

PCCL
Pearl Country Club
 BANQUET



CATERED FUNCTIONS

At Pearl Country Club, we have the perfect setting for you. Whether it is a wedding ceremony & reception, your baby's first birthday, graduation party, celebration of life, or that important business luncheon or dinner, Pearl Country Club is the place for any special occasion. With a breath taking view of our Golf Course and Arizona Memorial, our highly trained staff is dedicated to making your special event a truly memorable and successful affair for you and your friends. Our Pearl Country Club family is looking forward to serving you and up to 325 of your guest at your next event. The location is ideal- just a 20 minutes drive from the hustle and bustle of Honolulu and Waikiki.

Grille Room 40 to 70
 Pearl II Room 60 to 90
 Pearl I Room 80 to 150
 Pearl Room 160 to 300
 Pavilion Room 160 to 325

Lunch 10:00 am - 2:30 pm
 Dinner 5:00 pm - 10:30 pm

Weddings
 Birthdays
 Yakudoshis
 Graduations
 Sweet Sixteens

Reunions
 Office Parties
 Memorial Services
 Holiday Parties





WEDDING AT PEARL COUNTRY CLUB

Each year, thousands of couples come to Hawaii for that wedding they dreamt of their entire lives. Overlooking a breathtaking panoramic view, Pearl Country Club's dedicated professional Banquet Department enjoys nothing else than to assist you with hosting a wedding or reception of a lifetime.



WEDDING CEREMONY

On site ceremony \$750.00 includes the following:

- Ceremony Arch
- 30 Chairs for your guests
- Microphone for the Minister
- Mixer and speakers for your own music

Ceremonies are for Dinner Receptions only. The ceremonies must be held between the hours of 4:30pm and 5:30pm.

Ceremonies are on a first come first serve basis. All Ceremonies must hold their Reception at Pearl Country Club.





Date of Function _____ Time of Function _____

Function Room _____ Guaranteed Adult Count _____

Type of Function _____

Print Name and/or Company _____

Address _____

Phone (Business) _____ Home / Cellular _____

Email Address _____

Please read & initial

Service & Facilities

- ❖ Banquet rooms are determined by the number of guest attending, time involved, and meal planned.
- ❖ Hours of operation for banquet functions:
Lunch 10:00 am – 2:30 pm
Dinner 5:00 pm – 10:30 pm

Deposit and Payment Policies

- ❖ **A deposit of \$500 is required to confirm a banquet reservation.**
- ❖ Deposit will be credited toward the final invoice.
- ❖ **Deposit should be received no later than five (5) working days after the reservation is made. If a deposit is not received in the required time frame, Pearl Country Club reserves the right to cancel your reservation and re-book your space.**

Cancellation / Refund Policy

- ❖ In the event of a cancellation, we require 90 days notice prior to your function date in writing stating your request for a cancellation refund. If not, your deposit will be non-refundable. **If a cancellation request is made less than 90 days prior to the function date, no deposit will be refunded. NO EXCEPTIONS.**

Change of Function Room

- ❖ The catering department assigns your banquet room. Pearl Country Club reserves the right to make changes assigned function rooms as deemed necessary.

Payment Policy

- ❖ Full payment based on the guaranteed count is due 3 days prior to the function date.
- ❖ In the event patron(s) cancel the function less than 3 days prior to the function date, no refund of the full payment shall be given.
- ❖ No refunds will be given for decreases made to the final count.
- ❖ In the event that a balance is due (example: hosted bar), it must be paid, in full, at the conclusion of the function.
- ❖ Additional deposits are accepted prior to your event. Special arrangements can be made through the catering department.
- ❖ **Type of payment accepted; cashier's checks, major credit cards or cash, Sorry, no personal checks are accepted as a form of final payment.**

Please read & initial

Service Charges

- ❖ A 18% service charge will be added to all food and beverage charges unless otherwise noted. (Service charges are being used to pay for Staff, Management, and Expenses)

State Tax

- ❖ A 4.712% tax will be added to all food, beverage, and service charges unless otherwise noted.

Parking

- ❖ Ample free parking is available for all functions and is shared with golf patrons.

Change of Function Room

- ❖ The catering department assigns your banquet room. Pearl Country Club reserves the right to make changes assigned function rooms as deemed necessary.

Security

- ❖ A flat rate of \$200 applies to your function to provide a Pearl Country Club Security to monitor parking area and banquet facility during your function.
- ❖ Tailgating is not allowed and will be enforced by Pearl Country Club Security.
- ❖ All banquet guests must remain within the facility area. No one is allowed onto the golf course for safety reasons.

Room Rental Fee

Grille Room	\$150.00
Pearl 2	\$200.00
Pearl 1	\$250.00
Pearl Room	\$400.00
Pavilion	\$400.00

Guest Count

- ❖ **A minimum of 40 persons is required for all buffet menus**
- ❖ **A tentative guest count is required no less than fifteen (15) working days prior to the date of your function.**
- ❖ Final guest count (guaranteed number of attendance) is required no less than ten (10) working days prior to the date of the function
- ❖ Your guaranteed count cannot be reduced after this confirmation.
- ❖ Should a guaranteed count not be received within the above time frame, the tentative count will become the guaranteed count.
- ❖ **Failure to submit an accurate /true headcount, Pearl Country Club reserves the right to make the correct adjustment toward the final payment.**

A MINIMUM, GUARANTEED ADULT COUNT WILL APPLY FOR THE FOLLOWING ROOMS:

Grille Room (40 Adults) Pearl 2 (60 Adults) Pearl 1 (80 Adults) Pearl Room (160 Adults) Pavilion (160 Adults)

Menu Selection

- ❖ All menus and room arrangements must be finalized at least fifteen (15) working days prior to the function.
- ❖ Our buffet line will remain open for two (2) hours from agreed meal service time.
- ❖ No food will be allowed to be taken off our premises. No exceptions.
- ❖ **To qualify for the children's price, you must first meet the room minimum of adults.**
- ❖ Menu prices and items are subject to change, but can be guaranteed 90 days prior to the event.

