

Briarwood Golf Club  
Wedding/Event Packet



2737 Edgerton Road  
Broadview Heights, Ohio 44147  
440-237-5271

# Briarwood Golf Club and Event Center

## Event Details

Briarwood Golf Club is the perfect location for your special event. Located in the rolling hills of Broadview Heights, nature provides a beautiful backdrop. We are available for events ranging from wedding ceremonies and receptions, baby and wedding showers, birthday/ anniversary parties and more! Whatever your special event needs are, we would love to help. Our staff is warm and welcoming and will provide expert attention to make sure your event is perfect.



Elegant Affairs  
Dave Epifano 440-821-6145  
[Dfepinnacle@yahoo.com](mailto:Dfepinnacle@yahoo.com)

# General Information

## **Contract Guarantee**

A guaranteed number of guests will be required no later than 7 days prior to the scheduled event. No allowances will be made for any decrease in guaranteed guest count. Should, for any reason, actual attendance be less than 80% below initial booking amount, an additional fee will be assessed.

## **Payment information**

After the final confirmation of guests attending (7 days prior to event), we will present you with a total. We ask that payment is made at this time (5 days prior to your scheduled event).

Any payments to Briarwood Golf Club may be made by cash, check, Visa, MasterCard, American Express, or Discover Card. We do not offer house accounts or direct billing.

At the conclusion of your event, you will be presented with a final bill for any additional charges incurred that day (i.e. bar costs, menu changes).

8% Ohio Sales Tax, when applicable, and 20% Service Charge is applied to all menus. If your organization is Tax Exempt, please provide your event coordinator with your tax exempt number prior to your function.

Elegant Affair's Catering reserves the right to make room reassignments if a substantial fluctuation in your head count occurs.

## **Liquor Policy**

As part of our liquor license, all alcohol must come through Briarwood Golf Club. Briarwood Golf Club reserves the right to refuse bar service and dismiss any guests who appear to be intoxicated or disruptive.

## **Food Policy**

We do not allow any food outside of Elegant Affair's Catering, with the exception of a wedding cake, to be brought into our serviced functions. We are more than happy to accommodate any special dietary needs and will work with you to create a custom menu for your event. If left over food is available at the end of your event, we are happy to package this up for you to take home, however it is not a guarantee that there will ever be extra to take home.

## **Children's Menu Pricing**

Elegant Affair's Catering does offer special pricing for children. Children under 3 are free of charge, while children 4-12 years of age are \$10.00. They have the option of eating from the buffet or choosing chicken tenders with French fries. Please let us know if you plan to have children attend your event and what their menu choice will be.

# Event Rules and Regulations

## **Payment Terms:**

Final guest count will be provided 7 days prior to your event. The remaining balance will be due five (5) business days prior to your event, no exceptions. Payment may be made in the form of Credit Card, Cash or Check to Briarwood Golf Club. After payment is made, your final count cannot go down, but can go up if needed.

## **Room Set-up:**

The timing of the set-up of the room for an event is dependent on what events are happening that week and are at the discretion of the Briarwood staff. We will do our best to accommodate, but it is not a guarantee that you may be able to set up or decorate in the banquet room prior to the day of your event. Please schedule a time to decorate with our event coordinator. All set up of additional decor, including using outside centerpieces, flowers, etc. is the responsibility of the party who has booked the room and not our staff. In some situations, we may be able to assist with favors, however please discuss this with our event coordinator prior to the day of your event. All decor, including items hung from the walls, must be approved by our event coordinator. We are not able to store any decorations prior to the event. It is part of the agreement, that arrangements must be made for all extra decorations to be removed from the premises at the end of your event. If a 2nd bar is used for your event and planned for outdoors, it is at the discretion of Briarwood's staff, on whether the set-up needs to be brought indoors, due to weather or climate the day of your event.

## **Room Rental:**

The hours of the room rental will be decided prior to the event, based on which package is chosen. All vendors, including DJ, should be made aware and scheduled within the timing allotted for the room rental. Clean up of the room including decorations are expected to be completed by the time written in the final contract. The room should be vacant within 45 minutes of the reception end time, so please make arrangements prior. Your DJ and bar should coordinate together with your reception end time.

