



Dear Event Planner,

Thank you for choosing Amherst Country Club to host your event in 2011. Enclosed, please find the required documents for your review. We hope you will continue to consider Amherst Country Club as your preferred function destination for seasons to come.

We are committed to helping make your event a complete success, so please do not hesitate to contact us with any questions or special requests. We offer a wide variety of menu options, along with special amenities to help create the perfect event for you and your guests.

Once again, thank you for choosing Amherst Country Club. We look forward to working with you.

Cordially,

Heather Chase Ignaszewski  
Event Coordinator  
Amherst Country Club/Ponemah Green  
heather@amherstcountryclub.com  
603-673-9908 ext. 14

# Event Packages & Pricing

## The Tap in Grille at Amherst Country Club

Located inside the Clubhouse at Amherst Country Club, The Tap in Grille offers a cozy setting for groups as small as 20 people or as large as 120 people.

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**Room available for rental from November 1<sup>st</sup> thru March 31<sup>st</sup>**

Room Rental: \$750.00 (Maximum guest capacity: 120 people)

Package Includes:

- Function Room for up to four (4) hours (Each additional half-hour is \$50.00)
- Personalized one-on-one planning with a professional Event Coordinator
- Complete Bar Set Up, with one (1) Bartender
- Room Set Up and tear down
- Linens and seating

## The Pavilion & Courtyard (Seasonal)

The Pavilion at Amherst Country Club is a 2-Season Outdoor Facility closely situated to the banks of the scenic Souhegan River. The Pavilion can comfortably seat more than 200 guests, with additional seating available under the adjacent tented Courtyard. Both offer an ideal setting to create a memorable outdoor event.

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**Areas available for rental from Memorial Day Weekend thru October 1<sup>st</sup>**

Package Rental: \$750.00 (Maximum guest capacity: 130 people)

Package Includes:

- Pavilion space for up to four (4) hours (Each additional half-hour is \$50.00)
- Tented Courtyard space for up to four (4) hours
- Personalized one-on-one planning with a professional Event Coordinator
- Complete Bar Set Up, with Bartender(s)
- Area Set Up and tear down
- Linens and seating

## Menu Options – Start the Day

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### **The Amherst Continental Breakfast**

Fresh Seasonal Fruit Salad; Assorted Breakfast Pastries & Breads; Coffee, Tea, & Assorted Juices

Coffee Refresh

**\$11.50/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

### **The Traditional Breakfast Buffet**

Fresh Seasonal Fruit Salad; Scrambled Eggs; Bacon, Sausage or Virginia Ham; Home fries

Assorted Breakfast Pastries & Breads; Coffee, Tea, and Assorted Juices; Coffee Refresh

**\$17.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

### **The Classic Club Brunch**

Fresh Seasonal Fruit Salad; Fresh Garden Salad; Assorted Fancy Tea Sandwiches; Quiche Lorraine; Assorted Breakfast Pastries & Breads; Assorted Morning Juices; Selection of Freshly Brewed Coffee & Tea

**\$17.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

## Menu Options – Lunch Buffets

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### **The Mini Sandwich & Wrap Buffet**

Caesar Salad; Red Bliss Potato Salad; Assorted Mini Sandwiches & Wraps of Roasted Sirloin, Oven Roasted Turkey, Black Forest Ham & Tuna Salad; Chips, Condiments & Relish Tray

**\$11.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

### **Fiesta Luncheon Buffet**

Southwest Pasta Salad; Build Your Own Tacos with Seasoned Beef & Chicken; Soft Flour and Corn Tortillas;

Toppings: Shredded Cheese, Lettuce, Tomatoes, Salsa, Sour Cream, Spanish Rice; Seasoned Pinto Beans

**\$12.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

### **The Clubhouse Hot & Cold Luncheon Buffet**

Fresh Garden Salad; Pasta Primavera Salad; Assorted Gourmet Mini Sandwiches & Wraps of Roasted Sirloin, Oven Roasted Turkey, Black Forest Ham & Tuna Salad; Swedish Meatballs; Rice Florentine; Pickles, Chips & Condiments

**\$13.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

## Menu Options – Receptions

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### **The Riverside House Party Reception**

