

# THE BURLINGTON GOLF CLUB



## BANQUET AND EVENTS

[www.bgciowa.com](http://www.bgciowa.com)



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# Thank you!

We appreciate your consideration of The Burlington Golf Club for your upcoming special event or meeting.

In the following banquet and events program, we include the ideal combination of menu options for every occasion. Whether you want breakfast, mid-day snacks, plated, or a buffet meal, we are ready to serve your needs.

Following our menu options, we include information regarding our event and banquet guidelines, such as pricing, minimums, and contract information.

We offer a professional and knowledgeable staff ready to assist in planning and customizing your event. We are dedicated to making your experience unforgettable and strive to exceed your expectations.

Please feel free to contact us with any questions.

Thank you again for your consideration, and we look forward to assisting you.

Cody McCoy  
Banquet and Event Manager  
319.752.2769  
[cmccoy@bgciowa.com](mailto:cmccoy@bgciowa.com)

# Buffets

## Breakfast

20 people minimum

An additional \$5 per person if the minimum is not met.

### Light Continental

**\$12 per person**

Fresh fruit ~ Muffins ~ Assorted Pastries ~ Granola Bars ~ Croissants

### Heavy Continental

**\$16 per person**

Fresh fruit ~ Muffins ~ Assorted Pastries ~ Biscuits and Gravy ~  
Scrambled Eggs ~ Bacon ~ Sausage ~ Pancakes -or- French Toast -  
or- Waffles ~ Breakfast Potatoes -or- Cheesy Hashbrowns

### Add ons

|                    |                |
|--------------------|----------------|
| Pancakes           | \$3 per person |
| French Toast       | \$3 per person |
| Waffles            | \$4 per person |
| Cinnamon Rolls     | \$4 per person |
| Scrambled eggs     | \$3 per person |
| Bacon              | \$4 per person |
| Sausage            | \$4 per person |
| Southwest Burritos | \$5 per person |

### Chef Attended Stations

\$75 attendant fee

### Omelet Station

**\$6 per person**

Bacon ~ Ham ~ Spinach ~ Peppers ~ Onions ~ Jalapeños ~  
Tomatoes ~ Mushrooms ~ Swiss Cheese ~ Cheddar Cheese

# Buffets

## Brunch

20 people minimum

An additional \$5 per person if the minimum is not met.

### **BGC Brunch Buffet**

**\$20 per person**

Assorted Pastries ~ Southwest Egg  
Casserole ~ Breakfast Potatoes ~ Chicken  
and Waffles ~ Bacon -or- Sausage ~ Fruit  
and Yogurt ~ Biscuits and Gravy ~ Roast Pork  
Loin ~ Mashed Potatoes ~ Normandy Blend  
Vegetables ~ House Salad

### **Chef Attended Stations**

\$75 attendant fee

### **Omelet Station**

**\$6 per person**

Bacon ~ Ham ~ Spinach ~ Peppers ~ Onions ~ Jalapeños ~  
Tomatoes ~ Mushrooms ~ Swiss Cheese ~ Cheddar Cheese

### **Carving Station**

**\$13 per person**

Roasted Prime Rib ~ Au Jus ~ Horseradish ~ Mustard Aioli

# Buffets

## Lunch

20 people minimum

An additional \$5 per person if the minimum is not met.

**1 Entree ~ 1 Salad or Soup ~ 1 Side**

**\$15 per person**

**2 Entree ~ 2 Salad or Soup ~ 2 Side**

**\$20 per person**

**3 Entree ~ 2 Salad or Soup ~ 2 Side**

**\$24 per person**

### Salads and Soups

House Salad  
Caesar Salad  
Seasonal Salad | Ask for details  
Potato Salad

Pasta Salad  
Loaded Baked Potato Soup  
Creamy Zucchini Soup  
Chicken Tortilla Soup

### Entrees

Crispy Fried Chicken Tenders  
Fajitas  
Pork Tenderloin Sliders  
*\*Breaded -or- Grilled*  
Chicken Breast  
*\*Fried -or- Grilled*

Assorted Deli Sandwiches  
BBQ Pulled Pork Sandwich  
Brisket Sandwich  
Ham or Turkey Sliders  
Stuffed Portabellas

### Sides

Assorted Chips  
Baked Beans -or- Refried Beans  
Broccoli  
Corn  
Creamy Coleslaw  
French Fries

Fruit & Veggie Display  
Mac-N-Cheese  
Vegetable Medley  
Wild Rice  
Brussel Sprouts  
Green Beans

# Buffets

## Appetizers

20 people minimum

An additional \$5 per person if the minimum is not met.