Please read & initial

Outside Food

- ❖ Pearl Country Club will permit outside food for appetizers and additional entrees, however a \$2.00 per person charge will be applied. All arrangements must be approved by our catering department.
- ❖ Only birthday and wedding cakes are allowed to be brought in at no additional charge.
- ❖ Pearl Country Club will provide the plates, utensils, napkins, chafers for hot items and containers to ice down cold items when fee is applied. All arrangements must be made in advance through our catering department.
- ❖ **A completed Assumption of Risk & Indemnification form is required for all outside food allowed for a banquet function.**
- ❖ **No food will be allowed to be taken off premises. No exceptions.**

Outside Beverages

- ❖ **Pearl Country Club does not permit outside beverages of any kind to be brought onto our premises whether by our patrons or their guest.**

Banquet Amenities

- ❖ Linen: White tablecloths and a choice of selected napkin colors are available at no charge.
- ❖ Podium, Wired Microphone, PA system and Easel(s) are available at no charge.
- ❖ Set up, breakdown, and clean up after event.
- ❖ Tables and chairs are available at no charge.

Decorations

- ❖ Are allowed only if the customer agrees to remove all decorations at the end of their event. (NO staples, glitter, nails or confetti) **Only the use of painters tape is allowed on the walls.**

Audio / Visual Equipment Rental

Projector Screen	\$50.00
LCD Projector	\$150.00
Wireless Internet	\$50.00
Wireless Microphone	\$50.00

Entertainment

- ❖ Pearl Country Club will allow the host to plug in their iPod into the house system
- ❖ **Entertainment is permitted but entertainers must provide their own audio equipment.**
- ❖ Pearl Country Club will be monitoring the volume (sound level) of your entertainment. If volume is excessive, Pearl Country Club reserves the right to shut down all entertainment. All entertainment must conclude by 10:00 pm. NO EXCEPTIONS.
- ❖ **The host is responsible for notifying entertainers of all banquet policies for Pearl Country Club.**

Bar Policies

- ❖ A cocktail bar will be set up only upon request from the function's host.
- ❖ The Bartender fee is a flat rate of \$200.00 for the entire time of the event.
- ❖ In accordance with the Honolulu Liquor commission regulations, a guest must be 21 years of age or older to purchase or consume any alcoholic beverage and provide identification upon request. Failure to adhere to this policy will result in immediate closure of the bar.
- ❖ **Last call for the bar will be at 1:45 pm for lunch functions and at 9:45pm for evening functions.**

Please read & initial

Cocktail Prices

	Hosted	No Host		Hosted	No Host
Soft Drinks / Juices	\$2.50	\$3.00	Call Drinks	\$6.50	\$7.00
Domestic Beer	\$5.50	\$6.00	Premium Drinks	\$7.50	\$8.00
Imported Beer	\$6.50	\$7.00	Extra Premium Drinks	\$8.50	\$9.00
Wine / Wine Coolers	\$5.50	\$6.00	Champagne	Market Price	

Responsibilities

- ❖ Pearl Country Club will not be responsible for any kind of loss, damages, or destruction of any property, whether brought to Pearl Country Club by guest or left in a function room.
- ❖ You, as host, shall be held responsible for injuries to any of your guest or to the general public resulting from negligent action(s) by any persons(s) connected with your function.
- ❖ You, as host, shall be held responsible to pay the cost of damage(s) to our facilities or to the golf course caused by any person(s) connected with your function.
- ❖ Pearl Country Club will not tolerate any type of violent, threatening, or intimidating behavior by person(s) associated with the function. Pearl Country Club reserves the right to terminate the function or inform the host or any guest(s) that may be disorderly or out of control prior to removal from property.

Hold Harmless and Indemnification

- ❖ You, as host, agree to hold harmless Pearl Country Club, its partners, employees, agents, officers, directors, affiliates and independent contractors from any and all claims, actions, suits or allegations for damages to person or property which relates, emanate or in any way be incurred by Pearl Country Club as a result of such claims, actions, suits, or allegations, including but not limited to reasonable attorney fees and expenses of litigation.

Acknowledgement

- ❖ Your signature on this form constitutes acknowledgement that the Banquet agreement form conditions have been read, understood, and that you agree to comply with the said conditions.
- ❖ I have read and understand the conditions on the Pearl Country Banquet Agreement form, and agree to comply with the said conditions.

Accepted by (Signature) _____ Date: _____

Initial Deposit _____ Visa/MC Check NO. _____

Additional Deposit _____ Visa/MC Check NO. _____

Pearl Country Club use:

Accepted by _____ Date _____

Comments: