

# *The O B B & T Club House*

## **Space and Commitment**

*Once a contract is issued your function is considered tentative until your signed contract and deposit are received. As our Guest, you are responsible for abiding by your contracted schedules as the OBB&T may have contracted functions before or after your event in the same function space. An additional \$50.00 fee per hour is assessed for any event over six hours.*

## **Payment Information**

*A \$1,000.00 (weekend) a \$500.00 (weekday) non-refundable deposit is required to hold your space and will be applied to your final bill. We accept personal check or credit card. Final payment in full is due (3) business days prior to the function. Final payment must be made by Certified check.*

## **Guarantees**

*A final confirmation or "Guarantee" of attendance is required by 12:00 Noon, (7) Business days prior to your event. This Guarantee is the count you will be billed.*

## **Liability**

*There will be automatic billing for any extra expense incurred due to the repair, replacement, or excessive clean up of club property after a private function. The club is not responsible for the loss of personal property.*

*No leftover food items may be taken out of the club per DuPage County Health rules.*

*Beverages may not be brought into the club per our liquor license; fines and corkage fees will be accessed.*

*Centerpieces must meet the approval of the OB fire department (open flames are not permitted.)*

## **Minimum Food & Beverage Charges** (rental, tax, service charge additional)

	<i>Monday-Friday 10:00am-4:00pm</i>	<i>Monday-Thursday After 5pm</i>	<i>Saturday-Sunday 10:00am-4:00pm</i>	<i>Friday-Sunday After 5pm</i>
<b>Saddle II</b> <i>seats 40-50 guests</i>	\$ 500.00	\$1,200.00	\$1,200.00	\$2,000.00
<b>Oak Brook</b> <i>seats 150 guests</i>	\$1,250.00	\$3,000.00	\$3,000.00	\$5,000.00
<b>Clubhouse</b> <i>seats 200 guests</i>	\$2,000.00	\$4,800.00	\$4,800.00	\$8,000.00

## **Room Rental Charges** (only applies if you can not meet above minimum)

	<i>Monday-Friday 10:00am-4:00pm</i>	<i>Monday-Thursday After 5pm</i>	<i>Saturday-Sunday 10:00am-4:00pm</i>	<i>Friday-Sunday After 5pm</i>
<b>Resident</b> <i>Saddle II or Oak Brook Rooms</i>	\$350.00	\$350.00	\$400.00	\$450.00
<b>Non-Resident</b> <i>Saddle II or Oak Brook Rooms</i>	\$450.00	\$450.00	\$550.00	\$650.00

*Fees are doubled for use of the entire clubhouse*

*All prices are subject to current sales tax and 18% service charge*

*800 Oak Brook Road, Oak Brook, IL 60523 • 630.368.6440 • fax 630.368.6459*