

*Catering & Private Events
Planning Guide*



Laurel Ridge
COUNTRY CLUB

2012

Dear Member and Guest,

Thank you for considering Laurel Ridge Country Club for your special event. Whether you are celebrating the most important day of your life with hundreds of guests or you are in need of a more intimate gathering, Laurel Ridge Country Club has the location, the experience, and the dedication to ensure that your event is perfect in every way, and that every aspect of it will resonate with sophistication, elegance and style.

This guide has been carefully prepared with you in mind. Great consideration has been given to each selection, with the goal of ensuring maximum pre-party planning. The suggestions you will find in our planning guide are meant to serve as guidelines only. If you don't see it, please ask! We at Laurel Ridge eagerly anticipate assisting you with all of your party planning needs.

The possibilities are endless to guarantee your event is memorable. Inquire about a golf outing at one of the premier golf courses in Western North Carolina. Let our PGA professional staff arrange your golf event and experience an unsurpassed level of service and excellence. Our staff will coordinate your entire event, from reserving the date to arranging tee times and even your awards presentation. Tie your golf outing in with a luncheon or dinner for a complete affair. Your guests can also enjoy a tennis game on our Har-Tru courts or lounge around our scenic pool as they enjoy the time leading up to your big day.

If your event requires overnight stays for out-of-town guests, inquire about a package that includes lodging at our sister property, The Smoky Mountain Retreat, only ten minutes away from the Laurel Ridge Clubhouse. Thirty-eight luxurious rustic rental homes are available to rent with a two-night minimum. These destination homes offer the elegance and convenience of your own private retreat in the mountains!

When you require a distinctive setting for your special event, we hope you will choose Laurel Ridge Country Club, where our tradition of excellence is not only a trademark, but a guarantee. Our professional staff looks forward to serving you and your guests with Laurel Ridge hospitality.

Special Events Manager

events@laurelridgegolf.com
828-452-0545, ext. 138
www.laurelridgegolf.com

2012 Room Capacities & Fees

****Please note that these prices include set up of room(s) and standard linen**

The Pavilion



(Seated Event-200; Cocktail Style-300)

Number of Guests	Rental Fee
1-69	\$1,500
70-199	\$2,000
200-300	\$2,500

The Mountain Vista Room



(Seated Event-50)

Number of Guests	Rental Fees
1-25	\$150
26-50	\$200

The Cedar Banquet Room



(Seated Event-90; Cocktail Style-130)

Number of Guests	Rental Fee
1-50	\$225
51-90	\$350

The Main Level Clubhouse Piedmont Room



(Seated Event-96)

Number of Guests	Rental Fees
Seated Event 180	
Cocktail Style 250....	\$3,000

Make Sure You Plan For a Rainy Day!

Policies and Guidelines

Catering and Private Party Policies

Catering and private party reservations are accepted on a first-come basis. We offer several options for your one-of-a-kind catered event. Menu selections and packages are listed to help plan your event. We will gladly customize any menu. Please note that rental charges, taxes and service charges are not included in the food or package pricing. **All prices are subject to change.**

Deposits & Holding of Date(s)

Our beautiful setting here is very popular for weddings and private events. Many of these outside events are planned as far as a year in advance. A non-refundable deposit must be made in order to hold the date for any function in the private banquet rooms or Pavilion. As a courtesy to others, dates cannot be held without a deposit. The deposit may be made by cash, credit card or checks made payable to Laurel Ridge Country Club. If mailing a check, mail to, ATTENTION: Special Events Manager, c/o Laurel Ridge Country Club, 49 Cupp Lane, Waynesville, NC 28786.

Cancellation fees

Time of booking until 120 days prior to the event 25% of minimum estimated revenue commitment is due.

90 days prior to event 50% of minimum estimated revenue

60 days prior to event 80% of minimum estimated revenue

30 days prior to event 100% of minimum estimated revenue

Day of Event: 100% of **All Final Charges Remaining** by cash or credit card only

All parties must confirm the number at least seven days before the event. Once the number is given, it may not go down and the minimum billed will be for that number.

