



# 2019 Wedding Guide

TS&M Woodlawn Golf Club

Hwy 47 South

Estevan, Sk. S4A 2A3

(306) 634-2020

[www.estevangolf.com](http://www.estevangolf.com)

## Dinner Buffets

\*\* Prices Do Not Include GST & Gratuity \*\*

### Carved Roast Beef Dinner

Our succulent Roast beef served with gravy and your choice of potato, two salads, vegetable and bread.  
**\$26.95**

### Roasted Turkey Dinner

Turkey with Dressing, and Gravy, with your choice of potato, two salads, vegetable and bread.  
**\$25.95**

### Honey Glazed Ham

Ham Dinner served with your choice of potato, two salads, vegetable and bread  
**\$22.95**



**Potato Choices:** Baked, Roasted, Scalloped or Mashed  
**Vegetable Choices:** Honey Dill Carrots, Broccoli  
**Salad Choices:** Pasta, Caesar, Tossed, Marinated Vegetable  
**Bread Choices:** Fresh Rolls or Garlic Toast

We will add Dessert for \$3.50-\$5.00/person depending on choice from the following:  
**Homemade Tart and Ice Cream**  
**Cheesecake**  
**Chocolate Brownies**  
**Assorted tray of desserts**

## Banquet Bar Service

*We are pleased to offer the following Bar Service Options for your event. Whether you choose one or a combination of service options for your functions, our prices are competitive and designed to meet your budget.  
 (Wine Prices Will Vary)*

### Option 1

#### Host Bar

The convener pays for all drinks (15% gratuity added to final invoice)

### Option 2

#### Loonie/Toonie Bar

The guest pays a nominal charge for a drink and the balance is billed to a convener (15% gratuity added to the final invoice.)

### Option 3

#### Drink Tickets

The convener may purchase drink tickets for dispersal to guests (15% gratuity added to final invoice.)

### Option 4

#### Cash Bar

Guests pay for their own drinks and gratuities are at the guests discretion.

### Bar Prices

Highballs (well)	\$5.50	Cocktails	\$6.00	Juice	\$2.75
Premium spirits (by request)	\$6.00	Coolers	\$7.00	Pop (fountain)	\$2.00
		Beer	\$5.50		

### Toonie/Loonie Host Paid Portions

Highballs (well)	\$2.00/\$3.50
Cocktails	\$2.00/\$4.00
Beer	\$2.00/\$3.50

## 2019 TS&M Woodlawn Golf Club Wedding Agreement & Policies

### **Contracts, deposits, payments and cancellations**

- In order to confirm you event date, TS&M Woodlawn requires the signed contract and a \$700 deposit. No exceptions.
- A valid credit card number is required at time of booking to be listed in the wedding file.
- All deposits are non-refundable and non-transferable.
- All cancellations are required in writing **sixty five (65) days** prior to the events scheduled date.
- Should you cancel within **sixty five (65) days** prior to your event date, the remaining balance of food and beverage will be charged to your credit card on file.
- Any balances not received by due date will be processed on the credit card on file. This includes the final balance following the booking..
- TS&M Woodlawn is not responsible, nor has the capacity to store any items prior to, or following your event.
- The room designated for your booking will be available a minimum of one **(1) business day** prior to your event booking. The restaurant will make every attempt possible to have the room available earlier however will not be responsible for lost or stolen articles.
- TS&M Woodlawn will allow you to park a storage unit for **twenty-four (24) hours** prior to and **twenty-four (24) hours** following your event. The storage unit must be pre-approved by TS&M Woodlawn
- TS&M Woodlawn is not responsible for any lost, stolen or damaged items prior to, during or after the course of your event.
- Decorations – No tape, tacks, nails or glue is to be used for decorating. All decorations must be removed by 9:00AM the following day
- **Hosting an event with us does NOT INCLUDE paid entry into Woodlawn Regional Park. You must contact the park to make arrangements for entry for your guests. Please call 306-634-2324 asap to request information.**

