



MICHAYWÉ  
INN THE WOODS



# *Banquet Menu*



Michaywé Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8800  
Fax 989-939-8511  
E-Mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)



MICHAYWE  
INN THE WOODS

# Breakfast



MICHAYWE  
INN THE WOODS

Prices are per person - Minimum 25 guests  
All served with fresh brewed coffee, tea, orange  
& cranberry juice

## Continental

Fresh baked cinnamon rolls & muffins - Bagels - Fruit preserves  
Cream cheese - Fresh fruit

\$8

## Breakfast Buffet

Fresh baked cinnamon rolls & muffins - Fresh fruit - Fruit preserves  
Fluffy scrambled eggs - Hickory smoked bacon & country sausage  
American fried potatoes

\$11

## Plated & Served Breakfast

Fluffy scrambled eggs - Cheesy hash brown casserole - Hickory smoked bacon &  
Country sausage - Fresh baked muffin - Fresh fruit garnish

\$11

## Beverages A La Carte

Coffee - cup	\$2
Coffee Urn - 24 cups	\$24
Bottle Water	\$3
Bottle Soda	\$3
Carafe fruit Juice	\$9
Fountain Soda	\$2
Fruit Punch - Gallon	\$18

## Snacks A La Carte

Fresh baked cookies - dozen	\$15
Fresh baked brownies - dozen	\$15
Bagels with cream cheese - dz.	\$20
Cinnamon rolls - dozen	\$16
Muffins - dozen	\$16
Assorted candy bars - each	\$2
Fresh fruit cups - per person	\$3
Granola Bars - each	\$1.50
Assorted Yogurt - dozen	\$24

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail groupsales@michaywe.com

Please add 6% sales tax and 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

## Lunch Buffet



MICHAYWE  
INN THE WOODS

Prices are per person - Minimum 25 guests  
All buffets include coffee & fountain soda.

### Croissant Buffet

Northern woods salad with raspberry vinaigrette dressing- Homemade soup  
Pasta salad- Relish tray - Fresh baked croissants - Chicken salad - Tuna salad  
\$12

### Italian Sub Buffet

Caesar salad - Pasta salad - Homemade soup  
Italian sub sandwiches on crusty baguette bread  
Condiments - Relish tray - Potato chips  
\$12

### Deli Buffet

Garden salad with ranch & Italian dressing - Homemade soup - Deli salad  
Selection of breads and rolls - Sliced roast beef - Roast turkey breast  
Smoked Dearborn Ham - Assorted cheeses - Condiments - Relish tray - Potato chips  
\$12

### Garden Salad Bar Buffet

Chef's choice of homemade soup - Assorted dinner rolls  
Garden greens salad with ranch & Italian dressing  
Cured meats - Vegetables - Cheeses - Hot chicken breast  
\$12

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 6% sales tax and 18% gratuity to above prices



**MICHAYWE**  
INN THE WOODS

## *Lunch Buffet*



**MICHAYWE**  
INN THE WOODS

Prices are per person - Minimum 25 guests  
All buffets include coffee & fountain soda.

### *Backyard Grill Buffet*

Garden salad with ranch & Italian dressing - Homemade potato salad - Coleslaw  
Baked beans - Potato chips - Assorted cheeses  
Buns - Condiments & relish tray

**Choose two of the following**

(additional items available at \$3 per person)

Grilled hamburgers - Beef franks - Bratwurst - Chicken breast

\$12

### *Comfort Buffet*

Garden salad with ranch & Italian dressing - Homemade meatloaf  
Roast breast of chicken - Mashed potatoes and gravy  
Green beans - Assorted dinner rolls

\$14

### *Fiesta Buffet*

Marinated grilled chicken - Seasoned ground beef - Seared onions & peppers - Corn  
taco shells - Soft flour tortillas - Garden greens - Diced tomato - Diced onions - Sliced  
ripe olives - Salsa - Shredded cheddar cheese - Sour cream - Spanish rice  
Ranch dressing - Tortilla chips

\$12

### *Little Italy Buffet*

Antipasto salad - Chef's choice of two pastas - Marinara sauce - Alfredo sauce  
Fresh seasonal vegetable - Garlic bread - Grilled chicken breast

\$12

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 6% sales tax and 18% gratuity to above prices



## *Plated & Served Lunch Salads*



Prices are per person 50 person Maximum  
All banquets include coffee & fountain soda.

