



## WEDDING VENUE PRICING & OUTSIDE CATERER GUIDE

Congratulations as you plan what will be one of the most special memories of your lifetime. Chesapeake Bay Golf Club offers your family and friends a variety of new indoor and outdoor spaces for your wedding ceremony and reception. Create your dream wedding! Explore our Venues, Bar & Beverage service options, and In-House Rentals below to pair with your approved, outside caterer for your food service needs.



Select Photos - Aaron Hamrick Photography





## OUTDOOR WEDDING CEREMONY - VENUES

### *Lakeview Arbor on the Lawn*



Silver Pixels Photography

#### Lakeview Arbor on the Lawn – 1 Hour Wedding Ceremony Venue Rental

Ceremony Rental Includes: One Hour Ceremony Rental, Scheduled One Hour Rehearsal, Bridal Suite Use, Access to Clubhouse Facilities and Grounds, Free Paved On-Site Parking, and Venue Amenities - Custom 10 foot white Arched Arbor to exchange your vows under, White Folding Chairs and Open-Air Seating, Two Large Stone Urns, Unity Table, Set Up and Breakdown.

Features: Glistening Lake Views, Historic 1800s Manor House with centuries old trees and professional landscaping, magnificent reclaimed Slate and Stone Staircase built into the hill, pristine Manicured Lawn Terrace, 10' Arched Arbor, and Golf Course Views. The serene natural beauty of the romantic setting offers spectacular views each season for memorable photography.

Seasonal: Available April 1-November 15.

Set Up: Wedding Ceremonies have an allotted time frame of 1 hour. Rental includes up to 4 Hours prior to the Ceremony for decorations and/or pictures.

Bridal Suite – Ceremony: Bridal Suite may be utilized up to 5 hours prior to the Wedding Ceremony for Bridal Party to style hair, makeup, and dress (based on availability). See Bridal Suite page for Amenities.

Parking: Guests will enjoy ample free parking just steps from the ceremony location and clubhouse.

*Fee does not include officiant, flower arrangements, or music. Due to the location and concern for the environment, decorations must be approved by Chesapeake Bay Golf Club in advance.*



## OUTDOOR WEDDING CEREMONY - VENUES

### *Rustic Party Pavilion*



#### Rustic Party Pavilion – 1 Hour Wedding Ceremony Venue Rental

Ceremony Rental Includes: One Hour Ceremony Rental, Scheduled One Hour Rehearsal, Bridal Suite Use, Access to Clubhouse Facilities and Grounds, Free Paved On-Site Parking, and Venue Amenities - White Folding Chairs, Unity Table, Set Up and Break Down.

Features: Open-air seating with beautiful pond views overlooking the golf course, protection from the sun and elements for your guests, Amish-crafted board and batten natural wood farmhouse siding, standing seam black metal roof, reclaimed wood 10' center arch, professional landscaping, Edison-style party lights that illuminate the perimeter, and the comfort of ceiling fans.

Seasonal: Available April 1-November 15.

Set Up: Wedding Ceremonies have an allotted time frame of 1 hour. Rental includes up to 4 Hours prior to the Ceremony for decorations and/or pictures.

Bridal Suite – Ceremony: Bridal Suite may be utilized up to 5 hours prior to the Wedding Ceremony for Bridal Party to style hair, makeup, and dress (based on availability). See Bridal Suite page for Amenities

Parking: Guests will enjoy ample free parking just steps from ceremony location and clubhouse.

\*Optional: Rent as an inclement weather backup location for the Lakeview Arbor on the Lawn.

*Fee does not include officiant, flower arrangements, or music.*

*Due to the location and concern for the environment, decorations must be approved by Chesapeake Bay Golf Club in advance.*





## WEDDING RECEPTION - VENUES

### *Chantilly Ballroom*



#### Chantilly Ballroom – 4 Hour Wedding Reception Venue Rental

Reception Rental Includes: Four Hour Reception, Access to Clubhouse Facilities and Grounds, Free Paved On-Site Parking, Tables, gold Chiavari Chairs w/ Padded Leather Seats, Dance Floor, Bridal Suite Use, Set Up and Breakdown.

