

FALLING CREEK GOLF COURSE INC.

2359 Falling Creek Road
Kinston, NC 28504

Phone: 252-522-1828

CLUBHOUSE RENTAL AGREEMENT

RENTER'S NAME _____ ADDRESS _____
PHONE # _____
DATE OF EVENT _____
COST \$ _____

RETURN THE TOP PORTION OF THIS AGREEMENT WITH YOUR DEPOSIT WHICH IS HALF OF RENT. THE DEPOSIT IS NON-REFUNDABLE. PLEASE PAY \$ _____ AS SOON AS YOU RECEIVE THIS AGREEMENT.

SIGNATURE OF RESPONSIBLE PARTY _____

CLUBHOUSE INFORMATION

1. RENTER IS RESPONSIBLE FOR ANY DAMAGE THAT MAY OCCUR.
2. YOU ARE RENTING THE CLUBHOUSE ONLY. PLEASE KEEP YOUR GUESTS OFF THE GREENS, SAND TRAPS AND THE COURSE.
3. ALCOHOL: FALLING CREEK IS PERMITTED TO SELL BEER AND WINE. YOU ARE ALLOWED TO SERVE YOUR GUESTS BEER AND WINE. NO MONEY CAN BE CHARGED FOR THE BEER AND WINE SERVED OR FOR ADMISSION TO YOUR EVENT. IT IS ILLEGAL TO CHARGE TO ATTEND THE FUNCTION OR PAY FOR BEER OR WINE. VIOLATORS WILL BE PROSECUTED. NO BROWN-BAGGING ALLOWED. AN ALE OFFICER CAN COME AT ANY TIME TO ANY EVENT. IF YOU CHOOSE TO SERVE HARD LIQUOR, YOU MUST GO ONLINE TO ABC.COM TO DOWNLOAD AN APPLICATION WHICH COST \$50. IT MUST BE DISPLAYED DURING THE EVENT.
4. RENTER IS RESPONSIBLE FOR PAPER PRODUCTS, SERVING PIECES, AND DECORATIONS.
5. RENTER IS RESPONSIBLE FOR SETTING UP TABLES AND CHAIRS.
6. GARBAGE BAGS, PAPER TOWELS, AND TOILET TISSUE ARE PROVIDED.
7. THERE ARE 3 HEAT AND AIR CONDITIONING UNITS. THERMOSTATS(3) ARE LOCATED IN THE HALL BY THE KITCHEN DOOR AND IN THE BIG ROOM BY THE CLOSET DOORS.
8. KEGS OF BEER ARE NOT TO BE SET UP ON THE CARPETED AREA.
9. DIMMER SWITCHES FOR THE LIGHTS IN THE BIG ROOM ARE IN THE HALL.
10. EXTRA CHAIRS ARE LOCATED IN THE CLOSETS IN THE BIG ROOM, AS WELL AS, IN THE CLOSET AT THE END OF THE HALL.
11. EXTRA TABLES ARE AT THE END OF THE HALL AND IN THE FIRST CLOSET IN THE BIG ROOM.
12. NUMBER OF TABLES AND SIZES:
12 @ 60" ROUND-SEAT 8
4 @ 48" ROUND-SEAT 6
5 @ 2'X 6' OBLONG-SERVING TABLE
3 @ 2' X 8' OBLONG-SERVING TABLE
13. TABLECLOTHS ARE NOT AVAILABLE.
14. ABSOLUTELY NOTHING IS TO BE TAPED TO THE WALLS.
15. RENTER MUST REMOVE ALL PERSONAL ITEMS IMMEDIATELY AFTER THE EVENT.
16. ALL TRASH IS TO BE REMOVED FROM THE TABLES, BAGGED AND PLACED IN THE DUMPSTER OUTSIDE.
17. BEFORE LEAVING, LEAVE 8 TABLES WITH 8 CHAIRS IN THE BIG ROOM WHERE YOU FOUND THEM, TURN OFF ALL LIGHTS AND THE HEAT OR AIR, LOCK THE DOORS AND LEAVE THE KEY ON THE BAR.
18. THE CLUB IS RESPONSIBLE FOR CLEANING.
19. ITEMS THAT ARE IN THE KITCHEN CABINETS AND CLOSET ARE FOR CLUB USE ONLY.
20. FOOD FOR YOUR EVENT: IF YOU ARE PAYING ANYONE TO DO FOOD FOR YOU, THEY MUST BE A PERMITTED CATERER. I MUST HAVE A COPY OF THEIR PERMIT WITH YOUR PAYMENT. AN OFFICER FROM THE LENOIR COUNTY DEPARTMENT OF ENVIRONMENTAL HEALTH CAN SHUT YOU DOWN. WE HAVE OUR OWN PERMITTED CATERER. CREEKSIDE CATERING IS OPERATED BY JEFF YOURDAN, CULINARY ARTS DIRECTOR AT LCC. HIS PHONE NUMBER IS 252-560-4062.
21. FOR QUESTIONS, CALL ANGIE MALONE AT 526-8376.