### *Grilled Chicken Caesar*

Crisp romaine tossed in Caesar dressing, garlic croutons, parmesan cheese, topped with grilled chicken breast & garnished with tomato, red onion & boiled egg.  
Served with garlic bread.

\$11

### *Chicken Salad Melon Flower*

Half cantaloupe stuffed with fresh homemade chicken salad topped with almonds.  
Surrounded with fresh pineapple, berries, orange slices & watermelon.  
Served with a fresh baked muffin.

\$12

### *Southwestern Steak Salad*

Garden greens garnished with cheddar cheese, ripe olives, bell peppers, diced tomato & red onion. Topped with grilled sliced sirloin steak & slivered corn tortilla strips. Served with chipotle ranch dressing.

\$13

### *Northern Woods Salad*

Baby greens with Italian bleu cheese, smoked bacon, Michigan dried cherries, toasted almonds, grilled apples, sweet carrots and red onion. Served with grilled chicken breast and a fresh baked muffin.

\$12

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 6% sales tax and 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

## *Plated & Served*

### *Lunch Sandwiches*



MICHAYWE  
INN THE WOODS

Prices are per person 50 person maximum  
All Served with chef selection of deli style salad, garlic dill pickle & potato chips.  
All banquets include coffee & fountain soda.

#### *Grilled Chicken Bistro*

Chicken breast topped with portabella mushrooms, oven dried tomatoes, roasted red peppers, Swiss cheese & bistro sauce on a home style roll.

\$12

#### *California Chicken Club*

Char-grilled chicken with pepper jack cheese and olive relish on a grilled Kaiser roll. Garnished with lettuce, tomato and avocado. Served with garden salsa.

\$11

#### *Turkey Club Wrap*

Turkey breast with hickory smoked bacon, crisp lettuce, cheddar cheese, tomato & herb mayo in whole wheat lawash.

\$11

#### *Tilapia Po-Boy*

Lightly breaded in parmesan crumbs and pan fried, served on a grilled Kaiser roll with lettuce, tomato, creamy coleslaw and Cajun fried shrimp.

\$13

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 6% sales tax and 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

## *Plated & Served Lunch Entrée*



MICHAYWE  
INN THE WOODS

All served with garden salad and ranch dressing or homemade cup of soup  
Rolls and butter - Coffee & fountain soda  
50 person Maximum

### *Pecan Crusted Chicken*

Lightly coated in pecan crumbs and finished with frangelico cream sauce. Garnished with buttery grilled apples, dried cherries, wild rice pilaf and chef's vegetable.  
\$15

### *Chicken Florentine*

Sautéed chicken breast topped with oven roasted tomatoes, wilted spinach, portabella mushrooms, & fontina cheese. Served with fresh linguine and garlic wine sauce.  
\$15

### *Chicken Piccata*

Tender chicken breast dredged in egg batter and sautéed in a lemon caper butter sauce. Served with pasta Alfredo and chef's vegetable.  
\$14

### *Baked Whitefish*

Fresh filet lightly seasoned and oven baked, topped with a lemon caper butter sauce. Served with wild rice pilaf and chef's vegetable.  
\$14

### *Pot Roast of Beef*

Tender braised chuck roast over fresh whipped potatoes, rich beef gravy, pearl onions and carrots.  
\$15

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 6% sales tax and 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

# Bar Menu

All mixed drinks are 1.25 oz. of spirits  
All martinis & rocks are 2.5 oz. add \$1



MICHAYWE  
INN THE WOODS

## House Brands

Vodka - Gin - Whiskey - Scotch - Bourbon - Tequila - Triple Sec - Rum - Amaretto  
Peppermint Schnapps - Peach Tree - Hot Damn - Apple Pucker - Apricot Brandy  
\$3.75

