

Forest Highlands



2010

Catering Procedures

To ensure a well-planned and successful event, please review the following policies that have been established regarding our catering procedures.

Menu Selections

Please consider the enclosed menus a starting point in planning your event. The culinary staff at Forest Highlands Golf Club takes great pride in creating unique menus to make your special affair truly memorable.

Entrée selection on all banquet menus is limited to one choice or one duet plate.

Prices

All prices are subject to change without notice due to market fluctuations. Prices will be confirmed at least 60 days prior to the event.

A 20% service charge and 7.725% state sales tax will be added to all food and beverage items.

Event Booking

In order to reserve a date for your event, Forest Highlands Golf Club requires a non-refundable initial deposit. Weekend events require a \$1,000 deposit while weekday events require a \$500 deposit. We are happy to hold a date on a tentative basis; however, the date is not definite until the deposit is received.

Also, 50% of the estimated total bill will be due 4 weeks prior to the scheduled date.

This 50% payment will be deducted from the final cost at the conclusion of the event.

All Catered events are charged on one bill and must be paid in cash, check, credit card, or member charge. Non-members are required to provide a credit card number at the time of booking. If payment is by credit card; arrangements must be made prior to the event. All accounts are payable at the conclusion of the event.

All Members or sponsored non-members are responsible for compliance to the Associations' CC&Rs, Bylaws and Rules and Regulations. Copies are available for review in the Administration Offices. The member sponsoring the event is responsible for the cost of the event if the non-member does not pay.



Guarantees and Cancellations

The Food and Beverage Director or Catering Director must be notified of the confirmed number of attendees by 12:00 Noon, three (3) business days prior to the function. This number will be considered a guarantee, not subject to reduction. Charges will be based on the final guarantee or the actual number attending, whichever is greater. National Holidays are not considered working days and should be taken into consideration when submitting guarantees.

Should you need to cancel your event, the following refund policy of your deposit is in effect.

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| a. Four (4) weeks or more from the event | Initial Deposit will be refunded if the date can be re-booked. |
| b. Within (4) weeks | Initial Deposit is non-refundable. |
| c. 72 Hours or less | 50% of the estimated total bill is non-refundable. |

Food and Beverage

No food and beverage of any kind may be brought into Forest Highlands by the Member, or any of the Member's guests or invitees.

The Forest Highlands' facilities are available for up to five hours for each booking. Functions wishing to stay longer than this specified time allotment must make arrangements with the Club in advance. There will be a charge of \$275 per hour for each additional hour.

Set-up and Room Rental Fees

Set-up fees may apply for any set-up deemed to be "above and beyond" the normal. This will be determined at time of booking.

A fee may be incurred to insure the exclusive use of certain Forest Highlands outdoor facilities such as the barbecues at the Covered Bridge Park and the Sports Park.

A room rental fee may be charged for Wedding Receptions, Events and Meetings ranging from \$50.00 to \$600.00 according to room selected and set-up required for the event.

For weddings at Forest Highlands Golf Club the use of confetti, bird seed, rice, etc. is prohibited.



Services

A Chef's charge of \$35.00 per hour per chef will be charged for any carving, grill or sauté station booked for the function. A two-hour minimum is required for these options. The charges will be determined at time of booking.

A fee of \$75.00 per bartender will be incurred if the final guarantee is fewer than 50 people.

Valet parking is required for all clubhouse events. One valet attendant is required for every (50) guests in attendance. There is a \$75.00 per valet charge for this service. If the event is held at a private home, it is the Member's responsibility to advise the valet about parking limitations. It is the Member's responsibility to receive the appropriate permissions from Security and neighbors.

A limited supply of audio visual equipment is available through the club. Catering will be pleased to supply a list of equipment and pricing.

Rental equipment such as chairs, tables, dance floor, grills, lighting, and other supplies may be necessary to equip your event. Rental equipment can be arranged directly through the club. Equipment that we do not provide will be subject to a 10% handling fee.

Guest List

It is the responsibility of the member or sponsored non-member to give a guest list to Catering 72 hours before the function. This is necessary to avoid any problems with entry to Forest Highlands Golf Club.

Catering must also be informed 72 hours in advance, of any vendor, delivery, media, etc. who will be entering Forest Highlands property in conjunction with the function.

Liability

Members or sponsored non-members are responsible for any damage to function rooms or any other part of Forest Highlands' property that occurs during the function by the Member, their guests, invitees, employees, independent contractors or other agents under the Customer's control. Forest Highlands Golf Club reserves the right to withhold the deposit to pay for such damage.