Service Charge for parties of 69 guests and under:

*Server (Plated)	\$135.00	(1 per 23 guests)
*Server (Buffet)	\$135.00	(1 per 33 guests)
*Bartender	\$110.00	(1 per 75 guests)
*Bus Person	\$90.00	(1 per 50 guests)
*Carver/Action	\$125.00	per Station

(Carvers required on certain packages)

Service Charge for parties of 70 guests and up:

*20% Gratuity added to all food and beverage

Sales Tax and Service Charge

All food and beverage prices are subject to a service charge and 7% NC sales tax. **If your organization is tax-exempt, a copy of your tax-exempt certificate must be provided in advance.**

Food & Beverages; Regulations & Concerns

All food and beverage must be purchased through Laurel Ridge Country Club. The only exception is a wedding cake. Removal of food and beverage from the premises is not permitted. Outside food or beverage cannot be brought in from other sources. In the event of a "special ordered product" the full amount will need to be paid in advance. The Special Events Manager will let you know when this will be required. In regards to alcohol consumption; to eliminate any surprises, we recommend a budget for your beverages, indicating the least amount you would like to spend and the maximum. There are a number of ways to control the cost of the alcohol consumption at your event. Consider setting parameters such as: having an open bar vs. having a bar available only a select amount of time, serving premium alcohol vs. house versions, serving bottles of wine, limiting the number of drinks per guest, or having a cash bar. A common question is: "*What's the normal bar bill?*" There really is no answer for this as each group is different; drinking styles and consumption vary greatly from person to person. Based on what you would like to see for your event, we will gladly make recommendations within your budget.

Laurel Ridge Country Club is responsible for the administration of the sale and service of alcoholic beverages in accordance with NC state liquor laws. The Club cannot serve individuals under the legal drinking age of 21. The Club and staff reserve the right to monitor all alcohol consumption. The Club and staff reserve the right to deny service to any guest who is deemed intoxicated and may ask for assistance in the removal of the guest. A "last call for alcohol" will be announced 15 minutes prior to the end of your event.

Taste Test

A taste test of your menu selections may be arranged before making your final decision. This is done by appointment only and should be coordinated through the Special Events Manager. All taste test foods are charged accordingly, and must consist of a limited menu of specific foods coordinated through the Special Events Manager, and added to your final bill.

Music and Entertainment

When arranging for entertainment, please notify the Special Events Manager as to the size of the group, playing hours, etc. Due to a town noise ordinance, all entertainment and music must end no later than 11:00 p.m.

Start and Stop Times

All events are priced for four (4) hours. Events lasting longer than four hours will incur a \$300.00 per hour charge for any part of an hour. A minimum of two hours is required between events to allow staff proper time to reset the facility. Please give some thought regarding the amount of time you will need and inform the Special Events Manager of your requirements.

Your florist or cake designer may deliver prior to your event, but must first contact the Special Events Manager to ensure access to the facility. We do not have storage for decorations or props for your event. Items must be brought in the day of the event and must be taken down immediately following the event.

Calendar of Required Deadlines

Four (4) weeks after initial meeting of deposit, The Special Events Manager will be setting these deadlines to ensure your event goes smoothly.

90 days Prior to Your Event:

1. Contact the Special Events Manager and make an appointment to begin the process of making final arrangements for your menu selection(s), beverages, and floor chart.
2. Any special dietary requirements for guests should be addressed.
3. An updated guest count must be given.
4. A contract (based on estimated numbers) and a non-refundable 50% food deposit along with any special orders of beer, wine and liquor will be required. Payable by cash, credit card or check.

10 days Prior to Your Event:

1. At this time your final head count guarantee is required for your event as orders are now placed with vendors. This number may be adjusted upward by 5%, but may not go down; you will be charged for at least the final guest count, regardless of any variation in the attendance. In addition the final contract will be updated and sent for signature.

