



## *Food & Beverage Event Order*

*Concerning the Facilities of  
The Links at Montague Executive Golf Course & Academy*

Company or Event Name: \_\_\_\_\_ Event Date: \_\_\_\_\_  
Coordinator Name: \_\_\_\_\_ Event #: \_\_\_\_\_  
Coordinator Address: \_\_\_\_\_  
Telephone( home) \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
( work) \_\_\_\_\_ cell: \_\_\_\_\_

Number of guests : \_\_\_\_\_ Arrival time: \_\_\_\_\_  
Reception Time: \_\_\_\_\_ Dining Time: \_\_\_\_\_

Type of function: Golf tournament \_\_\_\_\_  
Corporate meeting: \_\_\_\_\_  
Wedding: \_\_\_\_\_  
Christmas party: \_\_\_\_\_

Type of Dining: BBQ \_\_\_\_\_ which type? \_\_\_\_\_ price/person \_\_\_\_\_  
Buffet \_\_\_\_\_ seated & served \_\_\_\_\_  
Catered Menu \_\_\_\_\_ selection? \_\_\_\_\_ price /person \_\_\_\_\_  
Buffet \_\_\_\_\_ seated & served \_\_\_\_\_

What type of Bar service? \_\_\_\_\_ wine service? \_\_\_\_\_

Do you have special set up requirements? \_\_\_\_\_  
If yes provide details \_\_\_\_\_

**Do you require a coat check?** \_\_\_\_\_

**Do you require our meeting room?** \_\_\_\_\_ **price:** \_\_\_\_\_

**Quoted price for main floor clubhouse rental** \_\_\_\_\_

**Quoted price for meeting room rental** \_\_\_\_\_

**Quoted price for food requirements** \_\_\_\_\_

**Cost of event:** \_\_\_\_\_ **gratuity** \_\_\_\_\_ **hst** \_\_\_\_\_

**All food & Beverage menu prices subject to a 15% gratuity and hst .**

Please note for all events involving Food and Beverage Services, a guaranteed number of guests is required no later than ( 7) seven days prior to the event, and it is understood that should the actual guests exceed the guarantee, the greater will be the number billed, without exception.

All event orders require a 25% non refundable deposit to secure the event .

Upon signing below, I hereby acknowledge and agree to the **Terms and Conditions** set by The Links at Montague Executive Golf Course.

Karl Peetoom \_\_\_\_\_ Date \_\_\_\_\_

Signature of Client \_\_\_\_\_ Date \_\_\_\_\_

***Please sign and fax to the attention of Karl Peetoom, Operations Manager.***

***Fax number ( 902) 433-3334***