

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	85

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**

50	Wild Mushroom Puff Pastry Thyme Cream	\$6.00	\$300.00
35	Roasted Carrot Hummus Cucumber, Za'atar GF Vegan	\$6.00	\$210.00
85	Ancho Chicken Confit Blue Corn Tostada, Cilantro Crema GF	\$6.00	\$510.00
85	Pinot Grigio Poached Prawn House Cocktail Sauce GF	\$6.00	\$510.00
85	Roasted Tomato Bruschetta Whipped Chevre, Sourdough Crostini	\$6.00	\$510.00

APPETIZER STATIONS

85	Cheese Board Assorted Local Cheeses, Dried Fruit, Flatbread Crackers with Crudite and Vegan Dip	\$15.00	\$1,275.00
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DESSERT | Stationed

75	Assorted Cookies Choose 2: *Cookies for 75 OK*	\$6.00	\$450.00
	Chocolate Chunk & Peanut Butter Chocolate		

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	\$3,765.00
Subtotal	\$3,765.00
Mandatory Surcharge	22.0% \$828.30

Sales Tax	10.0%	\$459.33
Gratuuity		\$350.00
Venue Fee *WAIVED \$1,000 VALUE for event space / \$2,500 Value for an entire buyout*		\$0.00
Grand Total		\$5,402.63
Estimated Amount Due		\$4,152.63
F&B Minimum	\$3,765.00 Total -\$3,765.00 Met	
Deposit (Credit Card 2689 Visa)	Paid 2/12/2025	-\$1,250.00

Client Signature