



TAHOE MOUNTAIN CLUB

WEDDINGS

2023



TAHOE  
MOUNTAIN  
CLUB

[events@tahoemountainclub.com](mailto:events@tahoemountainclub.com)

530.448.1385 | [www.TahoeMountainClub.com](http://www.TahoeMountainClub.com) | [www.GolfinTahoe.com](http://www.GolfinTahoe.com)

# WELCOME

Congratulations on your engagement!

We appreciate you considering Tahoe Mountain Club for your upcoming wedding. With four stunning facilities, nestled between the towering pines and surrounded by beautiful mountain vistas, Tahoe Mountain Club has the perfect place to exchange your vows and toast your new life together.



**OLD GREENWOOD HOUSE REMODEL COMING 2023!** Old Greenwood House will be undertaking a mesmerizing remodel Fall and Winter of 2023. This venue will be available Summer 2023 to host upwards of 200 guests indoors and outdoors year-round. Old Greenwood House looks straight down the 18th fairway of the Old Greenwood Golf Course. This beautifully crafted building offers views from the course to Martis Valley and Northstar Ski Resort.



**PJ'S AT GRAY'S CROSSING** is nestled amongst towering lodge pole and Jeffery Pines and offers breathtaking views of the local mountains. PJ's Bar & Grill is a beautifully designed facility that provides a perfect indoor/outdoor space for your wedding.



**ALPINE CLUB** is a cozy lounge located in the Village at Northstar. The elegant, yet rustic interior accentuates the mountain feel and the back deck provides beautiful views of the surrounding Village area as well as Northstar Mountain. It is an inviting setting, ideal for welcome receptions, corporate events and Holiday Parties.



**SCHAFFER'S CAMP** sits at an elevation of 7,900 feet and is located along the west ridge line at Northstar. A 6,000 square foot deck commands sweeping views of the Truckee River Valley from KT-22 at Squaw Valley to Castle Peak. Designed by Faulkner Architects, Schaffer's Camp has expansive floor to ceiling windows offering mountain views from every room. With three large stone fireplaces, large and small lounge areas, private dressing room, and a spacious back deck, this 13,000 square foot lodge creates memories that last a lifetime. Reservations for TMC Members only, please let us know if you'd be interested in Membership!

Complementing our spectacular venues is an expert staff that is dedicated to creating an unforgettable experience for you. We look forward to helping you celebrate your wedding day. Please contact us if you have any questions.

Sincerely,

**Tahoe Mountain Club Special Events**  
events@tahoemountainclub.com  
530.448.1385

# POLICIES

## INCLUDED IN OUR CEREMONY FEE:

- o Set up and break down of your ceremony chairs
- o Ceremony Chairs
- o Complimentary water station, upon request

## INCLUDED IN OUR RECEPTION FEE

- o Event space
- o Day of set up and break down of facility owned reception tables and chairs
- o Facility owned tables and chairs
- o Dance floor (12'x12', 15'x15', or 18'x18', PJ's and Old Greenwood House only)
- o Head table
- o House basic floor length linen
- o House napkins (*white or black*)
- o TMC selected glassware, China and silverware
- o House lighting
- o Bar and service staff
- o Golf cart use for photos
- o Free on-site parking
- o Fire pit
- o Rehearsal time (*subject to availability*)
- o Onsite catering manager
- o Complimentary private wedding tasting for two. *An additional per person fee will apply for additional guests.*

## EVENT MANAGER WEDDING SERVICES

- o Menu planning and finalization with guaranteed numbers
- o A banquet event order with written confirmation of all set up and menu details
- o Event space layout suggestions
- o Coordination of TMC's set up for your wedding
- o **TMC requires the hiring of a day-of-coordinator for all weddings and strongly suggests a third-party wedding planner for events over 50 guests.**

## CONTRACTS

A contract and Tahoe Mountain Club Event Policies document must be signed upon receipt of deposit and a revised contract must accompany all changes. Please read the contract carefully. In addition, a banquet event order form must be completed and signed confirming food, beverage, estimated attendance, and any additional rates one week prior to the event. This banquet event order will become part of the contract. Banquet event orders must be signed no later than two weeks prior to the event.

## DEPOSITS & LIQUIDATED DAMAGES

All deposits are non-refundable and will apply to the final bill the day of the event. The event will not be confirmed without a deposit. All deposits are based on an estimate of total charges, including tax and service fees. Final payment is due at the conclusion of the event.