Features & Amenities: Vaulted Ceiling, Center Wood Beam, Sparkling Crystal Chandeliers, Wood Floors, Wainscoting, Wall Sconces, Granite Bar, 70" Smart TV, Built-In Sound System, Free Parking, and four large picture-frame windows offering picturesque golf course views

Set Up: Wedding Receptions have an allotted time frame of 4 hours. Additional Reception Time may be arranged for in advance. Rental includes an additional 2 hours prior to the start of the event for decorations and/or pictures, and 1 hour afterward to remove items brought in by the hosting party.

Bridal Suite - Reception: The Bridal Suite may be used by the Bridal Party for storage and to check hair and makeup up to 1 hour before and during the 4 hour reception for a total rental of 5 hours. The Wedding Party may be "staged" in the Suite before being announced at the reception. Additional time may be arranged if needed.

Beverage Package: Selection of a Chesapeake Bay Golf Club Beverage Package is mandatory with Reception Rentals. See "Bar & Beverage Packages" page for pricing options.

\*Optional LED Uplighting Package: The spotlight – literally – is on you! Our LED Lighting upgrade package offers exclusive wall wash lighting to match your color scheme, and pre-programmed room ambiance and lighting effects for your wedding's special events such as first dance, cake cutting, introductions and more. Room lights, chandeliers and sconces will dim, spotlights will shine – modern features to take your event next level! Pricing includes professional staff to run the lighting effects throughout your event.

\*Optional A/V Package: 70" Flatscreen Smart TV for photo slideshow to run during the reception, Microphone for speeches, Built-in Sound System, and staff to administer.



## WEDDING RECEPTION - VENUES

### *Rustic Party Pavilion*



Linton Photography

#### Rustic Party Pavilion – 4 Hour Wedding Reception Venue Rental

Reception Rental Includes: Pavilion Use for Four Hour Reception, Access to Clubhouse Facilities and Grounds, Free Paved On-Site Parking, Tables, White Folding Chairs, Use of Bridal Suite, Set Up and Breakdown.

Features: Open-air seating with beautiful pond views overlooking the golf course, Amish-crafted board and batten natural wood farmhouse siding, standing seam black metal roof, reclaimed wood 10' center arch, professional landscaping, party lights that illuminate the perimeter, and the comfort of ceiling fans.

Seasonal: Available April 1-November 15.

Set Up: Wedding Receptions have an allotted time frame of 4 hours. Additional Reception Time may be arranged for in advance. Rental includes an additional 2 hours prior to the start of the event for decorations and/or pictures, and 1 hour afterward to remove items brought in by the hosting party.

Bridal Suite - Reception: The Bridal Suite may be used by the Bridal Party for storage and to check hair and makeup up to 1 hour before and during the 4 hour reception for a total rental of 5 hours.

Beverage Package: Selection of a Chesapeake Bay Golf Club Beverage Package is mandatory with Reception Rentals. See Bar & Beverage page for pricing options.

\*Optional Dance Floor: 12'x15' Wood Dance Floor in-house rental includes set up and breakdown.

\*Optional A/V Package: PA System with Hand Held Microphone.

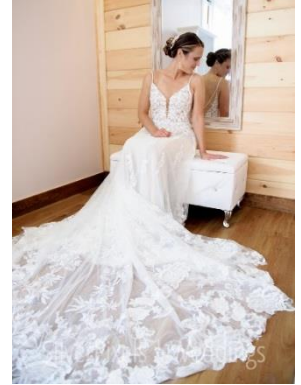
*Due to concern for environment, decorations must be approved by Chesapeake Bay in advance.*





## WEDDING VENUES

### *Bridal Suite*



Above Left: Aaron Hamrick Photography. Above Right: Silver Pixels Photography

Our Bridal Suite offers a private area for the bride and her wedding party to relax, style hair and apply and refresh makeup before the ceremony, or touch up during the reception. Access and use of the Bridal Suite is included with Wedding Ceremony and Reception Rentals.