Forest Highlands will not assume or accept any responsibility for damage to or loss of any merchandise or articles left prior to, during or following the function.



Reception

Cold Hors D' Oeuvres

**Phyllo Cup Filled with Smoked Salmon Dill Cream
Bruschetta with Mozzarella, Basil and Fresh Garden Tomatoes
Crispy Duck Won Tons Sweet Ginger Sauce
Brie with Raspberry on Toasted Brioche
Beef Carpaccio, Whole Grain Mustard on Toast Point
Tuna Tartar with Black Caviar
Shrimp with Mango Salsa on Crisp Tortilla Wedge
Ahi Sashimi
Thai Peanut Chicken on Crostini**

Hot Hors D' Oeuvres

**Mini Dungeness Crab Cake with Red Pepper Aioli
Coconut Fried Shrimp and Pineapple Dipping Sauce
Seared Sea Scallop Wrapped in Bacon
Mushroom Caps Filled with Boursin
Crispy Chicken Empanadas
Shrimp Pot Stickers
Chicken and Green Onion Skewers with Soy-Sesame Dipping Sauce**

10.00 per guest

Choice of three

(Each individual Hors D' Oeuvres is portioned at one piece of each selection per person)

**All Prices Are Subject To 20% Service Charge and 7.725% Sales Tax
Prices Subject To Change**



Prix Fixe Seated Dinner

Includes one starter course, one main course and one dessert

Starter Course

Please Select One Salad or One Soup

Salads

**Organic Field Greens with Beets, Candied Pecans and Goat Cheese,
Blood Orange Vinaigrette**

Mixed Greens with Balsamic Vinaigrette

**Salad of Tender Baby Greens with Walnuts, and Blue Cheese
Champagne Vinaigrette**

**Butter Lettuce Salad with Orange Sections, Toasted Pistachios
Golden Balsamic**

Classic Caesar Salad with Olive Oil Croutons

**Baby Spinach Salad with Proscuitto, Cherry Tomatoes and Goat Cheese,
Fig and Balsamic Vinaigrette**

**Caprese Salad with Slice Buffalo Mozzarella, Ripe Garden Tomatoes
And Olive Oil**

Soups

**Smoked Salmon and Corn Chowder
Roasted Red Pepper**

**Wild Mushroom with Truffle Oil
Heirloom Tomato Soup with Basil
Butternut Squash**

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Seated Dinner

Main Course

Please Select One of the Following
All Main Courses are served with seasonal accompaniments

Grilled Filet of Beef \$38.50
Cabernet Demi Glace

Wok Char Salmon \$35.50
Cranberry Citrus Glaze

Pan Seared Breast of Organic Chicken \$32.50
With Roasted Garlic Jus

Kuraboto Rack of Pork \$35.50
With Bacon and Apples

Maple Leaf Farms Breast of Duck \$35.50
Pinot Noir Reduction

Pan Seared Halibut \$38.50
With Cilantro-Lime Beurre Blanc
Toasted Pistachio

Soy and Lemon Butter Basted Grilled Salmon \$35.50

Mixed Duet

Petite Filet of Beef with Demi Glace \$41.50
And Grilled Seasonal Fish

Pan Seared Breast of Organic Chicken \$38.50
And Grilled Seasonal Fish

Menus include bread, coffee and tea service
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Seated Dinner

Dessert

Please Select One of the Following

Molten Chocolate Cake

Tiramisu

New York Style Cheese Cake

Bittersweet Chocolate Pate

**Blueberry Cobbler
With Housemade French Vanilla**

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Beverage Selections

Hosted Bar

Premium	\$5.50 per drink
Deluxe	\$6.00 per drink
Top Shelf	\$6.50 per drink
Cordials	\$6.50 and up
F.H. Margaritas	\$7.00 per drink
Domestic Beer	\$4.00 per bottle
Imported Beer	\$4.50 per bottle
Soft Drinks	\$2.00 per drink
Bottled Water	\$2.50 per drink

Selection of Wines

	Per Glass	Per Bottle
Columbia Crest Chardonnay	\$6.00	\$24.00
Columbia Crest Cabernet	\$6.00	\$24.00
Columbia Crest Merlot	\$6.00	\$24.00
Raymond Chardonnay	\$8.00	\$32.00
Hess Cabernet	\$8.00	\$32.00
Castle Rock Pinot Noir	\$8.00	\$32.00
Cristalino "Brut" N.V.	\$6.00	\$24.00

We also offer a fine list of premium California wines from the best producers. Our staff will help you to select the exact wines that will best suit your menu.

A fee of \$75.00 per bartender will be incurred if the final guarantee is fewer than 50 people.

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