## **Vendors:**

Vendor set-up times must be discussed and cleared with the Briarwood staff. A vendor itinerary must be presented to the event coordinator 3 days prior to your wedding for approval. Your cake is to not be delivered more than 3 hours prior to your event and should be set up by your vendor. Briarwood is not responsible for the cooling and setting up of your cake. If you plan to use our grounds for pictures, please discuss the locations with our event coordinator prior.

## **Liability:**

Briarwood is not responsible for the loss of personal articles and does not claim responsibility for gifts, cards or items brought to an event. You will be responsible for any damage inflicted to the building, property or grounds during the time of your event.

## **Cancellation:**

You have 45 days from the time you give your deposit to cancel with us and get your deposit back. After the 45 days, your deposit will be non-refundable. Cancellations made within 30 days of actual event date will not receive the deposit back.

## Services and Fees

### Standard Services

(Included)

All banquet round tables  
Classic linens in white, or ivory  
Napkin color of your choice (included with buffet packages)  
Classic Centerpiece  
Cutting and plating of your cake (included with buffet packages)  
Free parking

### Additional Services

(Additional charges apply)

Premium linens in color of your choice (price dependent on color)  
Signature Centerpieces (\$5 per table, \$1 per votive)  
Chair covers with sash (\$4.50 per chair)  
Table Sashes (\$4.00 per runner and up)

### Rental Fees

#### Room fee

75 or more guests room fee of \$250

50-74 guests room fee of \$200

25-50 guest room fee of \$150



# Briarwood Golf Club & Event Center

## *Cleveland's Elegant Affairs Catering*

### Our Mission

*We will provide you and your guests with the best possible catering experience and event execution period!*



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8% Ohio Sales Tax, when applicable, and 20% Service Charge is applied to all menus. If your organization is Tax Exempt, please provide your event coordinator with your exempt number prior to your function.

Elegant Affair's Catering reserves the right to make room reassignments if a substantial fluctuation in your head count occurs.

All pricing represents full service, which includes set up, clean up, white, black, or ivory linen table clothes, china, and Glassware and service personnel when applicable.

### **Menu and Food Policy**

Our menu is provided exclusively through Elegant Affair's Catering, a long-standing tradition of providing excellent food and service, Elegant Affair's Catering is the perfect choice for your event. The following items are designed to assist in planning your event. Sample menus and policies are enclosed. Please feel free to inquire about additional options.



## Wedding Dinner Service

*\*Includes Fresh baked Italian bread and butter, individually plated salads with assorted pastries and fresh brewed coffee.*

### *Salads*

(Select One)

Elegant Affair's Famous House Salad  
Field Greens with Fresh Fruit & a Citrus Dressing  
Caesar Salad  
Spinach Salad with Strawberries, Candied Walnuts & Goat Cheese

### *Entrees*

(Select One or Two)

Chicken Marsala  
Stuffed Chicken Fontina  
Chicken Francese  
Sherry-Seared Chicken Cutlet  
Chicken Cordon Bleu  
Rosemary Chicken  
Chicken Au Poivre with Madeira Peppercorn Sauce

10 oz. New York Strip Steak with Onion Strips (\$2.00 per person)  
8 oz. Filet Mignon, Slow Roasted with Burgundy Demi Glaze (add \$6.00 per person)  
Chef Carved, Aged Prime Rib (add \$5.00 per person)

Veal Francese

Veal Florentine

Pork Tenderloin with Pan Gravy  
Sage & Sausage Stuffed Pork Tenderloin  
Rosemary Pork Loin  
Grilled Long Bone Pork Chop (add \$2.00 per person)

Twin Lobster Tails (market price)  
North Atlantic Salmon with Jack Daniels BBQ Glaze  
Sword Fish Cutlet with a Lemon Butter Sauce



## Accompaniments

(Select Two)