Assorted Cheese & Fresh Fruit Display with Crackers

Crudit  of Vegetables & Dip

Celebrations' Signature Assorted Bruschetta Trio

Swedish Meatballs

Skewered Tortellini with Lemon-Roasted Garlic/Parmesan Dip

Crabmeat Filo Cups

Petite Samosa with Tamarid Chutney

**\$20.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

**\$17.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

### **The Intimate Reception**

Antipasti Table

Spanakopita

Satay Chicken and Thai Peanut Sauce

Scallops Wrapped in Bacon

Chef's Selection of Three Butler-Passed Hors d'Oeuvres

**\$24.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

**\$21.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

### **The Elegant Reception**

Assorted Cheese and Fresh Fruit Display with Crackers

Crudit  of Vegetables & Dip

Melon Wrapped in Prosciutto

Chef's Carving Station to include Tender Sirloin, Fresh Turkey Breast, & Lean Pork Loin

Marinated Mozzarella, Fresh Basil & Tomato Wraps

Assorted Petit Quiche

Chicken Quenelle with Mango Remoulade

**\$29.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

**\$26.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

### **The Chef's Carving Reception**

Mediterranean Salad

Chef's Carving Station to include Tender Sirloin, Fresh Turkey Breast, & Lean Pork Loin

Tortellini Primavera Alfredo

**\$29.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

**\$26.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

## Menu Options – A La Cart Hors d' Oeuvres

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### **Cheese & Vegetable Tray Combo**

Fresh Vegetable Crudité  
Assorted Cheese & Fresh Fruit Display with Crackers

**\$8.00/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$7.50/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

### **Antipasti Table**

Imported cheeses, fresh sliced fruit, crudités & dips, hummus, tabouleh, Italian cured meats, marinated and grilled vegetables, tortellini served with fresh artisan breads and crackers.

**\$12.00/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$11.50/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

### **Chef's Appetizer Selections**

Prices vary; please inquire. See below for options.

#### **Chilled Stationary or Butler Passed**

Melon or Asparagus Wrapped in Prosciutto  
Marinated Mozzarella, Fresh Basil and Tomato Wraps  
Skewered Tortellini with Lemon-Roasted Garlic/Parmesan Dip  
Shrimp Cocktail

#### **Hot Stationary or Butler Passed**

Assorted Petite Quiche  
Spanikopita  
Swedish Meatballs  
Scallops Wrapped in Bacon  
Stuffed Mushroom Caps  
Satay Chicken with Peanut Sauce

## Menu Options – Dinner Buffets

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### The Classic Buffet

Fresh Garden Salad  
Pasta Primavera Salad  
Beef Bourguignon  
Lemon Cream Chicken  
Basmati Rice  
Green Beans with Dill Butter  
Artisan Breads and Rolls

**\$23.95/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$21.50/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

### The Gourmet Buffet

Caesar Salad  
Red Bliss Potato Salad  
Swedish Meatballs  
Tarragon Mushroom Chicken  
Assorted Mini Sandwiches and Wraps  
Herbed Rice Pilaf  
Chips, Condiments and Relish Tray

**\$23.95/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$21.50/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

### The Italian Buffet

Caesar Salad  
Gemelli Pasta with Meatballs Marinara  
Baked Lasagna  
Pasta Pulito  
Sauteed Zucchini, Peppers and Onions  
Garlic Bread

**\$23.95/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$19.50/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

### The Elegant Buffet

Field Green Salad  
Orzo Insalata  
Medallions of Chicken and Artichokes  
Sirloin Bordelaise  
Caramelized Rosemary Red Bliss Potatoes  
Fresh Seasonal Vegetable Melange  
Artisan Breads and Rolls

**\$32.95/person**

(price includes all taxes and service charges)  
Price based on 50 meals or more

**\$27.95/person**

(price includes all taxes and service charges)  
Price based on 75 meals or more

## Menu Options – Barbeque's

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### **The Backyard Cookout**

Fresh Garden Salad  
Pasta Primavera  
All Beef Hot Dogs  
Quarter Pound Cheeseburgers  
Boneless BBQ Chicken  
Accompaniment and Potato Chips  
Homemade Texas BBQ Baked Beans  
Corn on the Cob  
Strawberry Shortcake

**\$18.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

### **The Famous ACC BBQ**

Caesar Salad  
Red Bliss Potato Salad  
Marinated Sliced Sirloin  
Boneless BBQ Chicken  
Homemade Texas BBQ Baked Beans  
Corn on the Cob  
Assorted Breads and Rolls or Cornbread  
Strawberry Shortcake

**\$25.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

### **The New England Clambake**

Clam Chowder, Seafood Chowder, Lobster Bisque, or Steamers  
Choice of Two Homemade Salads  
Steamed 1 ¼ lb. Maine Lobster (One lobster per person)  
Boneless BBQ Chicken  
Homemade Texas BBQ Baked Beans  
Corn on the Cob  
Assorted Breads and Rolls  
Strawberry Shortcake, Blueberry Pie or Watermelon

**\$36.95/person**

(price includes all taxes and service charges)

Price based on 50 meals or more

**\$33.95/person**

(price includes all taxes and service charges)

Price based on 75 meals or more

## Menu Options – Desserts

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### **The Chocolate Fountain**

10 lbs. of rich, decadent chocolate  
3 hour service with attendant  
Several dipping accompaniments

**\$750.00**

(price includes all taxes and service charges)

Fountain serves 75-100 people

### **Chef's Dessert Table**

Selection and prices vary; please inquire.