Amenities Include: Makeup Bar, Hair Styling Stations, Salon Chairs, Private Dressing Room, Lounge Seating, Sliding Barn Door, Full Length Mirrors, Crystal Chandelier, Wood Floors, Refreshment Area, and Storage.

### *Trophy Room, Blue Room & Brick Patio*

The Trophy Room or Brick Patio (seasonal) is ideal for your Cocktail / Social Hour, Rehearsal Dinner, Day-After-Wedding Brunch, Shower, Engagement Dinner, Wedding Party Special Event and more. The Blue Room may be added to the Trophy Room rental to accommodate a larger Event. Rental Features:

Trophy Room\*: Use of room, Leather Lounge Seating, Granite Bar, Wood Tables & Chairs (*after 5pm*).

Blue Room\*: Use of room, Solid Wood Tables and Chairs, Wood Floor, Buffet Bar, Set Up and Breakdown.

Brick Patio: Open-Air Iron Café Seating, Adirondack Chair conversational groupings, golf course views.

Beverage Package: A CBGC Beverage Package is mandatory with Venue Rental. Bartender Fees may apply.

\*Optional A/V Package: Use of Smart TV for a Slideshow or Presentation.



Above Right: Aaron Hamrick Photography.



## VENUE RENTAL PRICING & COMBINATIONS

At Chesapeake Bay Golf Club, you will find your dream wedding. Whether it is an outdoor wedding ceremony with a romantic backdrop, an elegant country club wedding, or an open-air rustic farmhouse reception, choose your perfect venue combinations for your unforgettable day!

### *Ceremony Only*

1 Hour	Lakeview Arbor On the Lawn + Bridal Suite	\$	<i>Dream Wedding</i>
1 Hour	Rustic Party Pavilion + Bridal Suite	\$	
1 Hour	Lakeview Arbor On the Lawn + Backup - Rustic Party Pavilion or Ballroom based on Chesapeake Bay Golf Club availability + Bridal Suite	\$ \$ \$	<i>Chesapeake Exclusive!</i>
		<u>\$</u>	

### *Ceremony + Reception*

1 Hour	Lakeview Arbor — Ceremony	\$	
4 Hours	+ Chantilly Ballroom — Social & Reception + Bridal Suite	\$ \$	
		<u>\$</u>	
1 Hour	Lakeview Arbor — Ceremony	\$	
4 Hours	+ Rustic Pavilion — Social & Reception + Bridal Suite	\$ \$	<i>Open-Air</i>
		<u>\$</u>	
1 Hour	Lakeview Arbor — Ceremony + Backup Included	\$	
1 Hour	+ Rustic Pavilion — Social	\$	
3 Hours	+ Chantilly Ballroom — Reception + Bridal Suite	\$ \$	<i>Most Popular!</i>
		<u>\$</u>	
1 Hour	Lakeview Arbor — Ceremony + Backup Included	\$	
1 Hour	+ Trophy Room (under 100) — Social	\$	
3 Hours	+ Chantilly Ballroom — Reception + Bridal Suite	\$ \$	
		<u>\$</u>	



## VENUE RENTAL PRICING & COMBINATIONS

Our beautiful new wedding venues offer a variety of combinations to perfectly suit your budget and vision for your special day. Start planning your Dream Wedding today!