- 1<sup>st</sup> Deposit: 20% of venue and ceremony site fee, due at contract signing
- 2<sup>nd</sup> Deposit: 20% of the value of the event is due 6 months from the Contract Date
- 3<sup>rd</sup> Deposit: 20% of the estimated the value of the event is due ninety (90) days prior to the event date
- 4<sup>th</sup> Deposit: 100% of the remaining event value is due thirty (30) days prior to the event
- Final Payment: **Remaining Balance:**  
If a balance remains on your BEO, this remaining balance is due 14 days prior to your event date,  
Any remaining balance and supplemental charges will be charged at the conclusion of the event to the credit card or ACH account on file.

## CANCELLATION POLICY

The Club is entitled to keep all deposits made to date in the event the Client cancels this agreement. The deposits retained by the club will be based on the Deposit & Payment Schedule in effect at the time written notice of cancellation is received. These amounts are kept as liquidated damages

## FOOD & BEVERAGE REQUIREMENTS

Food will be catered by Tahoe Mountain Club. A food and beverage minimum will be stated as well as a per person food and beverage minimum. Your food and beverage minimum is calculated before tax and service charge. Hosted food, hosted bar, cake cutting, and toast will count towards this minimum. Your food and beverage minimum is calculated before tax and service charge.

Buffets require a 30-person minimum. Children 0-3 years eat at no additional charge; children 4-10 years are half off selected menu pricing. Menu must be selected 30 days prior to the event. Changes in menu can be made up to 14 days prior to the event.

One bar set up is included in the facility fee. Additional bars will incur an extra charge of \$250.00 per bar, per hour. In compliance with state law, no hard liquor or beer may be brought on the premises from outside sources. Liquor and beer must be purchased through Tahoe Mountain Club. Guests must comply with state liquor and smoking laws. Special wines may be brought in for a corkage fee, \$30 per 750ml bottle. Max of two cases, corkage fees do not count towards the food and beverage minimum. All persons consuming liquor must be of legal age by state law. Tahoe Mountain Club reserves the right to refuse service to any individual, who in our opinion is too intoxicated. All beverages will be charged based on actual consumption.

## MENU PRICING

Stated prices and policies are subject to change without notice. Prices are valid for 60 days from receipt of this packet, and are subject to change without notice, based on market prices and season. This packet is not valid if a more current version is out. Pricing is not valid until a contract is written up, signed by the Client, and countersigned by The Club.

## GRATUITIES & TAXES

A 22% service charge will be added to all food and beverage fees as well as any services provided or contracted by Tahoe Mountain Club. Taxes will be added to all charges as required by the California State Board of Equalization, including site fees. 7.25% for Placer County (Alpine Club & Shaffer's Camp) 8.25% for Nevada County (Old Greenwood & PJ's).

## GUARANTEES

At the time of booking, an estimated count will be required. Menu selection and estimated attendance are due 30 days prior to the event. The final Attendance Guarantee is due 14 days prior to the event. All guarantees must be submitted in writing to the Events Service Manager. The Club will use the Estimated Attendance as the Attendance Guarantee in the event that guarantees are not submitted by the Attendance Guarantee Notice Date and charges will be made accordingly. The Club reserves the right to substitute other food and services, if necessary, when the guaranteed number of guests is exceeded, or when the guaranteed number of guests is changed less than 7 days before the event.

## OVERTIME

Should the Client wish to extend the event past the allotted hours, there will be an overtime charge of \$1,500 per hour, as well as any additional charges for food and beverage consumption. The contracted Client is responsible for the compliance of any noise restrictions. Current amplified noise ordinance is 10:00pm, client may extend event to 11:00pm with overtime charge, all bands and DJs must end at 10:00pm sharp.

## DECORATIONS

Minimal, approved signage is permitted. Signs should be freestanding, no tacks, nails, or staples may be used to affix signs or decorations to woodwork or windows. All decorations must be discussed with, and approved by, the Client's Event Sales Manager. No confetti, birdseed, sparklers or rice will be allowed. There will be an additional decorating fee if Tahoe Mountain Club employees are required to decorate for any portion of the event. All decoration times must be scheduled with the Event Sales Manager prior to arrival. All decor must be removed from the facility by the next morning or you will be charged an additional storage fee of \$500. The Club assumes no responsibility and is not liable for any lost or damaged items belonging to Client, guests, or purveyors.

## DAMAGE

The contracted Client is responsible for the conduct of their guests and agrees to pay Tahoe Mountain Club any and all damages arising from the occupancy and use of our facilities. In addition, Tahoe Mountain Club is not responsible for lost or missing articles.

