

Bentley Golf Club Limited

Ongar Road, Brentwood, Essex, CM15 9SS



Dear

Thank you for your recent enquiry regarding our function facilities.

Bentley Golf Club is situated just off the Main Road (A128) in between busy Brentwood and peaceful Ongar, set amongst one of the finest golf courses in Essex and surrounding Counties.

We have an unchallenged reputation for providing tailor made wedding receptions, conferences and social functions. We aim to provide the highest standard of service and quality with a personal touch that will guarantee your day to be the most memorable for you and your guests.

Please find enclosed: -

Terms & Conditions

Function Room Hire

Menus – Prices are a guide only

The enclosed menus are an example of what we can provide. However if you have a different menu in mind we will be happy to discuss this with you and provide an alternative quotation.

If you wish to view or book the function rooms or have any further questions, please do not hesitate to contact us on the above number.

We look forward to hearing from you.

Yours sincerely

For and on behalf of Bentley Golf Club

Telephone: (01277) 373179 Fax: (01277) 375097 Professional:(01277) 372933

Restaurant:(01277) 373984 E-mail: secretary@bentleygolfclub.com

Managing Secretary: Andy Hall

VAT No: 833 0884 27 Co. Reg. No. 04992281

HIRE CHARGES

FUNCTION SUITE HIRE
£400.00

YOUR FUNCTION SUITE HIRE IS A NON-REFUNDABLE
DEPOSIT

**FUNCTION SUITE HIRE WILL BE WAIVED IF CATERING AND
RECEPTION DRINKS AMOUNTS TO £1,000.00 OR MORE**

All prices are subject to review.

GENERAL INFORMATION

Function Suite

The restaurant seats up to 100 people for a sit down meal, and 120 people for a buffet. Please note the restaurant/ Function Suite is a non-smoking area.

Bar

The bar will be open on your arrival and close at 12 Midnight.

CONFIRMATION OF BOOKING

I have read, understand and agree with the terms and conditions of: -

**BENTLEY GOLF CLUB LTD
Ongar Road
Brentwood
Essex
CM15 9SS**

NAME:

.....

ADDRESS:

.....
.....
.....

TELEPHONE

.....

DATE OF
FUNCTION

.....

TYPE OF FUNCTION

.....

NON-REFUNDABLE
DEPOSIT

.....

DATE
PAID

.....

FUNCTION SUITE
HIRE

.....

Signed

Date

.....

TERMS & CONDITIONS

These terms and conditions are binding upon any person, club or organisation hiring facilities at Bentley Golf Club.

1. The person signing the confirmation form shall be deemed the hirer. No transfer shall be allowed.
2. A non-refundable deposit of YOUR FUNCTION SUITE HIRE must be submitted with a signed copy of the confirmation form. The company will not confirm the booking unless a deposit has been paid.
3. The full cost of function food and room hire must be paid in full 8 weeks prior to the function. No refunds for cancellation of meals will be given.
4. The precise number of persons attending a function will be at the discretion of the function manager following discussion with the hirer. The hirer shall then be responsible for ensuring that these limitations are observed and that all terms and conditions of the company are obeyed.
5. The company will supply the provision of ALL food and refreshment.
6. Please note that for your own safety and to comply with health and safety legislation all food will be disposed of at the end of the function and we are not permitted to allow you to take any uneaten food home.
7. The company will not be liable for any loss or damage sustained to any article left on the premises however caused.
8. The facilities may only be used for the purpose specified on the confirmation of booking.
9. The hirer shall be liable on demand for any damage to the premises or the fixtures, fittings, furniture and any articles belonging to the company this includes linen. The company whose decision shall be final shall assess the cost of such damage. The hirer shall ensure that there is no interference whatsoever within and during the period of hire with the fire extinguishers except in the case of emergency.
10. The hirer shall not allow any disorderly, dangerous, improper or illegal conduct during the function. The manager may order the immediate, total or partial clearance of the premises if such action is necessary.
11. All vehicles and property left in the car park will be entirely at the owners risk and the company will not accept responsibility for any loss or damage howsoever caused.
12. In the event of a refusal to comply with these conditions or any reasonable instructions by the company, the hirer and any persons attending functions may be excluded from the premises. The hirer will however remain liable in respect of all charges.

The company reserves the right to amend or vary these conditions and prices quoted or impose additional conditions or changes.

FINGER BUFFET

MENU A

Assorted Bridge Rolls
Assorted Sandwiches
Puff Pastry Various Fillings
Cocktail Sausage
Vol-au-Vents
Vegetable Dips
Crisps & Nuts
£11.00

MENU B

Assorted Bridge Rolls
Assorted Sandwiches
Puff Pastry Various Fillings
Cheese & Tomato Pizza Slices
Cocktail Sausages
Buffet Savoury Eggs
Fingers Of Quiche
Chicken Wings of Fire
Crisps & Nuts
£12.75

MENU C

Assorted Sandwiches
Assorted Bridge Rolls
Puff Pastry Various fillings
Cocktail Sausages
Sausage Rolls
BBQ & Chilli Chicken Drumsticks
Four Cheese Quiche Squares
Smoked Salmon Canapés
Crisps & Nuts
£13.95

FINGER BUFFET EXTRAS – WILL SERVE 25 PEOPLE

1.	Celery Logs with Cream Cheese	£14.50
2.	Garlic Battered Chicken Goujons	£22.50
3.	Chicken Sate with Dip	£29.25
4.	Mini Thai Selection	£24.00
5.	Mini Vegetable Samosas	£20.25
6.	Mini Wrap Selection	£24.25
7.	Gala Pie with Egg	£37.50
8.	Imperial Dim Sum	£30.75
9.	Luxury Canapé Assortment	£37.50
10.	Assorted Petit Fours	£19.50
11.	Assorted Quiche	£15.00
12.	Chicken Wings of Fire	£15.25
13.	Cheese & Tomato Pizza Slices	£15.00
14.	Japanese Style Breaded Prawns	£31.50
15.	Smoked Salmon Canapés	£21.75
16.	Mixed Selection of Sushi with Dipping Sauce	£60.00

Please note all the above do not include tea / coffee which are available at a cost of £2.50 per person for 2 breaks and jugs of fresh orange available at £6.00 per jug, bottled water available still or sparkling £2.50 per bottle.

DRESSED BUFFET

Sliced Roast Beef
Sliced Roast Norfolk Turkey
Honey Roast Gammon Ham
Assorted Quiche
Vegetable Pizza Slices

PLEASE CHOOSE 3 FROM THE FOLLOWING

Homemade Coleslaw
Homemade Potato Salad
Mixed Green Salad with Dressing
Homemade Waldorf salad
Homemade Pasta Salad
Savoury & Mixed Vegetable Rice
Jacket Potato with Filling
New Potatoes

PLEASE CHOOSE EITHER

French Bread & Butter
Or
Assorted Rolls & Butter
£18.50 Per Head

HOT SERVED BUFFET

PLEASE CHOOSE 3 FROM THE FOLLOWING

Sweet and Sour Chicken
Chilli Con Carne
Shepherds Pie
Vegetable Lasagne
Meat Lasagne
Ratatouille

PLEASE CHOOSE 3 FROM THE FOLLOWING

Homemade Coleslaw
Homemade Potato Salad
Mixed Green Salad with Dressing
Homemade Waldorf salad
Homemade Pasta Salad
Savoury & Mixed Vegetable Rice
Jacket Potato with Filling

PLEASE CHOOSE EITHER

French Bread & Butter
Or
Assorted Rolls & Butter
Or
Garlic Bread
£21.50 Per Head