### *Ceremony + Reception* *(continued)*

1 Hour	Lakeview Arbor — Ceremony + Backup Included	\$	
1 Hour	+ Trophy Room & Blue Room (over 100) — Social	\$	
3 Hours	+ Chantilly Ballroom — Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	<i>Spectacular</i>
1 Hour	Lakeview Arbor — Ceremony	\$	
1 Hour	+ Rustic Pavilion — Social Hour <i>(or Ceremony Backup)</i>	\$	
	+ Trophy Room — <i>(Social Hour Backup)</i>	\$	
3 Hours	+ Chantilly Ballroom — Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	<i>Chesapeake Exclusive! All Weather</i>
1 Hour	Lakeview Arbor — Ceremony	\$	
1 Hour	+ Brick Patio (under 80) — Social	\$	
3 Hours	+ Rustic Pavilion — Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	<i>Outdoor Romance</i>
1 Hour	Rustic Pavilion — Ceremony	\$	
4 Hours	+ Chantilly Ballroom — Social & Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	
1 Hour	Rustic Pavilion — Ceremony	\$	
1 Hour	+ Trophy Room (under 100) — Social	\$	
4 Hours	+ Chantilly Ballroom — Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	
1 Hour	Rustic Pavilion — Ceremony	\$	
1 Hour	+ Trophy Room & Blue Room (over 100) — Social	\$	
3 Hours	+ Chantilly Ballroom — Reception	\$	
	+ Bridal Suite	\$	
		<u>\$</u>	





## VENUE RENTAL PRICING & COMBINATIONS

From classic, modern and chic – to rustic farmhouse, our venues have it all!

### *Reception Only*

4 Hours	Chantilly Ballroom — Social & Reception + Bridal Suite	\$	
4 Hours	Rustic Pavilion — Social & Reception + Bridal Suite	\$	
1 Hour 3 Hours	Rustic Pavilion — Social + Chantilly Ballroom — Reception + Bridal Suite	\$ \$ \$	<i>Most Popular!</i>
		\$	
		\$	
1 Hour 3 Hours	Trophy Room (under 100) — Social + Chantilly Ballroom — Reception + Bridal Suite	\$ \$ \$	<i>Year Round Favorite</i>
		\$	
		\$	
1 Hour 3 Hours	Trophy Room (under 100) — Social + Rustic Pavilion — Reception + Bridal Suite	\$ \$ \$	
		\$	
		\$	
1 Hour 3 Hours	Trophy Room & Blue Room (Over 100) — Social + Chantilly Ballroom — Reception + Bridal Suite	\$ \$ \$	<i>The Perfect Combo</i>
		\$	
		\$	
1 Hour 3 Hours	Brick Patio (under 80) — Social + Rustic Pavilion — Reception + Bridal Suite	\$ \$ \$	<i>Open-Air</i>
		\$	
		\$	





## BAR & BEVERAGE PACKAGES

A Chesapeake Bay Golf Club Beverage Package selection is mandatory with Outside Catered Wedding Reception Rentals. Packages are for Four Hours of Service. Choose One Bar & Beverage Service from the options below:

### PREMIUM OPEN BAR

\$ per person includes: Premium Liquors, House Wines, Bottled Imported/Craft and Domestic Beers, Hard Seltzers, Sodas, non-alcoholic beverages, and 1 Bartender for every 75 guests.

<u>Liquor</u>		<u>Wine / Hard Seltzer</u> (Choose Any 5)	<u>Bottled Beer</u> (Choose 5)
Grey Goose Vodka	Chivas Regal	Cabernet Sauvignon	Corona
Tito's Vodka	Jameson Irish Whiskey	Merlot	Yuengling Lager
Seasonal Flavored Vodka	Maker's Mark Bourbon	Chardonnay	Coors Light
Bombay Sapphire Gin	Jack Daniels	Pinot Grigio	Miller Lite
Tanqueray Gin	Southern Comfort	Moscato	Michelob Ultra
Bacardi Rum	1800 Tequila	White Zinfandel	
Captain Morgan's Rum	Dry & Sweet Vermouth	Riesling	Blue Moon
Malibu Rum	Triple Sec	Pinot Noir	Heineken
Seagram's VO	Disaronno Amaretto		Dogfish Head IPA
Seagram's 7	Peachtree Schnapps	White Claw	Stella Artois
Crown Royal	Kahlua	Truly Hard Seltzer	Sam Adams

### CLASSIC OPEN BAR

\$ per person includes: Liquors, House Wines, Bottled Domestic Beers, Sodas, non-alcoholic beverages, and 1 Bartender for every 75 guests.

