

Black Knight Country Club

Wedding Planning Guide

We are happy you have chosen Black Knight Country Club for your wedding reception. We do many wedding receptions each year and we will give your reception the greatest attention to detail so that your special day will be all you envisioned.

Room Capacities

Stand up reception with Hors d'oeuvres	350-400 People
Dinner Buffet	200-250 People
Served Meal	150 or less

Black Knight Country Club can also host rehearsal dinners from 20 to 200.

All events and parties **booked by non-members** are subject to room charges. These fees cover set up of the room and extra staff needed for the event.

Ballroom	\$ 250 on Saturdays	\$ 400
Dining Room	\$ 150 on Saturdays	\$ 250
Entire Second Floor	\$ 400 on Saturdays	\$ 650

Wedding Ceremony Fee \$250.00 plus 6% sales tax. *{In addition to the room rental fees.}* Ceremony fee includes, rehearsal at BKCC convenience, stage, and additional set up and labor, use of BKCC locker room facilities for bridal party to prepare for ceremony. Maximum for wedding ceremony is 180.

Events and parties **booked by members for members of the immediate family** will not be charged a room charge, but must pay a deposit to hold the date. This amount will be applied to the total charges incurred. Deposits are not refundable.

Events booked for non-members will require either a member sponsor (a current member who will agree to sponsor the event and be responsible for payment of the bill) or payment of an estimated bill for the event at least fourteen days in advance. Any additional charges or refunds will be calculated in the week following the event. We are able to honor time limits on open bar instructions, but we are unable to honor monetary limits on such items.

The club, with the exception of the wedding cake, must provide all food and beverages served at Black Knight Country Club. Any special requests must be made at least two weeks before the reception.

The club will provide all linen, silver and glassware for the event. There will be no extra charge for some items, such as staging. Your responsibilities will include flowers, decorations, music and printed napkins, if desired.

We have enclosed a list of menu suggestions. These suggestions are by no means exhaustive. We can accommodate a wide variety of tastes. Please note that each sheet contains pricing. **Prices may change without notice.** Once your event is planned, your pricing will be guaranteed for six months. There will be a 18% service charge and 6% sales tax added to all purchases.

Many questions will arise during the planning of your event. Please feel free to ask these questions as they arise. We will be happy to answer your questions or discuss options with you at any time.

Black Knight Country Club
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