

Southview

COUNTRY CLUB

General Catering Information:

BANQUET & MEETING ROOMS

Southview Country Club is open year round for banquets and meetings of all types. Please contact our Catering Department for dates and availability.

Room capacities do not take into consideration: theater style seating, dance floors, head tables, cake tables, punch tables, staging, movie screens, etc.

Prices listed are member rates. Please inquire about non-member room rentals.

PLEASE NOTE...

The Main Bar, Wedgewood Room, Card Room, Locker Rooms, Golf Course and Clubhouse Grounds are for the use and the enjoyment of Southview Country Club Members only, and are considered restricted areas for catered events, generally speaking.

ST. ANDREWS ROOM

The St. Andrews Room is our largest banquet space with a maximum capacity of 250 guests. When used in conjunction with the adjoining President's Room, the maximum capacity increases to 300. It has many windows and French doors that open to a private patio that overlooks part of the golf course. The room is complete with a built-in bar.

Room Rental - Weekdays \$250

Room Rental - Friday & Saturday \$500

Friday Evening Minimum \$3,000

Saturday Evening Minimum \$5,000

PRESIDENTS ROOM

The President's Room is a subdivision of the St. Andrews Room and seats a maximum of 50 guests. Client is subject to an increase in room rental fee if your event exceeds the contracted time agreed upon.

Half Day Rental (4 hours or less) \$100

Full Day Rental (4 hours or more) \$150

AUGUSTA ROOM

The Augusta Room is a private room on the main floor of the clubhouse. The Augusta itself has a maximum capacity of 50 guests and used in conjunction with the adjoining Alcove, can seat as many as 75. The room has large picture windows, a fireplace and French doors, which open to a deck that overlooks the 1st Tee and pond.

Room Rental - Weekdays \$175

Room Rental - Weekends \$275

Weekdays - Minimum \$750

Friday Evening Minimum \$1,000

Saturday Evening Minimum \$2,000

ALCOVE ROOM

The Alcove Room is a subdivision of the Augusta Room and seats a maximum of 20 guests. Client is subject to an increase in room rental fee if your event exceeds the contracted time agreed upon.

Half Day Rental (4 hours or less) \$50

Full Day Rental (4 hours or more) \$100

LIBRARY

The Library is a private room ideal for board meetings and dining functions. The maximum capacity of this room is 10 - 12 guests.

Half Day Rental (4 hours or less) \$30

Full Day Rental (4 hours or more) \$50

WEDGEWOOD ROOM

The Wedgewood Room is located on the lower level of the clubhouse and looks out toward the 1st tee and pond. This room has a capacity of 100 guests by itself and 144 in conjunction with the adjacent Card Room. This room is used primarily for member dining. Depending on the time of year, this room is also used for golf tournaments and holiday events.

Room Rental (Regardless of duration of time) \$150

CARD ROOM

The Card Room is located on the lower level and looks out toward the pond and ladies 1st tee. This room has a maximum capacity of 30 guests.

Half Day Rental (4 hours or less) \$50

Full Day Rental (4 hours or more) \$100



Available to

Rent:

PROJECTION SCREEN
with table for projector \$30

DLP PROJECTOR \$100

37" FLATSCREEN TV WITH DVD
PLAYER

HDMI and VGA compatible
\$50

CONFERENCE PHONE \$25

FLIP CHART WITH MARKERS
\$40

MICROPHONE
handheld or lapel microphone
\$40

CENTERPIECES
Prices will vary

DANCE FLOOR \$200

*Additional rental needs? We will
be happy to arrange rental and
delivery for your function.*

With Our Compliments:

TABLE LINENS, NAPKINS &
SKIRTED TABLES*

*EVENTS NOT EXCEEDING
\$500 IN FOOD AND
BEVERAGE PURCHASES WILL
BE SUBJECT TO A LINEN FEE.

WIRELESS INTERNET

PODIUMS & EASELS

HOUSE MUSIC

Directions:

FROM MINNEAPOLIS

94 East to Highway 52 South. Exit Southview Blvd./Mendota Road. Turn right onto Mendota Road and continue straight through the stoplight. The entrance to Southview is on the right side.