<u>Liquor</u>		<u>Wine</u> (Choose 4)	<u>Bottled Beer</u> (Choose 4)
Absolut Vodka	Dewar's Scotch	Cabernet Sauvignon	Corona
Beefeater's Gin	Jack Daniels	Merlot	Yuengling Lager
Bacardi Rum	Jim Beam	Chardonnay	Coors Light
Captain Morgan's Rum	Jose Cuervo Tequila	Pinot Grigio	Miller Lite
Seagram's 7		Moscato	Michelob Ultra
		White Zinfandel	
		Riesling	Blue Moon

### BEER & WINE OPEN BAR

\$ per person includes: House Wines, Bottled Domestic Beer, Sodas, non-alcoholic beverages, and 1 Bartender for every 75 guests.

<u>Wine</u> (choose 4)		<u>Bottled Beer</u> (choose 4)	
Cabernet Sauvignon	Moscato	Corona	Miller Lite
Merlot	White Zinfandel	Yuengling Lager	Michelob Ultra
Chardonnay	Riesling	Coors Light	Blue Moon
Pinot Grigio	Pinot Noir		





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## BAR & BEVERAGE OPTIONS

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Beverage Packages are for Four Hours of Service. Additional Hours may be purchased. Total guest count is based off all Adults over the Age of 21. The Soft Beverages Package must be purchased for guests between the Ages of 12 and 20, or for all guests if no alcohol is to be served at your wedding.

### SOFT BEVERAGES OPEN BAR

\$ per person Includes: Sodas and non-alcoholic beverages, and 1 Bartender for every 75 guests.

### SPECIAL BEER / WINE / CHAMPAGNE / LIQUOR REQUESTS

Pricing Upon Request.

### TAB BAR

A check will be run through the duration of the party for all alcoholic beverages consumed by the guests. A \$1,000 refundable deposit is required in advance along with a signed credit card slip. At the end of the function, the tab will be calculated with Service Charge, and any difference will be settled at time of final payment. A time limit or a certain time period may be set in which beverages can be put on a tab.

#### Tab Bar Drink Prices

Bottled Beer - \$ • Glass of Wine - \$ • Liquor - \$ • Soda - \$

*Tab Bar Drink Prices include Maryland State Tax.*



*Silver Pixels Photography. View From Party Pavilion.*

*\*Additional Bartenders may be added to any Bar Package at \$150 each.*

The consumption of alcoholic beverages by a minor is in serious violation of state and federal laws and will be treated as a crime. Our staff is fully trained to ask for age identification from any person who appears to be under the age of 21 and is trying to obtain alcohol. We ask that you inform any guests who may be under the legal drinking age of our policy.



## BAR & BEVERAGE OPTIONS

### DELUXE COFFEE STATION

Gourmet Coffee with an assortment of Flavored Syrups, Creams and Sugars, Cups, Dishwasher Required.  
 Available as an Add-On with Place Setting Rental. \$ /person

### TOASTING PACKAGES

Includes Champagne (guests over 21) or Sparkling Cider, and Champagne Flutes. Dishwasher Required. Available as an Add-On with Place Setting Rental. • Champagne - \$ /person • Sparkling Cider - \$ /person

### SIGNATURE DRINK

Create your own Signature Drink featured at the bar! Drink must be selected in advance and approved by our bartender. Pricing will be based on selection.

## VENUE SEATING CAPACITIES

Our venue capacities below may vary up or down based on preferred seating arrangements.

