Golf Course Facility Reservation

HOLMES GOLF COURSE
Scott Carlson, PGA Professional, carlsonpga3@gmail.com
3701 S 70th St • Lincoln, NE 68506
402-441-8960 • lincolncitygolf.com/holmes

RESERVATION GUIDELINES

- All rental rates/fees are required at the time reservation. Damage Deposit fee is due at least 7 days prior to event date.
- Catering can provide food depending on your needs. Meals are served buffet Style. Outside food vendors need to be approved in advance by administration.
- Outside beverages are prohibited. Alcoholic beverages must purchased onsite.
- Reserved time is designated for set up, event activity including photos and clean up.
- Golf carts, driving range, putting green, or golf course are off limits unless approved by administration.
- All children must be supervised and are not allowed on the driving range, putting green, or golf course.
- *Clubhouse amenities include: full service bar, Two 52" flat screen televisions (with AV inputs) and WiFi accessibility.*

RESERVATION RATES & FEES

_____ Wedding rental: $85.00/hour (Minimum 3 hours). Reserved lawn area west of clubhouse and access to clubhouse. *Sites is reserved for three (3) hours, which may be divided between two days (rehearsal and wedding).*

_____ Banquet Room: $85.00/hour (Minimum 2 hours). Other areas of clubhouse are open to public. Capacity 140.

_____ Full Clubhouse: $250.00/hour (Minimum 4 hours). Full clubhouse use. Capacity of 195.

ADDITIONAL FEES: After-Hours Bartender Fee: $35/hr (2 hour minimum). Clean-Up Fee: $50 (optional if staff does provide clean-up services). Table linens are $4/linen. All menu and bar items are subject to 7% sales tax and 2% arena (occupation) tax. 18% gratuity will be placed on food and beverages. Service fee of $25 for refund requests and/or cancellations.

DAMAGE DEPOSIT Damage Deposit of $150.00 is required 7 days prior to the event for any reservation. Check or cash is accepted. Deposit will be returned pending facility inspection.

LIABILITY & DAMAGE Holmes Golf Course and the City of Lincoln is not responsible for any damage to or the loss of merchandise, personal items or valuables during or following any event. All guests and any independent contractors hired by our guests are responsible for any damage done to our facility.

MENU In addition to standard buffet meals; appetizers, party trays, and baked goods are available. Prices are per person include our catering fee and are listed on our website: lincolncitygolf.org.

EVENT DATE STARTING TIME - ENDING TIME (WEDDING REHEARSAL DATE STARTING TIME - ENDING TIME)

APPLICANT NAME **COMPANY (**IF APPLICAPBLE)

ADDRESS NUMBER AND STREET CITY STATE ZIP

PHONE HOME WORK/MOBILE **EMAIL**

ALTERNATE CONTACT

ADDRESS NUMBER AND STREET CITY STATE ZIP

PHONE HOME WORK/MOBILE **EMAIL**

SPECIAL REQUESTS/FEES MENU OPTION BARTENDER LINENS CLEAN-UP

APPLICANT'S SIGNATURE **DATE**

BY SIGNING THIS APPLICATION, I ACKNOWLEDGE THAT THE PARKS AND RECREATION DEPARTMENT IS NOT RESPONSIBLE FOR CIRCUMSTANCES BEYOND THEIR CONTROL SUCH AS BEES, MOSQUITOES, RAIN, COLD WEATHER, VANDALISM, ETC. I ALSO UNDERSTAND THE GOLF COURSE AREAS ARE OPEN TO THE GENERAL PUBLIC DURING PERIODS RESERVED FOR EVENTS. LIMITED PARK MAINTENANCE MAY ALSO OCCUR DURING WEDDING RESERVATION PERIODS.

HOLMES GOLF COURSE ADMINISTRATION APPROVAL **DATE**

OFFICE USE ONLY

AMOUNT $ _____

DATE RECEIVED: _____

CASH CREDIT CHECK #_____

STAFF_____ COMMENTS _____

REVISED 01.2021