Herb Roasted Red Skin Potatoes  
Roman Style Potatoes  
Lyonnaise Potatoes  
Gnocchi with a Tomato Vodka Sauce  
Garlic Mashed Potatoes  
Twice Baked Potatoes  
Capri Blend  
Green Beans Almondine  
Broccoli with Lemon & Garlic  
Italian Oven Roasted Vegetable  
Cinnamon Glazed Baby Carrots  
Bahama Blend Vegetables with Yellow Carrots

*\*Prices subject to 8% Sales Tax and 20% service charge.  
All menus and prices are subject to change.*

Buffet Style

One Entrée \$28.95

Two Entrée \$29.95

Family Style

One Entrée \$31.95

Two Entrée \$32.95

Plated Style

One Entrée \$33.95

Two Entrée \$34.95

# Cocktail Reception

Hand Carve Chef Station  
(Select One)

Applewood Honey Ham  
Roasted Pork Tenderloin with Rosemary Glaze  
Savory Smoked Turkey Breast with Spicy Honey Mustard  
Braised, Slow Roasted Flank Steak

Pasta Sautee Station  
(Select One)

Penne Rigate with Vodka Sauce  
Linguini with Garlic, Olive Oil & Fresh Basil  
Gnocchi with Blush Sauce  
Penne Pasta with Chicken Tuscany

Hors d Oeuvres  
(Select Five)

Scallops Wrapped in Bacon (add \$2.00 per person)  
Assorted Chicken Wings  
Stuffed Mushrooms  
Water Chestnuts Wrapped in Bacon  
Pot Stickers with Plum Sauce  
Spring Rolls with Pineapple Chutney  
Crostini with Goat Cheese & Herbs  
Spanakopita  
Zucchini Coins  
Calamari Marinara  
Mini Bruschetta  
Breaded Ravioli with Marinara Sauce  
Red Potato Skins Stuffed with Cheddar Cheese & Bacon  
Bite Sized Italian Sausage & Peppers  
Swedish Meatballs  
Skewered Chicken with Sauce  
Mini Assorted Croissant Platter (30 pieces)  
Lollipop Lamb Chops (add \$3.00 per person)  
Chilled Shrimp Cocktail (add 1.00 per person)

\$26.95 per person

*Prices subject to 8% sales tax and 20% service charge.*

*All menus and prices are subject to change.*

## Elegant Affair's Hors d'oeuvres Packages

*Our hors d'oeuvres service is for a minimum of 20 guests and is provided on hour prior to dinner. The package is combined with one of our dinner packages and priced per person 1 addition to the package.*

### Displayed Hors d'oeuvres

\$5.95

(Choose 3)

Vegetable Crudités, Bruschetta, Salmon Crudités, "Water Chestnuts with Bacon", \*Stuffed Mushrooms Caps, Tomato and Fresh Mozzarella Crostini, Chilled Shrimp, \*Skewered Chicken Strips, \*Vegetable Egg Rolls, Beef Brochettes, Asparagus tips wrapped with Smoked Turkey, Smoked Salmon with Cheese, \*Pot Stickers, \*Coconut Shrimp, \*Lolli-pop Lamb Chops (add \$2.00 more) or Alfonso's Famous Pizza  
Passed Hors d'oeuvres \$6.95 per person (\*indicates passed options)

### Cold Displayed Platters

(Priced Per Person)

Iced Gulf Shrimp \$4.95

Combination platter – Fresh Vegetable, Cheese and Fruit Crudités with crackers \$4.95

Fresh Vegetable Crudités with ranch dressing \$1.95

Fresh Fruits with assortment of yogurt dips \$2.95

Imported and Domestic Cheeses with crackers \$2.95

Bruschetta with olives and tomatoes \$2.95

Italian Platter \$4.25

Antipasto Platter \$5.95

Cocktail Sandwiches \$2.95

Red Pepper Hummus and Pita Chips \$2.95

### Hot Displayed Platters

(Priced Per Person)

