

Bennett Valley Golf Course

Montgomery High School Reunion Saturday, September 13, 2025

BANQUET EVENT ORDER

ACCOUNT: Chris Jones**CONTACT:** Chris Jones**PHONE:** 707-799-5502**EMAIL:** chris@thjmedia.net**SALES MANAGER:** Jessica Schroeder**PHONE/EMAIL:** 707-852-1162 ext.100 / jschroeder@bennettvalleygolf.com

Name	Date	Time	Areas	Event Type	Guests
Montgomery High School Reunion	9/13/2025	5:00 pm – 10:00 pm	Iron & Vine Ballroom	Dinner	75

TIMELINE

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3:00 pm | Client Arrival / DJ/band sets up

5:00 pm | Guest Arrival, Non Hosted Bar Open and Charcuterie Out

5:15 PM - 8:15 pm | DJ's on

5:30 pm | Pass two of the appetizers

6:30 pm | Other two apps displayed (with charcuterie)

8:00 pm | Desserts Out

8:30 pm | Band plays (til 10)

9:30 pm | Last Call for Bar | Closes at 10

10:00 pm | Guests Depart

Price Total

FOOD

Price Total

APPETIZERS | *Passed* *Vendors OK to be offered food, as they are friends of the event contacts*

75	Wild Mushroom Puff Pastry Thyme Cream	\$6.00	\$450.00
75	Ancho Chicken Confit Blue Corn Tostada, Cilantro Crema GF	\$6.00	\$450.00
75	Pinot Grigio Poached Prawn House Cocktail Sauce GF	\$6.00	\$450.00
75	Roasted Tomato Bruschetta Whipped Chevre, Sourdough Crostini	\$6.00	\$450.00

APPETIZER STATIONS

75	Cheese & Charcuterie Board Assorted Local Cheeses, Dried Fruit, Flatbread Crackers, Local Salumi, House Grainy Mustard, Grissini	\$23.00	\$1,725.00
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DESSERT | *Stationed*

75	Assorted Cookies Choose 2: Chocolate Chunk & Peanut Butter Chocolate	\$6.00	\$450.00
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BEVERAGES

		Price	Total
	BEVERAGE MENU		
1	Soft Beverage Station: Coffee & Tea (Included with appetizers)		
1	FULL NON HOSTED EVENT BAR		

SETUP

	Price	Total
EVENT SET UP		
Room Set Up: See Diagram		
Decorations: client provided table mirrors, and red and white votive candles, flowers in vases, and balloons.		
Dessert Table - See diagram		
Venue Owned Chalk Board Sign "Welcome Vikings Class of 1985"		
AV/ MUSIC / ENTERTAINMENT		
Venue provided projector and screen, microphone and podium client provided laptop		
Music: DJ & Band Provided *guests of the event*		
LINENS		
Table Linen: Black		
Cocktail Napkins		
TABLE SETTINGS		
Centerpieces: provided by client		
Additional Charge for Event Overtime: Please note that if any of your guests exceed the designated timeframe outlined in the event order document, a fee of \$500 per hour will be charged. Events and music must end at Iron & Vine must end at 10pm		
PACKET CONTENT		
Venue Provided		
Printed Appetizer Menu		
Printed Bar Menu		

BILLING

		Total
Food		\$3,975.00
Subtotal		\$3,975.00
Mandatory Surcharge	22.0%	\$874.50
Sales Tax	10.0%	\$484.95

Gratuity			\$350.00
Venue Fee *WAIVED \$1,000 VALUE for event space / \$2,500 Value for an entire buyout*			\$0.00
Grand Total			\$5,684.45
Estimated Amount Due			\$4,434.45
F&B Minimum	\$3,975.00 Total		
	-\$3,975.00 Met		
Deposit (Credit Card 2689 Visa)		Paid 2/12/2025	-\$1,250.00

Client Signature