

Country Club of Johnston County

Clubhouse Charges

Member Grill Room - \$125 per hour – four hour minimum – up to 20 people

CCJC Members - \$75 per hour

Half the Ball Room - \$350 per hour – four hour minimum – up to 50 people

CCJC Members - \$275 per hour

Food will be deducted from the Room Charge Cost for Member Grill Room

GRILL MENU

Chef Salad - \$14++

Pub Bruger - \$13++

Chicken Quesadilla - \$14++

Wedge Salad - \$15++

Mozzarella Sticks (10) - \$12++

Salads served w/ Rolls – Burger & Quesadilla served with Fries or Chips

Ball Room - \$500 per hour – three hour minimum – up to 100 people

CCJC Members - \$400 per hour

Additional Fees

- \$15 per tablecloth
- \$25 per bartender per hour of the event plus and hour to set up and an hour to clean up
- \$100 cleaning fee

Country Club of Johnston County Rental Agreement

This agreement for the usage & rental of Country Club of Johnston County (the "Venue") is made today,
DATE by and between Country Club of Johnston County and

Name ("Renter").

The Renter desires to temporarily rent, occupy, and make use of the CCJC Member / Ball Room located at
694 Country Club Road, Smithfield, NC 27577.

Date of Event: _____

Room: _____ Time: _____

Number of Guests: _____

Deposit – 50% of Estimated Bill & \$500 Security Deposit: _____

Signed: _____

Printed Name: _____

Email: _____ Phone _____

CCJC Signature: _____

Reservation / Booking Fees

- Fees will be determined at the time of booking, and a **non-refundable** initial payment will be required at that time when booking the Ball Room or Member Room.
- The remaining balance terms are established in the agreement and are also non-refundable payments towards the balance. All payment balances and a \$500 security deposit are due not less than **30 days prior to the scheduled event.**
- In the event there is damage to the property and/or excessive cleaning is needed following your event, Renter understands that the security deposit on file will be used to cover these expenses. This applies

to all areas of the facility, including grounds. Renter further agrees to assume responsibility for the cost of damages above and beyond that of the security deposit.

- The \$500 Security Deposit will be refunded after the event (within 4 weeks) provided the facility is left in good condition and requires no excessive cleaning beyond normal use.

Caterers

- All food served at CCJC that is prepared by a caterer must be prepared in a licensed, inspected facility with a Grade A sanitation rating. **To ensure the success of your Event or Wedding Day, choose your caterer from our list of approved caterers.** These companies meet our strict standards before being granted the privilege of serving our clients.

Alcoholic Beverages

- You may not supply your own alcoholic beverages. CCJC has an exclusive Bar & Beverage service to meet every need. Self-serve alcohol is **NOT** permitted.
- Clients are responsible for monitoring the alcohol consumption and behavior of their guests.
- CCJC reserves the right to end any event immediately if the above policies are not followed.

Smoking

- Smoking inside of CCJC Clubhouse is strictly prohibited. A cleaning fee is assessed if this rule is not strictly adhered to.

Florist/Decorations

- Your florist may add to our decorations.
- CCJC is not responsible for any personal items brought on property or left overnight.
- Client decorations and personal items are to be removed, and all areas returned to their original condition at the end of your event.

Music

- Live music and DJ's are acceptable.

Set Up / Tear Down / Cleaning

- The caterer is responsible for set up, break down, and cleaning the food areas.
- Clients assume responsibility for cleaning the premises of all personal items brought into the premises.

- Only real flower petals may be used on the property. No artificial rose petals please.
- No confetti poppers or glitter may be used. Bubbles are recommended.

Guests

- Clients are responsible for the behavior of their guests. Clients and guests are to always conduct themselves in a responsible manner.
- Children must be supervised at all times.



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