## Call Brands

Bacardi - Bacardi Limon - Captain Morgan - Myers - Parrot Bay - Beefeaters  
Christian Bros. Brandy - Jim Beam - Seagram 7 - V.O - C.C. - Southern Comfort -  
\$4

## Premium Brands

Absolut - Absolut Citron - Stolichnaya - Stoli Vanilla - Stoli Raspberry - J&B - Dewar's - Johnny Red -  
Kahlua - Crown Royal - Tanqueray - Cuervo - Jack Daniels - Jameson's - Baileys - Kettle One - Amaretto  
Di Saronno - Famous Grouse - Sambuca - Captain Morgan Private Reserve - Irish Mist -  
Bombay Sapphire - Tia Maria  
\$4.50

## Top Shelf Brands

Courvoisier - Gentleman Jack - Chambord - B&B - Makers Mark - Grey Goose - Chivas Regal -  
Drambuie - Grand Marnier - Glenlivet  
\$5.75

## Domestic Keg

1/2 Barrel \$225 = 120 pints - Pints \$3.50 - House Kegs - Leinenkugel Red & Labatt Light

## Domestic Bottled Beer ~ \$3 Import ~ \$3.75

Miller Lite - Labatt - MGD - Budweiser - Bud Light - Michelob Light  
Michelob Ultra - Coors Light - Killian's - Sam Adams  
Heineken - Guinness - Corona - Sierra Nevada

## House Wine Forest Ville \$18 bottle \$5.50 glass

Chardonnay - Pinot Grigio - White Zinfandel - Piesporter - Cabernet - Merlot - Pinot Noir - Shiraz

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail groupsales@michaywe.com

Please add 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

# Hors d'oeuvres



MICHAYWE  
INN THE WOODS

## Cold Appetizer Displays

Trays serve approximately 25 people

**Summer Sausage & Cheese \$70**

Sliced summer sausage, cubed havarti, Colby & Gouda cheeses, marinated olive medley & assorted crackers.

**Domestic Cheese & Cracker Tray \$60**

Horseradish cheese spread, cubed havarti, Colby & Gouda cheeses garnished with grapes, fresh berries & assorted crackers.

**Mexican Layered Dip \$55**

Refried beans with seasoned beef, guacamole & sour cream layered with cheddar cheese & all the garnishes. Served with tortilla chips & salsa.

**Fresh Vegetable Tray \$40**

Assorted seasonal vegetables with buttermilk herb dip.

**Prosciutto & Asparagus \$55**

Blanched asparagus spears & Swiss cheese wrapped in cured Italian ham drizzled with balsamic vinaigrette in leaf lettuce cups.

**Peel & Eat Shrimp**

Poached easy peel shrimp served with cocktail sauce & lemon wedges.  
(approximately 35 shrimp per pound two pound minimum)  
\$17 per pound

**Fresh Fruit & Berries \$55**

Sliced domestic and tropical fruit with fresh berries and banana marmalade cream.

**Smoked Whitefish Dip \$50**

House smoked with garlic toasts

**Greek Tortellini Salad \$40**

Mediterranean dressing, feta cheese, roasted peppers, tomato, Greek olives, red onion, and banana peppers

**Artichoke Bruschette \$40**

With boursin cheese on garlic toasts (25 pieces)

**Turkey Club Lawash \$40**

Pinwheels with Olive (25 pieces)

**Roast Beef \$50**

With apple horseradish on silver dollar rolls (25 pieces)

**Portabella Mushroom \$50**

With alfalfa & tarragon mayo on silver dollar rolls (25 pieces)