**2 Appetizers**

**\$10 per person**

**3 Appetizers**

**\$14 per person**

**4 Appetizers**

**\$18 per person**

\*Additional appetizers \$4 per person

### Hot Options

Chicken Satay | Served with peanut curry sauce

Chicken Tenders | Served with 2 sauces: BBQ, Buffalo, Garlic Parmesan, Ranch, Sweet Chili

Little Smokies | BBQ or Plain

Soft Pretzels with Cheese

Bruschetta Cheese Bread

Veggie Spring Rolls

Breaded Catfish Bites | Served with spicy mayo or tartar sauce

Stuffed Mushroom or Peppers

Oven Baked Meatballs | Choice of 2 sauces: BBQ, Marinara, or Swedish Mushroom

Sliders | Chicken Parmesan, Cheeseburger, Grilled tenderloin, Carolina Pulled Pork

Cajun Wings | Served with celery, ranch, bleu cheese

Hot Dips | Chicken Lip, Spinach Artichoke, Buffalo

\*All dips come with a choice of Tortilla -or- Pita Chips

### Cold Options

Assorted Crostini | Smoked salmon, back-n-blue, or bruschetta

Pesto Tortellini Skewers

Cheese & Cracker Display

Chips & Dip | Salsa, salsa verde, or guacamole

Fruit & Veggie Display

Shrimp Cocktail | (+\$2.50 per person)

Filo Cups | Spinach Bacon

Crab Cheese Ball | Served with Tortilla -or- Pita Chips

House Chips with French Onion Dip

Charcuterie | (+\$2.00 per person)



# Buffets

## Dinner

20 people minimum

An additional \$5 per person if the minimum is not met.

**1 Entree ~ 2 Salad ~ 2 Side**

**\$28 per person**

**2 Entree ~ 2 Salad ~ 2 Side**

**\$36 per person**

**3 Entree ~ 2 Salad ~ 2 Side**

**\$42 per person**

\*Add fresh baked rolls and whipped butter for \$2.00 per person

\*Add soup to any package for \$3.00 per person

### Salads

BGC House Salad ~ Caesar Salad ~ Berry Poppyseed

### Entrees

Parmesan Crusted Tilapia

Chimichurri Flank Steak

Salmon | Grilled or Tuscan

Stuffed Portabella | Spinach or Crap

Stuffed Chicken with Pesto Cream Sauce

Chicken Pesto Pasta

Margherita Chicken

Beef Tips | (+\$3.00 per person)

Filet | (+\$8.00 per person)

BBQ Beef Brisket or Pork

### Sides

Long Grain Wild Rice

Corn

Garlic Whipped Potatoes

Green Beans

Herbed Risotto

Grilled Vegetables

Vegetable Medley

Mac-N-Cheese

Roasted New Potatoes

Steamed Broccoli

Country Style Green Beans



# Buffets

## Themed Buffets

20 people minimum

An additional \$5 per person if the minimum is not met.

### Italian

**\$21 per person**

#### Entrees: (pick one)

Margherita Chicken  
Chicken Pesto Alfredo  
Traditional Beef Lasagna  
Prosciutto and White Lasagna  
Vodka and Prosciutto Tortellini

\*Additional entrees \$6 per person

#### Salads: (pick one)

Caprese Salad  
Italian House Salad  
Caesar Salad

#### Sides: (pick two)

Breadsticks -or- Garlic Toast  
Bruschetta Cheese Bread  
Creamy Parmesan Risotto  
Broccoli

\*Additional entrees \$4 per person

Roasted Asparagus  
Vegetable Medley  
Roasted Garlic and Parmesan Baby Potatoes  
Garlic Mashed Potatoes

### BBQ

**\$25 per person**

#### Entrees: (pick one)

Chicken Breast  
Pork Chops  
Pulled Pork  
Brisket  
Kabobs | Beef -or- Chicken

\*Additional entrees \$8 per person

#### Salads: (pick one)

Pasta Salad  
House Salad  
Caesar salad

#### Sides: (pick two)

BBQ Baked Beans  
Baked Mac-N-Cheese  
Classic Yellow Potato Salad  
Loaded Potato Salad

\*Additional entrees \$5 per person

Deviled Eggs  
Honey Corn Bread  
Corn on the Cob  
Brussel Sprouts | Maple Bacon -or- Spicy Honey  
Classic Cole Slaw -or- Kickin Slaw\*Spicy

# Buffets

## Themed Buffets

20 people minimum

An additional \$5 per person if the minimum is not met.

