

Butternut Farm Golf Club Policy for Weddings

Menu Selections ~ We require all menu selections to be finalized at least four weeks before your event. All food items must be supplied and prepared by us except for your wedding cake and/or dessert. Due to health and insurance policy, leftover food or beverage may not be taken from the banquet area with the exception of cake/dessert.

Beverages ~ Our beverage license restricts consumption to the clubhouse, porch and terrace areas. The Massachusetts Alcohol Beverage Commission regulates the sale & service of all alcohol. We must supply all alcoholic beverages. Alcoholic favors are not allowed. We reserve the right to limit and control the amount of beverages consumed. Alcohol cannot be served on Sundays until Noon. Unused portions of liquor, beer or wine may not be taken from the premises. Credit Cards or cash may be used to pay for any alcohol balances.

Ceremony ~The cost to have the ceremony on-site is \$750 and is 30 minutes in duration. It includes the space, garden style chairs and podium. Our arbor can be rented for \$100 set up fee.

Final Count - Food & Beverage Minimum ~ Final Count is due 14 days prior to wedding date and cannot change. Food & beverage minimum includes package price for venue, cocktail hour, admin fee & tax. Food & beverage minimum is \$12,800 for Holiday Weekend Fridays & Sundays and Saturdays in every month except September & October. In September and October F&B min. is \$16,500. All other dates have a \$11,000 food & beverage minimum.

Taxes and Service Charges ~ An administrative fee of 20% will be added to our wedding package items. There is no administrative fee on the inclusive vendor services. Package prices are subject to 6.25% state tax with the exception of the Cake and DJ services in our inclusive package. Part of the administrative fee goes toward paying staff a higher hourly wage but does not represent tip or gratuity for staff members. Consumption hosted bars are charged a 10% administrative fee. Tax is included with the cost of our drink prices.

Facility Usage ~ Our Wedding Receptions include use of the facility for five hours. Cocktail Wedding Receptions include the use of the room for three hours and are available on Fridays & Sundays except in September & October and holiday weekends. An additional hour is \$600.00. All events must end by 11:00 PM. We are a non-smoking facility; the outdoor terrace is available for smoking.

Prices, Deposits and Payments ~ A non-refundable \$1000.00 deposit is required to reserve for the venue wedding package. An additional deposit of \$1500-\$2,300 is required to reserve our inclusive vendors depending on vendors you select; payable by Venmo, credit card, personal check, bank or certified check, or cash. Price and availability of some food items is subject to change.

Twenty-five percent of the estimated balance is due 6 months, 3 months and 1 month prior to your event date. Payment forms accepted are Venmo, personal check, bank check, certified check or cash. The final balance is due 10 days prior to your event, payable by Venmo, cash, bank check or certified check and is non-refundable. All payments made at any time are nonrefundable.

Decorations ~ We must approve decorating ideas. Birdseed, bubbles, confetti and rice throwing are not allowed. Open flame that is not in a holder is not permitted, hurricane covers and votive holders are allowed.

Liability ~ Butternut Farm Golf Club is not responsible for damage to or loss of any items left in the Club prior to or following any function. The customer is responsible and shall reimburse Butternut Farm Golf Club, for any damage, incurred during the event.