## Menu Options – Non Alcoholic Beverage Service

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### **Selection of Coffee & Tea**

**\$1.95/person**

(price includes all taxes and service charges)

### **Hot Chocolate**

**\$1.95/person**

(price includes all taxes and service charges)

### **Iced Tea, Punch, or Lemonade**

**\$1.95/person**

(price includes all taxes and service charges)

### **Assorted Sodas, Juices, & Bottled Water**

**\$1.95/person**

(price includes all taxes and service charges)

### **Sparkling Cider Toast**

**\$3.25/person**

(price includes all taxes and service charges)

## Menu Options – Alcoholic Beverage Service

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### **Champagne Toast**

**\$3.25/person**

(price includes all taxes and service charges)

### **Table Wine**

**\$22.95/bottle**

(price includes all taxes and service charges)

### **Open Bar**

Service options vary; please inquire

# 2011 Function Agreement

Terms and conditions for events at Amherst Country Club and Ponemah Green are detailed below.

## Deposits

A non-refundable deposit of \$50.00 along with a completed and signed agreement is required to reserve a small function at Ponemah Green.

A non-refundable deposit of \$500.00 deposit along with a completed and signed agreement is required to reserve a function in The Tap in Grille.

A non-refundable deposit of \$500.00 deposit along with a completed and signed agreement is required to reserve a function in The Pavilion & Courtyard.

## Room Rental & Menus

All food arrangements must be made with ACC. ACC works with a limited list of proven caterers to augment its food service. ACC reserves the right to adjust costs of facilities, equipment, and services within 30 days of the event, should it become necessary due to changes in costs. All menu pricing is based on 100 people.

## Alcoholic Beverages

All alcohol consumed on the premises must be provided by ACC and are limited to areas licensed by the N.H. State Liquor Commission. All guests are subject to compliance with the legal responsibilities of ACC for responsible service of alcoholic beverages. ACC, and its servers, reserve the right to withhold such alcoholic beverage service to any individuals.

## Guarantees

A guaranteed number of participants and meals must be provided in writing no less than fourteen (14) days prior to the event. The minimum amount for which the reserving party will be responsible for will be based on the most recent number provided to ACC as of that date.

## Payment

Payment must be made 14 days in advance for all functions. Open bar tabs will be invoiced and due immediately following the completion of event. Checks can be made payable to Amherst Country Club and will be collected by the appropriate Manager on Duty.

## Cancellation

In the event of cancellation, all deposits are non-refundable.

## Reservation of Date

ACC will reserve the date upon receipt of the signed agreement and full deposit. Initial reservations are considered tentative and are subject to sale until deposits and signed agreements are received.

## Room Set-Up & Decorations

ACC will set up tables, chairs, and linens according to arrangements made in advance. All displays, exhibits, or other materials cannot be tacked or taped to walls or ceilings. Patrons will be assessed for any damage and charged accordingly.

ACC **will not be held responsible** for any damage or loss of any assets, including but not limited to gifts, cash, or merchandise left on the premises prior to, during, or following any function.

## Function Details

Function Name: .....

Date of Function:

Name of Contact:

Address:

Phone:

E-Mail:

Function Charge:

Number of Expected Guests:

Date for guaranteed minimum count:

## Food & Beverage

Meal Selection: .....

Bar Service:

Special Equipment:

Notes:



## Important Dates

Cancellation must be received by:

Final participation count (meals):

Final Payment:

## Signature

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I have read, understand, and agree to all the terms and conditions contained herein. I understand, as the function coordinator, I am fully responsible for the group, including their knowledge and awareness of all rules stated within this agreement and posted on the property. The individual signing this agreement agrees to all responsibilities detailed for the "reserving party". Amherst Country Club, Inc. is referred to in this agreement as "ACC".

Signature of Event Representative \_\_\_\_\_ Date: \_\_\_\_\_

Signature of ACC Event Coordinator \_\_\_\_\_ Date: \_\_\_\_\_