### **Food and Beverage**

- TS&M Woodlawn will have first right of refusal to host the banquet in the restaurant. The minimum number of guaranteed guests will be what is used for product ordering. Minimum numbers cannot be decreased but may be increased up to **ten (10) business days** in advance of the event.
- **Due to licensing requirements and quality control issues, all beverages to be served on the premises must be supplied by the TS&M Woodlawn Golf Club.** Unauthorized beverages are not allowed and strictly enforced.
- The function room will be available for all groups until **one (1) hour** after last call. Last call will be made upon the Food & Beverage Supervisor's discretion.
- Selling or serving liquor by the manufacture or registered representative is prohibited.
- Liquor for sampling must be purchased from the restaurant.

### **Guarantees**

- We request a tentative number of guests at time of contract.
- A confirmed menu and all other requirements will be required **fourteen (14) business days** prior to your booking
- A guaranteed number of meals must be received **ten (10) business days** prior to the event. Guarantees are not subject to a reduction.
- All hosted food and beverage services are subject to a 15% service charge and taxes and are not included in menu pricing.
- All prices are subject to change based on market conditions.

Your signature below constitutes that you understand and will abide by the terms and conditions as outlined in this TS&M Woodlawn Wedding agreement & policies document. Your reservation will only be held on a tentative basis pending the receipt of the \$700.00 initial deposit. Upon receipt of the deposit, your reservation will be fully protected and blocked for your group. ALL PRICES IN PACKAGES AND MENUS LISTED DO NOT INCLUDE TAXES & GRATUITIES. Cancellations must be received a minimum of 65 days prior to the wedding date to receive a full refund.

#### **Initial Deposit Payment:**

CC#: \_\_\_\_\_ Expiry: \_\_\_\_\_ CVC: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ TS&M Woodlawn Representative: \_\_\_\_\_

## Wedding Checklist

### Bride

Full Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

How Many Guests are Expected? \_\_\_\_\_

How Many Children are Expected?

5-12 \_\_\_\_\_ 4 & Under \_\_\_\_\_

Guest Arrival Time: \_\_\_\_\_

Cocktail Run: \_\_\_\_\_

Bar Opens & Runs: \_\_\_\_\_

DJ Set Up Time: \_\_\_\_\_

Guests to be Seated Time: \_\_\_\_\_

Wedding Party Entrance: \_\_\_\_\_

Dinner to be Served: \_\_\_\_\_

Program Runs: \_\_\_\_\_

Cake Cutting: \_\_\_\_\_

### Groom

Full Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Dance Runs: \_\_\_\_\_

Late Night Lunch: \_\_\_\_\_

Head Table (#of guests): \_\_\_\_\_

Round Tables of 8 (#): \_\_\_\_\_

Cake Table (Y/N) \_\_\_\_\_

Guest Book Table (Y/N): \_\_\_\_\_

Gift Table (Y/N): \_\_\_\_\_

DJ Table(Y/N): \_\_\_\_\_

Napkins (Y/N): \_\_\_\_\_

Table Linens(Y/N): \_\_\_\_\_

Podium & Microphone(Y/NN): \_\_\_\_\_

## Wedding Agreement

Wedding Name: \_\_\_\_\_

Wedding Date: \_\_\_\_\_

Reservation Time: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ Date Confirmed By (14 days prior) \_\_/\_\_/\_\_

Number for Dinner: \_\_\_\_\_ Time of Dinner: \_\_\_\_\_

Meal Selection: \_\_\_\_\_

Wedding Contact: \_\_\_\_\_ Date Confirmed By (10 days prior) \_\_/\_\_/\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_

### Wedding Package Selection:

- |                          |  |               |
|--------------------------|--|---------------|
| <input type="checkbox"/> | Carved Roast Beef Dinner/ \$26.95 per person | add on: _____ |
| <input type="checkbox"/> | Roasted Turkey Dinner/\$25.95 per person     | add on: _____ |
| <input type="checkbox"/> | Honey Glazed Ham Dinner/\$22.95 per person   | add on: _____ |