Day of Your Event:

1. Final payment is due on the day of the event by **Cash or Credit Card only**

Conduct of Guests

You are responsible for the conduct and actions of your guests. All guests are expected to act responsibly at all times. You assume responsibility for the conduct of all persons in attendance and for any damage done to any part of the Club's premises during the event.

The Club is not responsible for any personal items brought to or left at the Club.

The Club does not schedule event-specific security. Please discuss any concerns with the Special Events Manager so we may put it in writing.

The Club reserves the right to charge an additional cleaning charge if the condition of the room after the function so warrants. This will also apply if any damages occur during the event.

Club Responsibilities

The Club is responsible for providing the contracted products and services at the agreed-upon dates and times. The contract includes appropriate number of tables, chairs, linen tablecloths and napkins, shined flatware, china and glassware. Additionally, the Club promises clean and comfortable facilities for your group. The Club always has at least one supervisor on duty during an event.

The Club is not responsible for failure to complete this contract, or any part thereof, due to accidents or other situations and cause beyond its control. This is in reference to Active Nature, the club shall not be held liable for any event cancelled by the Club due to snow, flood, fire, or any other reason deemed to be beyond the control of the Club or an act of nature or uncontrolled disaster. In the event of snow the club is NOT responsible for removal. Unless otherwise agreed in writing, the Club is not responsible for providing decorations, AV equipment, entertainment, or providing additional space, equipment, supplies, or extra staff labor. Advanced notice is required for optional services.

Hors d'oeuvre and Display Menu

(Butler-passed or Stationary)

*We require a minimum of 5 selections if ordering from this menu only,
INCLUDING Chef's station.*

Veggies & Cheese

Fresh Fruit
Served with Yogurt Dip
\$4.00 per person

Vegetable Crudit 
Served with Herb Dressing
\$4.00 per person

Domestic and Imported Cheese & Crackers
\$4.00 per person

Grilled Fresh Vegetables
Served with hummus, pita chips and Tzatziki sauce
\$6.00 per person

Hot Artichoke Dip & Tri-Colored Tortilla Chips
\$3.50 per person

Baked Brie in Almonds and Honey
\$5.00 per person

Assorted Mini Quiches
\$4.50 per person

Crispy Asparagus in Phyllo
\$4.00 per person

Seafood

Shrimp Cocktail
\$6.50 per person

Smoked Shellfish Display
Market Price

Crab Cakes with Remoulade Sauce
\$8.00 per person

Coconut Fried Shrimp with Mango-Pineapple Sauce
\$7.50 per person

Chili and Lime Salmon Kebobs
\$9.00 per person

(Continued on next page)

Smoked Salmon Served with Capers, Onions,
Chopped Eggs and Herb Toast Points
\$6.50 per person

Bacon-Wrapped Scallops
\$5.75 per person

Beef & Pork

Smoked Sausage and Gouda Stuffed Mushrooms
\$5.00 per person

Country Ham Biscuit with Orange Butter
\$4.00 per person

Pork Potstickers
\$5.00 per person

Mini Beef Wellington
\$8.50 per person

Beef Empanadas
\$5.00 per person

Chipotle Beef Kebobs
\$8.00 per person

Chicken

Spicy Chicken Wings with Blue Cheese Dressing
\$5.00 per person

Coconut Chicken Tenders
\$5.75 per person

Tempura Chicken Tenders
\$5.75 per person

Asian Chicken Sate' Skewers
\$8.25 per person

Chef's Carving Stations

Carvers' Fee will be required

Beef Tenderloin \$13 per person

Prime Rib \$10 per person

Top Round Roast Beef \$8 per person

Sage Roasted Turkey Breast \$6 per person

Rosemary Roasted Leg of Lamb \$9 per person

Brown Sugar Bourbon Glazed Ham \$6 per person

Yellow Fin Tuna Market

(All carving Stations served with silver dollar rolls and the appropriate condiments)