Chantilly Ballroom – Sit Down:	w/ Dance Floor – 170	No Dance Floor – 200
Chantilly Ballroom – Buffet:	w/ Dance Floor – 150	No Dance Floor – 180
Rustic Party Pavilion *	Ceremony / Social Hour – 200	Reception – 120-140
Lakeview Arbor on the Lawn *	Ceremony – 200	
Trophy Room	Social Hour – 100	Dinner/Shower/Brunch – 80
Trophy Room + Blue Room	Social Hour – 150	
Brick Patio *	Social Hour – 80	

*\*Seasonal Venues (available April 1-November 15).*

*Note: Venue capacities may vary based on preferred seating arrangements.*

## SCENIC VIEWS – PERFECT PHOTOGRAPHY

Imagine centuries old trees, glistening water views, lush green lawns, historic 1800s manor house, custom slate and stone staircase on the hill, white arched arbor by the lake, native grasses, weeping willows, cattails, meadows, bridges, blue herons, flowers, formal landscapes, wildlife & more.



1000 Words Photography





## IN-HOUSE RENTAL PACKAGES

Chesapeake Bay Golf Club offers a variety of in-house Rental Packages to enhance and upgrade your event.

CBGC Rental	Description	Price
<b><i>Food &amp; Non-Alcoholic Beverages</i></b>		
Place Setting Rental	China (Dinner Plate, Salad Plate, Bread & Butter), Water Goblet, Silverware, Use of Dishwasher, Dishwasher Staff	\$ per person
Linens	White or Ivory Standard Table Linens and Choice of Napkin Color	\$ per person
Serving Rental Package	Chafers, Sterno – Rectangular 8 Qt. Stainless Full Pan	\$ per pan
Deluxe Coffee Station*	Fresh Brewed Coffee, Flavored Syrups, Creamer, Sugars, Cups, Saucers* *Dishwasher Required. Available as an Add-On with Place Setting Rental.	\$ per person
Toasting Package Non-Alcoholic*	Sparkling Cider, Champagne Flutes* *Dishwasher Required. Available only as an Add-On with Place Setting Rental.	\$ per person
Soft Beverages Open Bar	4 Hours: Soda/Non-Alcoholic Beverage Service & Server at Bar	\$ per person
Signature Display	Chef's Display of Fresh Vegetable Crudit�, Domestic & Imported Cheeses, Fresh Fruit Garni, Assorted Crackers and Dips	\$ per person
<b><i>Alcoholic Beverages</i></b>	<i>Liquor License strictly enforced. All alcohol served and/or consumed on the premises must be purchased from Chesapeake Bay Golf Club. Employees of Chesapeake Bay Golf Club must do all dispensing of alcoholic beverages. Proper ID is required.</i>	
Premium Open Bar	4 Hours: Premium Liquors, House Wines, Bottled Imported/Craft & Domestic Beer, Hard Seltzers, Sodas, non-alcoholic beverages, and 1 Bartender per 75 guests.	\$ /guest
Classic Open Bar	4 Hours: Liquors, House Wines, Bottle Domestic Beers, Sodas, non-alcoholic beverages, and 1 Bartender per 75 guests.	\$ /guest
Beer & Wine Open Bar	4 Hours: House Wines, Bottled Domestic Beer, Sodas, non-alcoholic beverages, and 1 Bartender per 75 guests.	\$ /guest
Tab Bar	A Check will be run through duration of party for all alcoholic beverages consumed by the guests. Bartender Fee will be included in Total.	\$1,000 Deposit
Toasting Package Champagne*	Champagne Toast, Champagne Flutes *Dishwasher Required. Available as an Add-On with Place Setting Rental.	\$ per person
Special Beer/Wine Signature Drink/Liquor	<u>Advanced Notice &amp; Approval Required</u>	Priced separately