FROM BLOOMINGTON

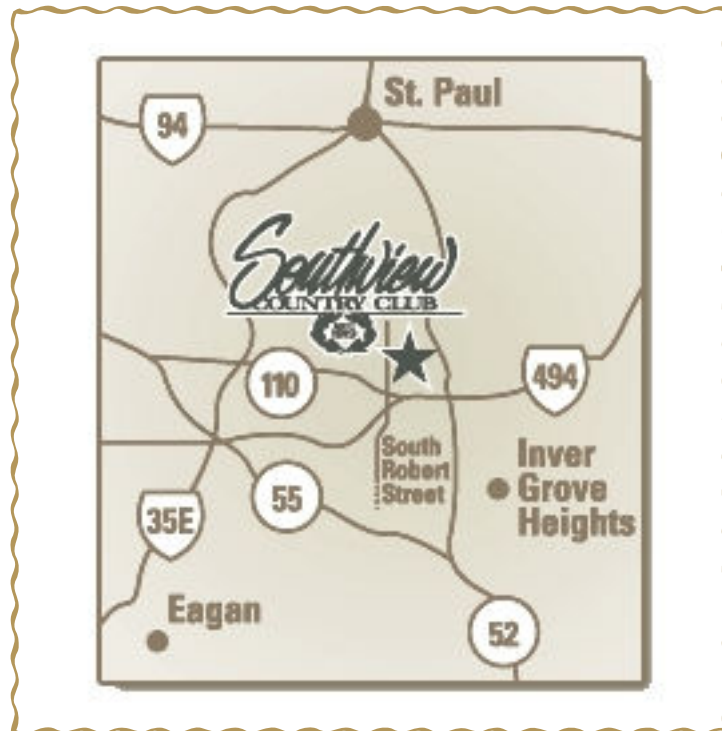
494 East to the Robert Street exit. Turn left onto Robert Street. Turn right at Mendota Road and the Clubhouse is 2/3 down the block on the left side.

FROM BURNSVILLE

35 E North to 494 East, then follow the Bloomington directions.

FROM ROCHESTER

Highway 52 North to Southview Blvd./Mendota Rd. Turn left onto Mendota Road and continue straight through the stoplight. The Southview entrance is on the right side.





General Catering Information Continued...

HOSTING AN EVENT & ROOM CHARGES

Southview Country Club is a private facility hosting both member functions and member-sponsored functions. You do not need to be a member to host an event at Southview; however, membership has its benefits when planning an event.

Social member sponsored events will be charged the published room rental fees. Golf member sponsorship does not nullify room rental rates. The room charge is waived for a golf member's personal event. Any event in which a golf member is not personally paying for (i.e. school reunions, sponsored events, etc.) is subject to a room rental charge.

In sponsoring a function, a member assumes full responsibility for the conduct of guests, compliance with Club rules, and any debt incurred to the Club.

ROOM CHARGES ADDITIONAL

Room charges vary depending on the time of day, day of the week, or even the time of the year that your event is scheduled. Room charges include standard set up, clean-up, linens, china, flatware, glassware, etc... An additional labor charge will be assessed for events scheduled on national holidays such as Labor Day or New Year's Eve.

DEPOSITS

A deposit check is required to hold a reservation for your group. This deposit will be applied towards payment of the final bill. All event reservations are considered tentative and are subject to release until a deposit is received. All deposits are non-refundable, and are earned by the Club should the party cancel.

MENU SELECTIONS

Please contact the Catering Office if you need any assistance in your menu selection. Your menu should be submitted to the Catering Office no later than two business weeks before your scheduled event. When two, or more, entrées are served, there will be an additional \$1.00 per guest charge.

PAYMENT & BILLING

For weddings and large receptions, an estimated bill will be presented for full pre-payment one week prior to the event. Payment is due by cash, check or credit card. Over payment is possible and will be refunded through the Accounting Department as soon as possible. Please note: Credit card payments will be charged a 2% processing fee.

GUARANTEES

Notify the Catering Office one business week prior to your function with the guaranteed number of guests that you expect to attend. If the guaranteed number of guests increases, please inform the Catering Office as soon as possible. If no guarantee is submitted you will be billed for the estimated number of guests agreed upon on the banquet event order form. Food preparation is based on the guaranteed number of guests.