Action Stations

Carvers' Fee will be required

Chef-Prepared Pasta Station

Penne or Bow Tie Pasta Served with Chef's Choice of Vegetables and Three Sauces
(Alfredo, Marinara and Garlic & Olive Oil)

\$7.00 pp

Pasta Add-Ons 12

Shrimp \$3.00 extra pp

Mussels \$2.50 extra pp

Chicken \$2.00 extra pp

Asian Stir-fry

Shrimp and Chicken stir fried with Asian vegetable, ginger and soy
presented with steamed jasmine rice

\$8 per person

Shrimp & Grits

Shrimp sautéed with bacon, garlic, peppers, onions, and cream over
our stone ground cheese grits

\$8 per person

Mashed Or Sweet Potato Bar
with chef's choice of accompaniments

\$5 per person

Bruschetta Bar

No station fee required

Create Your Own

Grilled Bread with choice of Tomatoes, Basil and Parmesan Cheese
Or Olive Tapenade or Sundried Tomatoes Pesto

Desserts & Ice Sculptures

Chocolate Covered Strawberries
(seasonal)

Market

Petit Fours and Mini Desserts

\$6.00 per person

Custom Ice Sculptures of any size are available for special order; inquire about pricing.

Table Service

*Choose one from each category
Parties of 1-50: Choose 3 options
Parties 50-Room Maximum: Choose 2 options*

Salads

Spring Salad

Caesar Salad

Spinach Salad with Bacon Dressing (\$1.00 per person up charge)

Entrées

Parmesan-Crusted Salmon \$28.99

Lump Crab cakes with Remoulade Sauce \$27.99

Chicken Marsala \$25.99

Stuffed Chicken Breast with Spinach and Sundried Tomatoes \$26.99

Pork Tenderloin with Spiced Apple Butter \$26.99

6 oz. Filet Mignon with Béarnaise Sauce \$38.99

10 oz. New York Strip with Gorgonzola Butter \$33.99

10 oz Roasted Prime Rib of Beef \$29.99

4 oz Filet with 1 crab cake \$34.99

Stuffed Chicken with 4oz Filet \$32.99

*Chefs Choice on fresh vegetables and starch
plus hot rolls and butter.
Iced tea, water and coffee service is included.*

Desserts

Carrot Cake

NY Cheesecake with Strawberry Topping

Chocolate Fudge Cake

Key Lime Pie

Buffet Style

*All entrees are served with a Garden or Caesar salad,
Chef's choice of one starch and one vegetable plus rolls and butter.
Iced tea, water and coffee service is included.*

*Choose 1 or 2 from each category
If more than one entrée is chosen, all meals will be priced
according to the **highest priced entrée.***

Entrées

Crabmeat-Stuffed Flounder with Champagne Dill Beurre Blanc \$28.99

Grilled Salmon with a Citrus Sauce \$28.99

Fried Calabash Shrimp with Cocktail and Tartar Sauce \$25.99

Fried Catfish with Cocktail and Tartar Sauce \$22.99

Stuffed Chicken Breast with Spinach & Sundried Tomatoes \$26.99

Chicken Francaise \$26.99

Fried Chicken \$21.99

Pork Tenderloin with Spiced Apple Butter \$26.99

Beef Bourguigon \$25.99

* Roasted Prime Rib of Beef Au Jus \$29.99

*Requires Carvers Fee

Desserts

Cobbler à la Mode
(Chocolate, Peach or Apple)

Chocolate Fudge Cake

Key Lime Pie

Pecan Blueberry Bread Pudding

The "Piedmont"

Package 1

*Served Buffet Style
Minimum 50 Guest Guarantee*

Hors D'oeuvres

Choice of Three

(*Stationary or butler-passed for the first hour)