## OUTSIDE VENDORS

The contracted Client is responsible for any outside vendors that are hired. If your service provider has not worked at our venue prior, please have them contact your sales manager before your event to go over rules and restrictions at this facility. Outside vendors must pick up their property by the end of the event. Exceptions will only apply if approved by the Event Sales Manager. In the case that the Event Sales Manager books your vendors, there will be a 20% professional fee added to each vendor's invoiced amount.

## CONTACT

Please select one person to handle all event planning. This one person will work directly with our Event Sales Manager on all event logistics.

## REHEARSAL AND DAY OF WEDDING COORDINATION

Tahoe Mountain Club does not offer coordination services for Wedding Rehearsal or Day of Wedding Coordination. We strongly suggest you hire a DOC for Day of Wedding Coordination for weddings over 100 guests. Tahoe Mountain Club is not responsible for your vendors, assembly of centerpieces or decor, keeping your wedding on time, queuing speeches/dances, or any other day-of coordination. It is the responsibility of the client to hire a DOC or assign someone from their wedding to handle this service.





# PJ'S AT GRAY'S CROSSING

## CAPACITIES

Indoor Area (seated up to 40 guests, standing up to 70 guests - no tables)

Lawn Area (up to 200 guests)

Wedding (up to 200 guests)

## INCLUSIONS

Facility rental fees include event space, set up, clean up, facility owned tables, chairs, glassware and flatware, head table, cake table, natural wood dance floor, existing heaters, fire pit and space for your rehearsal.

## CEREMONY SITE RATES

### With Reception Space Rental (1 Hour)

Up to 200 guests - \$2,000+

### Food and Beverage Minimum

If food is requested an addendum will be created and a food and beverage minimum will be enacted

### Ceremony Only Space Rental(2 Hours)

Up to 225 guests - \$4,000+ (May be contract no more than 30 days prior to event)

*During High Season PJ's and the Grass Patio are available for booking at 4pm or later.  
Additional rates for holidays apply.*

## RECEPTION SITE RATES (5 HOURS)

Up to 200 guests

### Food and Beverage Minimum

Monday – Thursday: \$6,000+

Monday – Thursday: \$20,000++

Friday – Sunday: \$8,000+

Friday – Sunday: \$25,000++



# OLD GREENWOOD HOUSE

## CAPACITIES

Indoor Area (200)

Outdoor Terrace (up to 200 guests)

## INCLUSIONS

Facility rental fees include event space, set up, clean up, facility owned tables, chairs, glassware and flatware, head table, cake table, natural wood dance floor, existing heaters, fire pit and space for your rehearsal.

## CEREMONY SITE RATES

### With Reception Space Rental (1 Hour)

Up to 200 guests - \$2,000+

### Food and Beverage Minimum

If food is requested an addendum will be created and a food and beverage minimum will be enacted

### Ceremony Only Space Rental(2 Hours)

Up to 225 guests - \$4,000+ (May be contract no more than 30 days prior to event)

## RECEPTION SITE RATES (5 HOURS)

Up to 200 guests

### Food and Beverage Minimum

Monday – Thursday: \$6,000+

Monday – Thursday: \$20,000++

Friday – Sunday: \$8,000+

Friday – Sunday: \$25,000++

**OLD GREENWOOD REMODEL EARLY SUMMER 2023!** Old Greenwood House will be converted to an event center during fall and winter of 2023. We will be combining the golf shop and real estate sides into one large indoor/outdoor venue. With the ability to host up to 200 guests, this venue will be absolutely stunning for your wedding or social event! Please contact your event specialist for a virtual walk-through!

Virtual Walkthrough - [https://clusterscreative.com/360/old\\_greenwood/preview\\_02/index.htm](https://clusterscreative.com/360/old_greenwood/preview_02/index.htm)





# ALPINE CLUB

## CAPACITY

Indoor Area (seated up to 75 guests, standing up to 125 guests)

Outdoor Patio (up to 80 guests)

## INCLUSIONS

Facility rental fees include event space, set up, clean up, facility owned tables, chairs, glassware and plate ware, head table, cake table and space for your rehearsal.

### CEREMONY SITE RATES (1 Hour)

#### Site Rental

Daily: \$1,500+

#### Food and Beverage Minimum

If food is requested an addendum will be created and a food and beverage minimum will be enacted

*Available only to those holding a reception, luncheon or dinner.  
Additional rates for holidays apply.*

### RECEPTION & FACILITY RATES (4 Hours)

**Summer Season :** available for events between 7 a.m. and 10 p.m.

**Winter Season :** available for events between 6 p.m. and 10 p.m.

#### Site Rental

Summer Season, Daily: \$4,000+

Winter Season, Daily: \$3,500+

#### Food and Beverage Minimum

Summer Season, Daily: \$8,000++

Winter Season, Daily: \$8,000++