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

## *Hors d'oeuvres*



MICHAYWE  
INN THE WOODS

### *Hot Hors d'oeuvres*

Served per 25 pieces

Mini Cheeseburgers on brioche bun \$60

Mini Reuben's corned beef brisket on deli rye \$60

Coconut Shrimp with banana marmalade cream \$80

Bacon Wrapped Shrimp with sweet bourbon glaze \$80

Bacon Wrapped Scallops with teriyaki glaze \$85

Black Bean Cakes with chorizo & coconut curry cream \$50

Stuffed Mushroom Caps with sausage, spinach & cheese \$45

Stuffed Mushroom Caps with roasted vegetables, spinach and feta cheese \$45

Boneless Buffalo Wings with bleu cheese dip \$40

Puff Pastry Pinwheels with ham sharp cheddar & scallions \$40

Mini Quiche Lorraine \$40

Chicken Quesadillas with sour cream & salsa \$40

French Bread Pizza with marinara sauce, cheese & pepperoni \$40

Meatballs house made served barbecue or Swedish style \$40

Spinach & artichoke dip with pita crisps \$55

Brushetta sourdough crouton, basil pesto, oven dried tomatoes, feta cheese \$50

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 18% gratuity to above prices



# Dinner Buffet

**MICHAYWE**  
INN THE WOODS

Prices are per person - Minimum 25 Guests  
Buffet includes: garden salad with ranch and Italian Dressing  
Seasonal fresh vegetable - Chef's choice potato, pasta or rice.  
Fresh baked bread - Coffee tea and fountain soda

**MICHAYWE**  
INN THE WOODS

## *Two Entrée Buffet \$18*

Additional entrees may be purchased for \$3 per person

Please Select two of the following dinner entrees

- Baked Whitefish* - with capers, bell pepper, green onion, lemon butter sauce
- Baked Salmon* - topped with a pesto cream sauce and balsamic tomatoes.
- Sautéed Chicken* - with roasted red pepper cream, parmesan, cracked pepper
- Sautéed Chicken Picatta* - with capers, bell pepper, green onion, lemon butter sauce
- Sautéed Garlic Herbed Chicken* - with white wine butter sauce
- Sautéed Chicken Marsala* - with mushroom marsala sauce
- Grilled Southwestern Chicken* - with sharp cheddar cheese, corn & black bean relish
- Roast loin of pork* - with pineapple salsa or mushroom marsala
- Pot Roast of Beef* - with pearl onions, carrots and rich beef gravy
- Beef & Vegetable Brochettes* - with sirloin, zucchini, bell peppers, onion, bourbon glaze
- Roast Sliced Top Round* - with rich mushroom gravy
- Traditional Lasagna* - with meat sauce, blended cheeses
- Vegetable Lasagna* - zucchini, mushroom, spinach, blended cheeses, herb marinara

## *Chef Attended Carving Stations*

*Roast Breast of Turkey*  
Ginger citrus glaze  
\$4 per person

*Baked Dearborn Ham*  
Honey mustard glaze  
\$4 per person

*Roast Loin of Pork*  
Pineapple salsa  
\$4 per person

*Roast Prime Rib of Beef*  
Au-jus & horseradish cream  
\$6 per person

Cookies or Brownies  
\$2 per person

## *Dessert*

### Chef's Assorted Dessert Table

- Cheesecake
  - Chocolate mousse & Berries
  - Carrot Cake
- \$3 per person

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail groupsales@michaywe.com

Please add 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

# *Plated & Served*

## *Dinner*



MICHAYWE  
INN THE WOODS

Prices are per person 50 person Maximum

All dinners include choice of garden salad with ranch dressing, Caesar salad or cup of soup.  
Coffee & fountain soda.

### *Lake Superior Whitefish*

Fresh filet lightly seasoned and oven baked, topped with a lemon caper butter sauce. Served with wild rice pilaf and chef's vegetable. \$18

### *Pesto Crusted Salmon*

Six ounce filet brushed with traditional pesto and panko crumbed served with balsamic tomatoes, wild rice pilaf and chef's vegetable. \$19

### *Chicken Picatta*

Tender chicken breast dredged in egg batter and sautéed in a lemon caper butter sauce. Served with pasta Alfredo and chef's vegetable. \$18

### *Chicken Roasted Pepper*

Charred chicken breast topped with parmesan cheese, roasted pepper basil sauce, served with roasted new potatoes and chef's vegetable. \$18

### *Roast Prime Rib of Beef*

Hearty twelve ounce cut herb crusted and slow roasted. Served with au-jus, twice baked potato and chef's vegetable. \$20