### Fiesta

**\$21 per person**

#### Entrees: (pick one)

Enchiladas

Fajitas

Smothered Burrtios

Queadillas

Tostadas

\*All options your choice Chicken, Beef, Or Pork

\*Additional entrees \$6 per person

#### Salads: (pick one)

Mexican Corn Salad

House Salad

Caesar salad

#### Sides: (pick two)

Fiesta Rice

Black Beans -or- Refried Beans

Elote

Fiesta Potatoes

Savory Empanadas

Churros

Tortilla Chips with guacamole, salsa, and queso

\*Additional entrees \$4 per person

## Plated Dinners

**Simple Dinner**

**\$36 per person**

**All Dinners Served with:**

Fresh Bread & Whipped Butter  
One Entree Option  
One Side Option  
Choice of BGC House Salad -or- Caesar Salad  
One Dessert Option

**Entrees**

Chicken with White Wine  
Sauce  
Filet Mignon | (+\$8 per person)  
Grilled Pork Chop  
Grilled Salmon  
Margherita Chicken  
Ribeye | (+\$5 per person)  
Parmesan Crusted Tilapia

**Sides**

Baked Potato  
Garlic Whipped Potatoes  
Herbed Risotto  
Mac-N-Cheese  
Roasted New Potatoes  
Steamed Broccoli  
Brussel Sprouts | Maple Bacon -or-  
Spicy Honey  
Vegetable Medley

**Desserts**

Cheese Cake | Strawberry, chocolate, caramel  
Chef's Choice | Ask for details  
Creme Brule

## Plated Dinners

**Upscale Dinner**

**\$44 per person**

**Salads: (pick one)**

Pear Salad with Raspberry Vinaigrette  
Steakhouse Salad  
Berry Salad

**Entrees: (pick one)**

Beef Tenderloin with mushroom demi-glace  
Roasted Salmon with lemon and capers  
Pesto Crusted Seabass  
Tomahawk ribeye with truffle butter | (+\$20 per person)

**Sides: (pick two)**

Parmesan risotto  
Long-grain wild rice  
Roasted garlic and parmesan baby potatoes  
Boursin and goat cheese mashed potatoes  
Crispy salted baked potatoes  
Roasted Asparagus  
Broccoli with parmesan  
Sautéed spinach with garlic and parmesan

**Dessert: (pick one)**

Cheese Cake | Strawberry, chocolate, caramel  
Chef's Choice | Ask for details  
Creme Brule

# Dessert

## Dessert Options

**Assorted Cookies**

**\$2.50 per person**

**Chef's Choice**

**Market Price**

**Creme Brule**

**\$6 per person**

**Cupcakes**

**\$3 per person**

**Brownie Sundae Bar**

**\$8 per person**

**New York Style  
Cheesecake**

**\$6 per person**

# Bar Service

The Burlington Golf Club is the only licensed authority to sell and serve alcoholic beverages for consumption on the premises. All other outside alcohol is not permitted on BGC property.

## **Wine Service**

**House Wine | \$20.50 per bottle**

**Cabernet, Pinot Grigio, Chardonnay, Moscato and White Zinfandel**

*\*Ask us about wine options for your event to receive a current list*

## **Keg Beer**

**Domestic | \$289 per keg**

**Specialty Craft | \$329 per keg**

## **Cash Bar**

**Beer | \$4.50 per glass**

**Single | \$6.50 per glass**

**Double | \$10 per glass**

**Top Shelf | \$11 per glass**

**Wine | \$8.50 per glass**

*\*Tax Inclusive*

## **Champagne**

**House Brand | \$20.50 per bottle**

**Prosecco | \$27 per bottle**

# Contract Guidelines

## **Billing and Deposits**

A deposit is required for BGC to reserve the use and date of the facility for your event. Deposits are required within 72 hours of request. If deposit is not received within 72 hours, the contract will become void, and the facility and date will no longer be held. Deposits may be paid via check or credit card; however, a credit card is required to be placed on file for all events. The Burlington Golf Club accepts the following credit cards: VISA, Mastercard, Discover, and American Express.

## **Event Cancellation Policy**

If for any reason there is a need to cancel your event, BGC requires a 30-day notice. If you are unable to meet this requirement, we reserve the right to retain the deposit. Deposits are non-refundable if an event is cancelled less than the required notice, only apart from an act of God.

## **Guarantee Agreement**

For The Burlington Golf Club to guarantee high quality service, we require that the confirmation of attendance be confirmed one week in advance prior to all functions. This number will be considered a guarantee and is not subject to reduction. Meals will be prepared to this number, and your bill will be based on that number, plus any additional charges incurred during your event. The Burlington Golf Club requires a minimum of 20 people per dinner. A 60-day booking notice and deposit are required for a requested Club shutdown.



