

PAVILION ROOM: SPECIAL EVENTS

SERVICES, PROCEDURES, POLICIES

At Pinehills Golf Club, your event is more than planned, it is designed. Every detail is the result of a decision made by you which assures that your event is precisely what you had expected from us. We hope that the following information regarding our services, procedures and policies will assist you in your decision making process. We will make ourselves readily available to you to answer any questions or concerns you may have.

DETAILS REGARDING YOUR SPECIAL EVENT

Event Space Requirements

There are numerous options for holding an event at the Pinehills Golf Club.

The hours for your event are:

- Any four hours Monday through Sunday (excludes Saturday) based on availability:
- \$500 deposit is required to reserve the Pavilion Room for all private events.

Minimums

Breakfast and Lunch Events Serving prior to 4p.m.

*Minimum of \$1,000 expense inclusive of tax and administrative fee plus a \$250 room rental.

Late Lunch and Dinner Events Serving after 4p.m.

*Minimum of \$1,500 expense inclusive of tax and administrative fee plus a \$300 room rental.

Additional hours may be purchased at the rate of \$100.00 per hour.

Included in your event package at Pinehills Golf Club is the following

Linens

White rose linen along with a selection of colored overlays and napkins are available. We can assist you should you desire to rent specialty linen.

Chairs and Tables

Mahogany Chiavari Chairs are offered for seating and round table of 8 or 10 guests are available for assigned or unassigned seating.

Audio Visual

We will be happy to work with you to secure all audio visual needs. House music is standard for all events in the Pavilion Room.

Entertainment

From our suggested list of services available to you are bands, piano players, disc jockeys, etc. Your entertainment must be at Pinehills Golf Club one hour prior to the event. Entertainment must end by midnight. Pinehills Golf Club management reserves the right to determine the appropriate sound level in consideration of not only your guests, but area residents.

Photographers/Videographers

In assuming the overall responsibility of your wedding day i.e.: ambiance, service of food and beverages, and comfort of your guests, we ask the photographer/videographer consult with us regarding any particular request or setups you may have of them, so as not to disrupt the continuity of services or atmosphere we are providing you.

Accommodations

There are a number of local hotel and resort accommodations in the area, many less than 15 minutes away. Please see our vendor list for our recommended guest accommodations.

Transportation

Limousine, trolley, vintage cars, and party busses are available from our suggested list of vendors.

Miscellaneous Information

- Open bars are based strictly on consumption. A monetary limit or time may be used to end the open bar.
- Wine is available and based on per bottle consumption the day of the event.
- Tables are both 60" rounds that fit 6-9 guests and 72" rounds that fit 10-12 guests.

***Arrangements for delivery and/or setup of flowers, bands, DJs, etc. should be made with The Pinehills Golf Club prior to the event.*

POLICY

Deposit

A non-refundable deposit of \$500 must be made to secure the date you select for your social event.

Guarantee

A guaranteed number of guests attending is due 5 days prior to your event.

Pricing

All menus are subject to a Massachusetts State Tax and a 20% Administrative Fee. This administrative fee does not represent a tip or gratuity and no part of this fee is distributed to the banquet staff and banquet bartenders. Our banquet staff is paid a higher hourly wage than our ordinary wait staff and bartenders. The Administrative Fee is retained by the facility to defer overhead expenses of the facility.

Liquor Regulation

The Pinehills Golf Club holds a license granted by the state of Massachusetts and is held responsible for complying with its regulations. No alcoholic beverages are permitted on the premises unless purchased from the license holder. We reserve the right to stop serving alcoholic beverages to any patron at anytime it seems necessary to comply with Massachusetts state laws.

Payment

100% of the total bill must be paid in full the evening of the event. Any overdue balance can result in a Late Fee.

Security

The Pinehills Golf Club shall not assume the responsibility for damage or loss of any merchandise or articles brought onto the property of, or inside the restaurant.

Hold Harmless

The Pinehills Golf Club shall be excused and held harmless for the failure to perform any obligation hereunder when prevented from doing so by cause or causes beyond its control which shall include, but not be limited to, labor disputes, civil commotion, war, fire or other casualty, inability to obtain any material or services, an Act of God, or any serious maintenance problems which, in its sole discretion and judgment, will impair efforts to properly host such a function. In such cases, money on deposit will be refunded.