Fruit*

Imported and Domestic Cheese*

Vegetable Crudité *

Hot Artichoke Dip*

Smoked Sausage Stuffed Mushroom Caps

Hot Wings

Chicken Sate Skewers

Pork Potstickers

Beef Empanadas

Salads

Spring Salad

or

Caesar Salad

Entrées

Choice of Two

*All entrees include Chef's choice of appropriate starch and fresh vegetable,
plus hot rolls and butter.*

Sliced Pork Tenderloin with Spiced Apple Butter

Grilled Salmon with Citrus Sauce

Spinach Stuffed Chicken Topped with an Herb Cream Sauce

Sliced Sirloin with a Béarnaise Sauce

\$48.00 per person

plus 7% NC sales tax & service charges

iced tea, water, and coffee service is included

The "Laurel"

Package 2

*Served Buffet Style
Minimum 50 Guest Guarantee*

Hors D'oeuvres

Choice of Three

(Stationary* or butler-passed for the first hour)

Fresh Fruit*

Imported and Domestic Cheese*

Vegetable Crudité*

Hot Artichoke Dip*

Pork Potstickers

Beef Empanadas

Mini Maryland Crab Cakes

Scallops Wrapped in Bacon

Coconut Chicken Tenders

Salads

Spring Mix Salad

or

Caesar Salad

Entrées

*All entrées include Chef's choice of appropriate starch and fresh vegetable,
plus hot rolls and butter.*

Choice of Two

Sliced Caribbean Pork Loin with Mango Salsa

Chicken Cordon Bleu

Parmesan Crusted Salmon

* Roasted Prime Rib of Beef Au Jus

*Carvers Fee Required

\$52.00 per person

plus 7% NC sales tax & service charges

Iced tea, water, and coffee service is included

The "Eagle"

Package 3

*Served Buffet Style
Minimum 50 Guest Guarantee*

Hors D'oeuvres

Choice of Three
(Stationary* or butler-passed for the first hour)

Fresh Fruit*	Hot Artichoke Dip*	Beef kabobs
Imported and Domestic Cheese*	Mini Maryland Crab Cakes	
Vegetable Crudit�* Scallops Wrapped in Bacon	Chicken Sate' Skewers	
	Assorted Mini Quiches	

Salads

Spring Mix Salad
or
Caesar Salad

Entr es

*All entr es include Chef's choice of appropriate starch and fresh vegetable,
plus hot rolls and butter.*

Choice of Two

Leg of Lamb with Mint Jus
Mahi Mahi with a Mango Salsa
Maryland Lump Crab Cakes with a Remoulade Sauce
Chicken Cordon Bleu
Shrimp and Grits

* Roasted Prime Rib of Beef Au Jus

*Carvers Fee Required

\$65.00 per person
plus 7% NC sales tax & service charges
Iced tea, water and coffee service is included

The "Hole-in-One"

Package 4

Passed and Station Style
Minimum 50 Guest Guarantee
***This package requires 2 carvers fee*

Hors D'oeuvres

Choice of Five
(Stationary* or Butler-passed for the first hour)

Fresh Fruit*
Imported and Domestic Cheeses*
Smoked Sausage Mushroom Caps
Scallops Wrapped in Bacon
Crispy Asparagus with Asiago in Phyllo
Chicken Sate
Hot Artichoke Dip*
Baked Brie*

SAUTÉ STATION**

Asian Stir-fry
Asian vegetables with ginger and soy

or

Sautéed Tri-Colored Cheese Tortellini with Alfredo Sauce, Marinara,
Parmesan Cheese and Prosciutto

CARVING STATION**

Choose one

Carved Beef Tenderloin

Turkey

Carved Pork Tenderloin

Selected Fish (Market upcharge)

All meat served with the appropriate condiments

In addition:

Mash or Sweet Potato Bar
Grilled Vegetable

Served with hot rolls and butter

\$80.00 per person
plus 7% NC sales tax & service charges
Iced tea, water and coffee service is included.

Notes



*Welcome to the intimate surroundings of
Laurel Ridge Country Club*

Special Events Manager
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Waynesville, NC 28786
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