

WALNUT CREEK COUNTRY CLUB

Private Event PRICING



Rental Information

WHAT'S INCLUDED?

Includes up to 8 hours of venue access (*based on availability*):

- 3 hours for host and vendor setup
- 4 hours for the event
- 1 hour for host and vendor teardown

Package includes tables, chairs, and linens, with complete setup, breakdown, and cleanup provided by Walnut Creek staff. Dedicated on-site managers, servers, bussers, and bartenders are included.

F&B MINIMUMS AND CATERING

All catering must be arranged through the Club. Catering packages include dinnerware, flatware, and glassware. For full menu options and a customized food & beverage quote and minimum, please contact the Event Sales Director.

Minimums vary by month, date, time, and other factors.

Alcohol may not be brought into or removed from the Club; all alcoholic beverages must be purchased through the Club.

Outside catering requires prior club approval. Flatware and glassware are not included with outside catering unless specifically approved. Please see the Event Sales Director for more details.





Room Rentals

Enjoy complimentary room rentals as a valued Member, and extend 50% savings on rentals to your referrals

THE BALLROOMS

East Ballroom – \$1,000

Capacity: 80-100

Features: Built-in bar, access to east half of the verandah

West Ballroom – \$1,000

Capacity: 100-110

Features: Access to corridor, access to west half of the verandah

Full Ballroom – \$2,000

Capacity: 250-300

Features: Built-in bar, access to corridor, full access to the verandah

Additional Spaces

INDOOR

The Nines Bar – \$750

Capacity: 60-75

Features: Exclusive access to the bar, partial access to the verandah

**Available select days of the week*

Conference Room – \$500

Capacity: 20-30

Features: Abundant natural light

OUTDOOR

Verandah – \$500

Capacity: 30-75

Features: Access to gas-lit fireplace , outdoor seating and firepits

Pool Canopy – \$500

Capacity: 25-75

Features: Pool access with slide and seating

**Available from Memorial Day to Labor Day*



Equipment

AUDIO VISUAL

Subject to availability and room rental

Full AV Package – \$75.00++

Includes: Screen, Projector, Speakers, Microphone, Podium, and Laptop Hookups.