CANCELLATIONS

Any function cancelled less than 30 days prior to the function date will be subject to a charge of 25% of the estimated bill. If a cancellation occurs within five business days of the event, the party will be responsible for the room charge and 50% of the estimated bill. Cancellations on the day of the event or "no shows" will be responsible for 100% of the estimated bill. Whenever reasonably possible, we request cancellations to be made in writing.

SALES TAX & SERVICE CHARGES

All food and beverage charges are subject to an 18% service charge and appropriate sales tax, 7.125% food, and 9.625% liquor. Service charges and accessories are also subject to sales tax. The service charge is not a gratuity and is the property of Southview Country Club. Should you, the host, want to recognize the excellent service you receive, you may arrange to leave a separate gratuity for staff with the Catering Office.

FOOD & BEVERAGE REGULATIONS

Due to Health Department regulations and Club policy, all food and beverage consumed on the premises must be provided by Southview Country Club. The only exception being, we do allow commemorative cakes from a licensed baker. Club policy also prohibits removal of beverages or extra buffet food from the club premises. In addition, to maintain the quality of food on a buffet, service time is limited to two hours; unless prior arrangements have been made.



FOOD TASTINGS

Entree tastings are conducted for clients who have signed a contract for their event. For a wedding reception, tastings are complimentary for the bride and groom only. Additional charges will apply for extra guests.

For all other events, the cost is 50% of the current entree price. Food tastings need to be scheduled at least two months prior to your event through the Catering Office.

SPECIAL OCCASION CAKES

You are welcome to provide the cake for your special event from the licensed vendor of your choice. Southview Country Club prohibits customers from bringing in homemade desserts. There is a \$1.00 per person charge for cake cutting and serving.

ALCOHOL CONSUMPTION & ILLEGAL DRUG USE

As the host of an event at Southview Country Club, you are responsible for the behavior of your guests. We request that you assist us in requiring responsible behavior with regard to the consumption of alcohol. Southview Country Club cannot, by law, serve anyone under the age of 21. We reserve the right to refuse service to anyone who does not have proper identification. We also reserve the right to refuse service to any guest who appears to be intoxicated or provides alcoholic beverages to guests who are under the legal age for consumption. Southview Country Club will not allow the use of illegal drugs on the premises; including all outside areas and the parking lot.

NO SMOKING POLICY

The clubhouse is smoke free. Your guests are not permitted to smoke anywhere in the Club. Smoking is permitted outside the entrance to the clubhouse or on the veranda. Ashtray receptacles are provided for your guests to use. As determined by our Board of Directors, the use of E-cigarettes is also prohibited inside the Clubhouse.

PROPERTY CLEAN-UP & DAMAGES

Southview Country Club reserves the right to add on appropriate cleaning charges if the condition of the room after the event makes this necessary. Any damage to Club property caused by an attendee, performer or setup person shall be the responsibility of the host of the party. The cost of any repairs will be billed to the host of the party.

DECORATIONS

The Club will not permit the affixing of anything to the walls, floors, ceilings or outdoor poles with nails, staples, tape or other substance unless the management gives approval. Also, Southview Country Club does not allow the use of any confetti or glitter.

MUSIC & ENTERTAINMENT

The catering department will be pleased to recommend music and entertainment or you may make your own arrangements. All bands or DJ's must set up before the arrival of your guests. The Club does not provide a meal for entertainers. All entertainment must end by 12:00 a.m., and entertainers or persons connected with the entertainment are not allowed to consume alcoholic beverages while on Club property. Southview does not have a piano.

CHILDREN

As the host of an event at Southview Country Club, you assume all responsibility for the conduct of your guests regardless of age. The Club requests that parents supervise their children while in attendance of an event. This insures their safety, and the safety of others. Southview Country Club cannot be held liable for any injuries incurred during banquet functions.

The Club will not assume any responsibility for damage or loss of any merchandise or articles left on the premises before, during or after your function.

Please sign and return a copy of the catering policy with a copy of your booking agreement and deposit.

Signature

Date

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