

Banquets & Events



EVENT VENUE PRICING & OUTSIDE CATERER GUIDE

Chesapeake Bay Golf Club is pleased to announce the opening of our all new Banquet & Event Venues offering a complete variety of indoor and outdoor spaces to perfectly suit any theme. For added flexibility, you may choose to use an outside, approved caterer for your food service needs. Create your dream event!

Explore our Venues, Bar & Beverage Service Options, In-House Rentals and more!



Banquets & Events



EVENT VENUES

Chantilly Ballroom



Chantilly Ballroom - 3 Hour Rental

Includes: Use of Chantilly Ballroom, Tables, upscale gold Chiavari Chairs w/ Padded Leather Seats, Dance Floor, Room 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: Events have an allotted time frame of 3 hours. Rental includes an additional 1 hour 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.

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

*Optional LED Uplighting Package: Our vaulted ceiling and soffits are fitted with state-of-the-art LED color lighting that create a "wall wash" effect and can be programmed to match your party's color scheme. Our exclusive "lighting scenes" can create the perfect room ambiance and lighting effects at the touch of a button — 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 or presentation during event, Microphone for speeches, Built-in Sound System, and staff to administer.



EVENT VENUES

Rustic Party Pavilion



Linton Photography

Rustic Party Pavilion – 3 Hour Rental

Includes: Use of Party Pavilion, Tables, White Folding Chairs, 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 30.

Set Up: Events have an allotted time frame of 3 hours. Rental includes an additional 1 hour 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.

Beverage Package: Selection of a Chesapeake Bay Golf Club Beverage Package is mandatory with Venue Rentals. See "Bar & Beverage Package" 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.

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EVENT VENUES

Trophy Room, Blue Room & Brick Patio

The Trophy Room is ideal for a small Brunch, Shower, Birthday or Anniversary Celebration, Office Party and more. The Blue Room may be added to accommodate a Cocktail, Holiday or Social Event. Rental Features:

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

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

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

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

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



Lakeview Arbor on the Lawn

Gorgeous outdoor setting for a memorable special event! Located next to our historic 1800s Manor House, your guests will enjoy an intimate setting with glistening lake views as your backdrop, a custom 10' white arched arbor, pristine manicured lawn, and a magnificent reclaimed stone staircase built into the hill.

The Lakeview Arbor on the Lawn may be utilized April 1 – November 30 for intimate outdoor gatherings.

Lawn Terrace Special Event Rental Includes: Use of Lawn Terrace for 3 Hours, Open-Air Seating, White Folding Chairs, Round Tables, Arbor, Two Large Stone Urns, special Set Up and Break Down.

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

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



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EVENT VENUE RENTAL PRICING

Whether you're looking for an elegant, chic, country club venue, a rustic farmhouse open-air setting, or a casual and comfortable dining room – Chesapeake Bay Golf Club looks forward to setting the scene for your special event at our newly renovated facilities.

Pricing below is for Outside Catered Events.

Chantilly Ballroom

3 Hours	Chantilly Ballroom	\$
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Rustic Party Pavilion

(Seasonal: April 1-November 30)

3 Hours	Rustic Pavilion	\$
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Trophy Room, Blue Room

3 Hours	Trophy Room	\$
3 Hours	Trophy Room + Blue Room (after 5pm)	\$

Brick Patio

(Seasonal: April 1-November 30)

3 Hours	Brick Patio	\$
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Lakeview Arbor on the Lawn

(Seasonal: April 1-November 30)

3 Hours	Lawn Terrace Special Event	\$
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TIME SCHEDULING

All events have an allotted time frame of three hours – with an additional one hour allocated prior to event to decorate and set up room, and one hour after the event for removal of decorations and personal items.

Additional event time must be obtained ahead of time at a fee of \$150 per hour.

Extra time, if not arranged for in advance, will cost \$100 per half hour.

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BAR & BEVERAGE OPTIONS

Choose one mandatory Bar & Beverage Service from the options below and next page:

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

Beverage Packages are for Three 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 event.

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 \$ 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 - \$6 • Glass of Wine - \$8 • Liquor - \$10 • Soda - \$3

Tab Bar Drink Prices include Maryland State Tax.



~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.



VENUE SEATING CAPACITIES

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

* Seasonal Venues (available April 1-November 30)

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 *	Open-Air Banquet/Event – 144	Cocktails / Social – 200
Trophy Room	Dinner/Shower/Brunch – 50	
Trophy Room + Blue Room	Cocktails / Special Event – 100	
Brick Patio *	Outdoor Social – 80	
Lakeview Arbor on the Lawn *	Outdoor Special Event – 200	

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.





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
<i>Food & Non-Alcoholic Beverages</i>		
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* <i>*Dishwasher Required. Available as an Add-On with Place Setting Rental.</i>	\$ per person
Toasting Package Non-Alcoholic*	Sparkling Cider, Champagne Flutes* <i>*Dishwasher Required. Available only as an Add-On with Place Setting Rental.</i>	\$ per person
Soft Beverages Open Bar	3 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
Dessert Display	Chef's Display of Desserts, Cookies or Cake	\$ per person
<i>Alcoholic Beverages</i>	<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	3 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	3 Hours: Liquors, House Wines, Bottle Domestic Beers, Sodas, non-alcoholic beverages, and 1 Bartender per 75 guests.	\$ /guest
Beer & Wine Open Bar	3 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.	\$ Deposit
Toasting Package Champagne*	Champagne Toast, Champagne Flutes <i>*Dishwasher Required. Available as an Add-On with Place Setting Rental.</i>	\$ per person
Special Beer/Wine Signature Drink/Liquor	<u>Advanced Notice & Approval Required</u>	Priced separately

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IN-HOUSE RENTAL PACKAGES

CBGC Rental	Description	Price
Audio/Visual Packages	<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>)	\$
Furniture & Equipment		
Social Hour Package	High Top Tables with Linens	\$ per Table
Dance Floor: Pavilion	12' x 15' Dance Floor – Set Up, Breakdown	\$
Catering	➔ <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	**Customer/Caterer Responsible for all Trash Disposal** 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.	
Vendors		
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



PAYMENT GUIDELINES

DEPOSIT, PAYMENT PROCESS ATTENDANCE & FINAL MENU SELECTIONS

Due at Contract Signing - A \$400 non-refundable deposit and completion of Chesapeake Bay Golf Club's Event Contract secures your date and time for your event.

3 Months Prior to Event – 1/2 of the Estimated Balance is due.

10 Days Prior to Event – Remaining Balance of all fees, final count of guests, and menu selections are due 10 days prior to the event and are considered final and nonrefundable. Room minimum counts will apply.

SECURITY DEPOSIT & INSURANCE

A signed Security Disclaimer and Security Deposit of \$750 (secured with a credit card or certified check) 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, bathroom cleanup, spilled alcohol or other liquids, 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

All prices are per person. A 20% Service Charge and Maryland State Tax will be added to your Final Bill.