*Host to Provide Laptop

TV and Connections – \$25.00++

Wireless Microphone – \$25.00++

DANCE FLOOR

\$100.00++ SETUP FEE

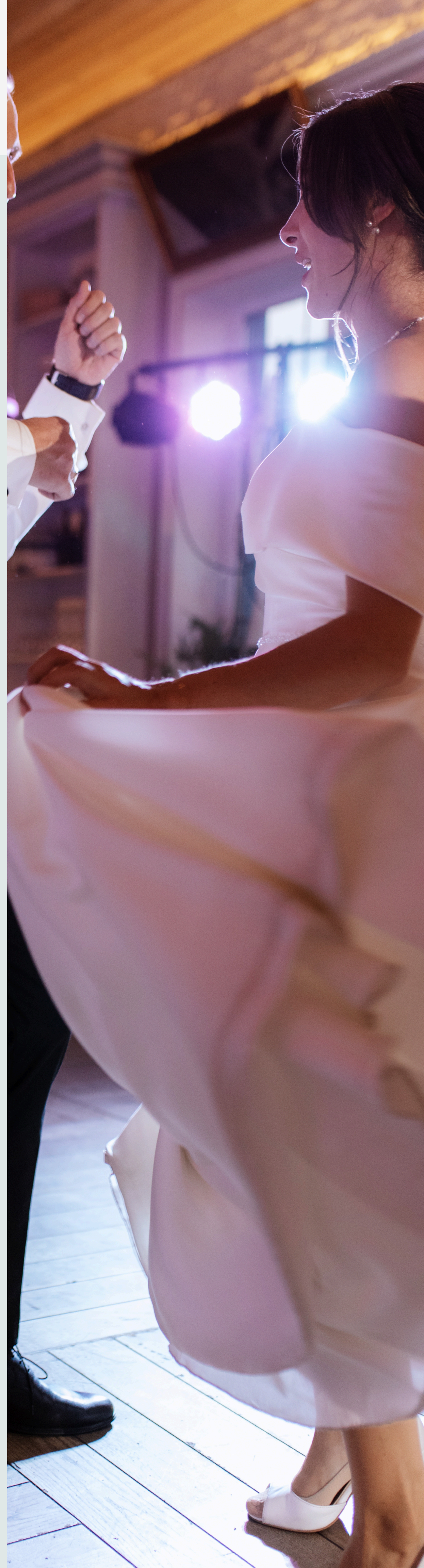
Subject to availability and room rental

Customizable Dance Floor up to 15X12

IN HOUSE DÉCOR

**All items listed below are complimentary; however, if additional décor is required to meet the host's needs, the cost will be charged to the host's bill.*

Hurricanes, Vases, Tea Lights, Candles, Stanchions, and Gold Chargers



Custom Prints

Custom designs are created by the Club Coordinator. Specific design details or themes must be provided in writing or with photo references. The Coordinator will present the design for host approval. If approval is not received by the time of the event, the Coordinator will proceed with printing the design as-is.

FRAMED POSTER WITH EASEL

**Frame and easel are club property and must remain on the premises. Fines will apply for removal.*

Custom 24X36 Printed Poster

Black and White Print – \$50.00++

Color Print – \$75.00++

MENU PLACECARDS

**Printed on cardstock | Recommended for plated meals and required for limited menus.*

Custom Menu Cards

Black and White Print – \$1.50++ Per Menu

Color Print – \$2.50++ Per Menu



Services

ATTENDANT

\$175.00++

PRICED PER ATTENDANT

CHILD CARE ATTENDANT

\$250.00++

PRICED PER ATTENDANT

*For everyone's comfort and safety,
children should be potty-trained.
Each attendant may care
for up to 10 children.*

CAKE CUTTING

\$75.00++

*Staff to cut and serve cake at
agreed upon time. Confirm time
with host at time of event.*

Includes: Cake cutting utensil,
dessert plates, forks, beverage
napkins



Additional Fees

CEREMONY FEE | \$500.00++

Includes 50 White Garden Chairs

EXTRA HOUR FEE | \$250.00++

PRICED PER HOUR

4 Hours Guaranteed, Subject to Availability

MENU CHANGE FEE | \$25.00++

PRICED PER PERSON/PLATE

Less than 7 Days to the Event Date

CLEANING AND DAMAGES

Costs will vary based on damages or excessive cleaning required, with fines ranging from \$500 to \$1,000. Confetti and loose glitter are prohibited for all indoor and outdoor events. Glass is not permitted at any pool-related events. In the ballroom and conference room, nails and screws are not allowed; only double-sided tape may be used for hanging decorations.

RENTALS AND CHARGEBACKS

All rentals booked through Walnut Creek Country Club will incur a 25% markup on the vendor's quoted price. This upcharge is required by corporate, as the Club manages all communication and payments with the vendor on your behalf.

SERVICE CHARGE AND TAX

All F&B, room rental, services and equipment charges are subject to a 22% service charge and applicable taxes, a portion of the service charge may be distributed to certain eligible service employees as part of their wages but is not a tip or gratuity.





The Team

HALEY BLACKWELL

Event Sales Director

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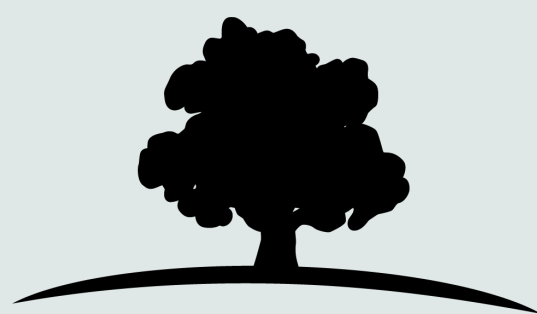
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Walnut Creek
COUNTRY CLUB

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