

The University Club QC Wedding Reception Agreement

Price per person: Piano Bar level \$33 Upper level \$28

Guest minimum/maximum: Piano Bar Level 225/385 Upper Level 125/300

Includes:

- Five hours of reception time (\$250 each additional hour for reception)
- Grand 2 meat buffet provided by on site caterer.
- All necessary tables and padded black chairs
- Two hours of decorating time the day before the reception (if room is available)
- White linens for all necessary tables (based on guest tables 8 per table)
- Cotton napkins for all place settings (see staff for available colors)
- White table skirting for 5 eight foot sections
- China which includes dinner plate, salad bowl and cake plate
- Silverware includes fork, spoon, and butter knife set on guest and head tables
- Cake forks provided at cake table.
- Water Glasses set at guest and head tables. Coffee cups set at drink station if necessary
- Bartending
- All set and cleanup is done by University Club QC staff
- Pack up of outside decorations may be done next day

Deposit: \$750 (nonrefundable)

The deposit along with signed agreement holds the date. As a convenience for guests, we accept credit cards at the bar, but do not accept credit cards for deposit or final payment.

Bar pricing and policy:

All alcohol must be purchased through the University Club QC.

Keg pricing: \$320 for Bud / Bud light / Miller / Miller light / Coors / Coors light Other
Keg beer is available (ask for availability and pricing)

Keg beer is served in clear 16 oz plastic cups

House wine pricing: \$22 per bottle served in wine glasses

No minimum required for Bar but a dry event requires a \$1,200 fee

Sales tax will be added to Kegs and wine purchased.

Soda and Juices can be purchased by wedding party for \$1.50 per person and is unlimited, or made available for purchase by guests at the bar.

Catering

Above pricing includes food with in house caterer.

A 15% gratuity based on total bill excluding liquor.

In house Caterer does all serving of food and drink that they are providing.

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Other

All Linens (table linen/table runners/chair covers/table over lays) must come from The University Club QC.

Access to facility on day of reception is 2pm for vendors, family and others is limited to one hour.

Our chairs are included in the rental. Outside chairs requires a \$2 per chair handling fee to remove and store our chairs.

Stage accommodates seating for 12. Stage extension adds seating for 2 more. Rental is \$75.

DJ must have proof of liability insurance

Photo Booth: \$200 per hour. Must end 30 minutes prior to end of party.

Full payment is due two weeks prior to reception

Ask UC representative for additional decorating limitations. University Club is not responsible for lost or stolen items. Paying party will be charged for the minimum of 125 for upper level or 225 for piano bar level even if their guest count does not reach that number.

State and Local laws prohibits outside alcohol. Management and staff will confiscate any outside alcohol and loss of deposit may occur.

The University Club QC
1518 5th Avenue
Moline, IL. 61265

309-764-1217

Email: universityclubqc@sbcglobal.net