### *Sirloin Steak*

Twelve ounce charred center cut steak with roasted pepper relish, crispy onion rings, twice baked potato and chef's vegetable. \$19

### *Pot Roast of Beef*

Tender braised chuck roast over fresh whipped potatoes, rich beef gravy, pearl onions and carrots. \$18

### *Roast Loin of Pork*

Herb crumbed and slow roasted served with a mushroom marsala sauce, roasted new potatoes and chef's vegetable. \$18

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail [groupsales@michaywe.com](mailto:groupsales@michaywe.com)

Please add 18% gratuity to above prices



MICHAYWE  
INN THE WOODS

## Combination Plate Dinners



MICHAYWE  
INN THE WOODS

Prices are per person 50 person Maximum

All dinners include choice of garden salad with ranch dressing, Caesar salad or cup of soup.  
Coffee & fountain soda.

### Steak & Shrimp

Our ten ounce sirloin steak with marinated jumbo shrimp brochette, garlic butter, roasted new potatoes and chef's vegetable. \$24

### Chicken & Salmon

Oven baked filet of salmon and marinated chicken breast with sun dried tomato pesto sauce, wild rice pilaf and chef's vegetable. \$20

### Steak & Chicken

Ten ounce charred sirloin steak with a grilled chicken breast, garlic wine butter sauce, twice baked potato and chef's vegetable. \$20

## Themed Dinner Buffet

### Barbeque Buffet

Garden green salad with ranch and Italian dressing - Potato salad - Coleslaw  
Barbeque ribs - Chicken - Roasted new potatoes - Old fashioned baked beans  
Assorted dinner rolls - Fresh cut watermelon  
\$22

### Western Steak Cookout

Garden greens salad with ranch and Italian dressing - Pasta salad  
Baked potatoes with sour cream - Chef's vegetable  
Sautéed mushrooms & onions - Assorted Dinner rolls

Choose one

12 ounce New York Strip \$20

(Cooked to medium)

14 ounce Frenched Pork Chop \$19

Michaywe Inn The Woods  
1535 Opal Lake  
Gaylord Mi. 49735

Telephone 989-939-8919 ext. 19  
Fax 989-939-8511  
e-mail groupsales@michaywe.com

Please add 18% gratuity to above prices

# Room Options and Equipment

## Clubhouse

<u>Room capacity</u>	<u>banquet</u>	<u>classroom</u>	<u>theater</u>	<u>stand up reception</u>
Wildlife Saloon	up to 40 guests	N/A	N/A	N/A
Main Dining Room	“ 70 “	40 or less	N/A	N/A
Terrace Room	“ 80 “	60 or less	N/A	up to 125 guests
Upper Deck	“ 80 “	N/A	N/A	
Bridgeview Room	“ 150 “	80 or less	180 or less	up to 225 guests

The number of guests accommodated is subject to number and style of tables used. The Food & Beverage Manager will suggest best layout to accommodate guest's comfort and safety.

- The Bridgeview Room may have round or six foot banquet tables.
- The Terrace Room is set with square tables that slide together to accommodate the number of guests required.
- Meeting set up includes: tables and chairs
- Banquet set up includes: tables, chairs, complete dinnerware and service.

Private room fees are determined by size of the group, the room required and the season of the year. July and August being the peak months.

## Equipment

Podium	N/C	Overhead Projector	\$25.00
Easel	N/C	Slide Projector	\$25.00
AV Projector	\$25.00	TV / VCR or DVD	\$25.00
Microphone	\$15.00	Screen	\$10.00
LCD Projector	\$25.00		
Folding chairs	(\$175 set up fee for outdoor wedding)		
Portable Dance Floor	\$100.00	May be set up in Terrace Room.	

## Room Use Fees

<b>Room or Area</b>	<b>Regular Rate</b>	<b>Peak Rate*</b>
Terrace Room with access to the deck	\$150.00	\$300.00
Bridgeview Room with access to patio	\$150.00	\$300.00

\*Peak Rate is any Friday, Saturday or Sunday in June, July or August.