## IN-HOUSE RENTAL PACKAGES

CBGC Rental	Description	Price
<b>Audio/Visual Packages</b>	<i>Must make Arrangements for Audio and Visual Equipment needs in Advance.</i>	
LED Lighting Package: Chantilly Ballroom	State-of-the-art LED color lighting to match event theme, exclusive ambiance and lighting effects, staff to administer	\$
A/V: Chantilly Ballroom	70" Smart TV for Slideshow/Presentation ( <u>advanced set up required</u> ), Microphone, Built-in Sound System – Play Your Music, staff to administer	\$
A/V: Rustic Pavilion	PA System with Hand Held Microphone	\$
A/V: Trophy Room	Smart TV for Slideshow/Presentation ( <u>advanced set up required</u> )	\$
<b>Furniture &amp; Equipment</b>		
Social Hour Package	High Top Tables with Linens	\$ per Table
Dance Floor: Pavilion	12' x 15' Dance Floor – Set Up, Breakdown	\$
<b>Catering</b>	➔ <i>Approved Caterers are responsible for safe food preparation, handling, transportation, set-up, and serving, as well as clean-up – including event trash removal. <u>No food or trash may be left on premises.</u></i>	
Kitchen Use	Caterer will require use of Kitchen for Food Preparation (cutting boards, sink, stove, ovens, warming boxes etc.)	\$ /Hr
Refrigeration Use	Use of Chesapeake Bay Golf Club Refrigerator - day of event only	\$
Trash Disposal	<b>**Customer/Caterer Responsible for all Trash Disposal**</b> There is a Fee if Caterer would like to dispose Trash in our Dumpster. <i>Note: There is no fee if <u>ALL</u> trash is removed from property.</i> <i>Any clean-up left for CBGC will be charged accordingly.</i>	\$ Use On-Site Dumpster
Maryland Licensed Caterer	Maryland Licensed Caterers must be pre-approved by Chesapeake Bay Golf Club and meet our rules and regulations. Caterers must provide a copy of their Certificate of Insurance.	Ask for our list of approved Caterers
Out-of-State Caterer	Out of State Caterers can purchase a one day Maryland license, and must be pre-approved by Chesapeake Bay GC and meet our rules & regulations. Caterers must provide copy of their Certificate of Insurance.	
<b>Vendors</b>		
DJs, etc.	All Outside Vendors must provide a copy of their Certificate of Insurance to Chesapeake Bay Golf Club and must abide by our Rules and Regulations.	Ask for our list of approved vendors





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## PAYMENT GUIDELINES

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### DEPOSIT, PAYMENT PROCESS

**Due at Contract Signing** – A non-refundable deposit of 60% of the Rental Fee and signing of Chesapeake Bay Golf Club's Outside Caterer Wedding Contract secures the date and time for your special day.

**6 Months Prior to Wedding** – 40% Remaining Balance is due.

**10 Days Prior to Wedding** – Balance of any additional wedding fees, final count of guests, and any menu or beverage selections are due 10 days prior to the reception and are considered final and nonrefundable.

### SECURITY DEPOSIT & INSURANCE

A signed Security Disclaimer and Security Deposit of \$750 (secured with a credit card) is required 10 Days prior to event and will be held as liability for damage done to the facility during the event. Damage/Excessive Cleanup can be defined, but not limited to: confetti, cake throwing, etc. If no damage occurs, the Security Deposit will be fully refunded.

Note: Special Event Liability Insurance with Host Liquor Liability coverage may be requested for large scale events due no later than 30 Days prior to the event. It provides legal liability coverage for accidents, peace of mind and protection from financial loss against bodily injury or property damage suits brought by parties injured, or as a result of an intoxicated guest who was served alcohol at an event you hosted.

### TAX AND SERVICE CHARGE

A 20% Service Charge (where applicable) and Maryland State Tax will be added to your Final Bill.

### TIME SCHEDULING

All receptions have an allotted time frame of **four hours**. Additional time must be obtained ahead of time at a fee of \$425 per hour. Extra time, if not arranged for in advance, will cost \$275 per half hour.

### HOLIDAY PREMIUM DAYS

New Year's Day, Valentine's Day, Good Friday, Easter Sunday, Mother's Day, Memorial Day, Fourth of July, Labor Day, Halloween, Thanksgiving, Black Friday, Christmas Eve, Christmas Day, and New Year's Eve.

