare for. This will be the final number of guests used to determine the amount of food to prepare and to calculate the menu cost. Should the actual guest count exceed the guaranteed number, then the greater of the two will be used to calculate the cost. We do not over prepare, so an accurate final guarantee number is very important.

Please be prepared to make payment in full at the completion of the event. We accept cash, personal check, Master Card/Visa and Discover.

Thank you for this opportunity to host your very important event. We are all looking forward to serving you and your guests.

After you have reviewed all the enclosed material and are satisfied with the terms and details, please sign this sheet and return it to the Norfolk Country Club office.

Client Liability Policy

The client is liable for all costs associated with, repair, or replacement of all or any club property (including, but not limited to, club house building, fixtures, grounds, pool, tables, chairs, mirrors, carpets, flooring, windows, etc.) damaged beyond usual and customary wear and tear, or theft by client’s guests or client’s agents during such event as discovered within a reasonable length of time following the date of such event. The client is liable for all reasonable and fair costs of repair or replacement of said damages or losses. Clients Initials _____

I understand and accept the terms and details of the planed event scheduled at the Norfolk Country Club.

_____ Date _____
Client

_____ Date _____
NCC Representative