# Michaywé

## Custom Group Sales Policies

Michaywé is pleased to assist you in making your event memorable for your guests and manageable for you. Please consider this as a guide to our services. If you have a special request we will do our best to honor it, if at all possible.

Our policies help us manage our business efficiently and offer you assurance of the finest quality service we can provide you for complete satisfaction with your event.

Thank you for considering Michaywé; we look forward to serving you.

### Group Policies and Guidelines

For groups with 20 or more guests all arrangements are made with the Food & Beverage Manager. Groups of 20 or more require:

- Special space and/or room set up
- Custom staffing and service preparations
- Special menu offerings
- Specific billing and payment procedures

### Room options

Private event rooms are possible based upon availability, number of guests, type of event and are subject to a room use fee. See chart for room set up options and use guidelines.

Private banquet and meeting rooms are non-smoking only.

### Entertainment, Equipment and Decorations

Audio visual equipment is available for an additional charge. Please see chart for availability and use fee.

Entertainment, entertainers, and/or equipment required may be arranged with the Food & Beverage Manager and may be subject to approval.

Guests may not affix anything to the ceilings or walls of the rooms. Decorations and displays need to be approved by the Food & Beverage Manager. Time to set up or decorate prior to an event must also be scheduled.

All damages to the building or equipment by a guest will be the financial responsibility of the group host. Michaywé will not assume responsibility for the damage or loss of any merchandise or personal articles brought in by the guests or group host.

Once an event has begun, extra tables and chairs will not be added by guests or staff.

### Food and Beverage Policies

All food and beverages must be purchased, prepared and served by and from Michaywé. For health and food quality standards, buffet food will not be left out for more than 90 minutes. Food prepared is to be consumed at the function. The health department license for Michaywé does not allow for the removal of food or beverage from a banquet event.

Wedding Cakes and other special event cakes may be provided by the host but are subject to prior approval of the Food & Beverage Manager. Slicing and serving fee is \$1.00 per guest and includes plates, forks and napkins.

Food service options that require an attending chef are subject to a \$50.00 service fee.

Alcoholic Beverages and other non-inclusive beverages are charged on a consumption basis. As a licensee we are responsible for the sales and service of all alcoholic beverages on property. The Michigan Liquor Control Commission prohibits us from allowing you to provide your own alcoholic beverages including wine and champagne. Guests will be asked to show proper identification for service. The banquet manager and/or bartender will determine if service to a guest or group needs to be discontinued.

Menu offerings and prices are subject to change without notice. Food and beverage prices are guaranteed 90 days prior to the scheduled date.

To provide your guests the best service and meal offering we request dinner events held on Friday and Saturday evenings to be served by 7:00 PM or earlier or 8:00 PM or later. This allows for you and your guests to receive optimal service and our kitchen to best serve all of our guests.

### Deposits , Guarantees and Cancellations

A deposit of \$100.00 is required to reserve a date for all special events. The deposit is credited to the final total of the bill at the end of the event. The deposit is forfeited if the event is cancelled less than 6 months prior to the event date.

Some room set ups and menu offerings have minimum and/or maximum attendance requirements. The minimum number of expected guests is required four business days prior to the event. Changes in the original anticipated number and the guaranteed number may result in changes to room set up and meal offerings requested. If the final number is not confirmed as required, the original anticipated number will be used for preparation, set up and billing. Each menu offering will have specific guarantee requirements for its service.

All selections for food and beverage and expected guest count will be finalized no less than 14 days prior to the event. Changes may be made up to 7 days prior to the event but will be subject to a \$200.00 change fee.

### Billing, charges and payment

An 18% gratuity and a 6% Michigan sales tax will be applied to all food and beverage purchases. Tax exempt groups must provide a copy of their tax exemption certificate at least 7 days prior to the date of the event. Tax will be applied if the certificate is not provided.

All events are to be paid in full upon conclusion of the event. The deposit will be applied to the final bill as a credit.

All group events require one check or credit card for payment. Separate checks are not available for groups of 20 or more guests.

Checks are payable to: Pines Club Corp.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michaywe Food & Beverage Manager

\_\_\_\_\_  
Date