Italian Sausage, Green Peppers, and Onions \$  
3.25

Stuffed Mushrooms \$ 3.25

Calamari Fritter and Marinara Sauce \$ 2.95

Zucchini Coins \$ 2.95

Cheddar Jalapenos Poppers \$ 2.50

Mini Italian Meatballs \$ 2.25

Mozzarella Marinara \$ 2.25

Lolli-pop Lamb Chops \$ 4.95

Water Chestnuts Wrapped with Bacon \$ 2.75

Vegetable Egg Rolls \$ 2.95

Pot-stickers with Plum Sauce \$ 2.25

Wings (breaded or non-breaded) with choice of  
flavor \$ 2.95

Breaded Ravioli with Marinara Sauce \$ 2.95

Stuffed Mild Banana Peppers with Sausage \$2.95

All menus and prices are subject to change.  
Prices subject to 8% sales tax and 20% service charge

## Drink Packages

All packages are based on 4 hours open bar  
If your guest count exceeds 125 guests, a 2nd free standing bar will come included Bartenders come included with our bar packages

### Standard Bar

\$16 per person

Each additional hour \$3.00 per person  
(must be pre-determined and pre-paid)

Includes house brand liquors, house wines by the glass, bottled domestic beer, soft drinks and wash

Vodka, Gin, Rum, Scotch, Bourbon, Whiskey, Tequila, Triple Sec, Amaretto, Peach Schnapps, Domestic bottled beer

### Deluxe Bar

\$19 per person

Each additional hour \$4.00 per person (must be pre-determined and pre-paid)  
Includes call brand liquors, house wines by the glass, bottled domestic and imported beer, soft drinks and wash

Absolute Vodka, Tanqueray Gin, Bacardi Rum, Dewar's Scotch, Jim Beam Bourbon, Seagram's 7 Whiskey, Cuervo Gold Tequila, Triple Sec, Amaretto, Peach Schnapps, Kahlua, Domestic and Imported Beers

### Premium Bar

\$22 per person

Each additional hour \$5.00 per person (must be pre-determined and pre-paid)  
Includes premium brand liquors, house wines by the glass, bottled domestic and imported beer, soft drinks and wash

Grey Goose Vodka, Bombay Sapphire Gin, Bacardi Rum, Johnny Walker Black Scotch, Makers Mark Bourbon, Crown Royal Whiskey, Cuervo Gold Tequila, Triple Sec, Amaretto, Peach Schnapps, Kahlua, Domestic and Imported Beers

## Drink Packages

### Wine and Beer Bar

\$14 per person

Each additional hour \$3.00 per person

*(must be pre-determined and pre-paid)*

#### Choice of three house wines

Cabernet Sauvignon

Merlot

Pinot Noir

Chardonnay

Pinot Grigio

White Zinfandel

#### Choice of two domestic beers Budweiser

Bud Light

MGD

Miller Lite

Michelob Ultra

O'Doul's

Yuengling

#### Choice of two imported beers

Heineken

Amstel Light

Labatt Blue

Sam Adams

Sam Light

Upgraded wine and champagne selections are available to customize your event

### Consumption and Cash Bar

Final tab must be paid in full at the end of the evening

Soft drinks and juices (\$2.00)

Domestic beer (\$3.00)

Imported beer (\$4.00)

House wine by the glass (\$5.00)

House brand liquor (\$5.00)

Call brand liquor (\$5.50)

Premium brand liquor (\$6.00)

Bartender Fee (\$100.00)

124 guests maximum for one bartender, bartender fee only applies to a consumption or cash bar

Soft Drink Bar (\$5.00 per person)

# Wine Selections

Priced per bottle

## Whites

Blackstone Pinot Grigio \$18.00

Blackstone Chardonnay \$18.00

Robert Mondavi Private Selection Chardonnay \$18.50

Robert Mondavi Private Selection \$18.50

Wente Riesling \$19.95

Napa Cellars Chardonnay \$22.95

Nobilo Icon Sauvignon Blanc \$22.95

Santa Margherita Pinot Grigio \$29.95

## Reds

Blackstone Merlot \$18.00

Blackstone Cabernet \$18.00

Robert Mondavi Private Selection Merlot \$18.50

Robert Mondavi Private Selection Cabernet \$18.50

Primal Roots Red Blend \$19.95

Camelot Pinot Noir \$19.95

Trivento Malbec \$19.95

Cellar # 8 cabernet \$22.00

Greg Norman Shiraz \$22.95

Wild Horse Merlot \$22.95