# Contract Guidelines

## Rooms and Fees

| Room  | Capacity | Booking Fee                               | Booking Fee             | Non-Member with Sponsor | Food & Bev Minimum |
|---|----------|---|-------------------------|-------------------------|--------------------|
|   |          | Member                                    | Non-Member              |                         |                    |
| Banquet   | 120      | \$150                                     | \$300                   | \$225                   | \$1,200            |
| Formal  | 60       | \$75                                      | \$150                   | \$120                   | \$500              |
| Full Banquet  | 180      | \$300                                     | \$500                   | \$375                   | \$1,700            |
| Churchill   | 16       | \$25                                      | \$50                    | \$40                    | \$0                |
| Whole Clubhouse Shutdown  | 200+     | \$1,000 Non-Refundable – Pending Approval | \$2,000 Non-Refundable- | \$1,500 Non-Refundable  | \$3,500            |
| *Capacity must be 200+ to be considered for a shutdown. The board of directors must also approve a Clubhouse shutdown |          |   | Pending Approval        | Pending Approval        |                    |
| MEMBER ONLY RENTALS   |          |   |                         |                         |                    |
| Restaurant/Bar  | 100      | \$300                                     | N/A                     | N/A                     | \$2,500            |
| Pool Porch  | 20       | \$50                                      | N/A                     | N/A                     | \$100              |
| Private Pool Party  | 100      | \$150                                     | N/A                     | N/A                     | \$400              |

*Booking Fee Includes: Linens, tables, chairs, napkins, flatware, glasses, basic AV equipment, basic bar set up and labor. If items referenced above are needed to accommodate above what BGC can provide and BGC must rent from an outside vendor, costs associated with the rental will be added to your final bill.*

***\*Club or Restaurant shutdowns require 60-day notice and a 30-day cancellation notice.***

## Service Charge and Tax

All food and beverage are subject to applicable gratuity and tax as specified on the signed contract. A 20% Gratuity and a 7% sales tax will be applied to your final bill.

## Room & Setup

Hours for set up and teardown for events vary and may be scheduled with BGC staff as needed. If there are no scheduled events the day prior to your event, you may set up free of charge, however this may be subject to change. The only way to secure the day before for set up, is to rent the room for both days. The room layout will be arranged prior to the event with your Coordinator and any extraordinary changes made the day of the event may be subject to an extra fee.

# Contract Guidelines

## Equipment Rental

Basic equipment such as podium, microphone, projector, and screen are included with your room rental at no extra charge. Authorized personnel will set up all equipment. The responsible party will be held liable for damages to any equipment caused by the guests of the event.

## Exclusivity of Food & Beverage

The Burlington Golf Club is the only licensed authority to sell and serve alcoholic beverages for consumption on the premises. All other outside alcohol is not permitted on BGC property. All food and beverages must be exclusively purchased from BGC and consumed within the premises. Cakes and cupcakes the sole exceptions. The Burlington Golf Club charges a \$50.00 fee to bring in a commercially baked cake or cupcakes.

All guests must provide proof of valid identification for any consumption of alcohol in accordance with Iowa law. Employees must dispense all alcoholic beverages.

***The Burlington Golf Club reserves the right to refuse service to any patrons for any reason***

## No Smoking Policy

The Burlington Golf Club is a Smoke Free Facility.

# Contract Guidelines

## **Decorations**

Decorations may be brought in for your event. All decorations must be disposed of at the end of the event or picked up by noon the following day. Any decorations left after this time will be disposed of. All outside rentals must be picked up by the rental company the next business day by noon. Open flame candles are not permitted within the facility. Decorations requiring to be hung from the ceiling will need to have prior approval from management. The Burlington Golf Club and their staff will not be held liable for damages to decorations throughout your event. The responsible party will be held liable for any damages caused by decorations to BGC property from any personal decorations. Depending on the significance of the damage, the card on file will be charged accordingly. The Burlington Golf Club will notify the responsible party with an invoice indicating any damage and the charge prior to being billed. To avoid such damage, we ask that you use supplies that will not damage the property when decorating, for example: painter's tape and command strips. Glitter may not be used for any type of decorating on the premises and may be subject to a cleaning fee if used. The throwing of rice or birdseed is also not permitted on Club premises. Use of BGC's personal decorations is available upon request. BGC charges a \$25.00 fee for use of our decorations for non-members.

# Contract Guidelines

## **Insurance and Indemnity**

Guests shall indemnify and hold The Burlington Golf Club and its affiliates not responsible for any suits, losses, claims, damages, and expenses on account of injury to any party in connection with the function or resulting from damage or destruction of any facility property by guests or any attendee of the function on the facility's premises.

## **Liability**

The Burlington Golf Club reserves the right to inspect and control all functions. Liability for damages to the premises will be charged accordingly to the credit card kept on file. We cannot assume responsibility for personal property and equipment brought onto BGC property. We cannot be held responsible for damage or loss of any articles or merchandise left on the premise prior to/during/or after your event. The Club will not be responsible for acts of God, and other conditions outside the Club's control.

## **Prices and Policies**

All prices and policies contained in this contract are subject to change, the only exception is a fully executed contract. This agreement is the complete agreement of both Parties, and no other representation of agreements shall be binding unless in writing.



# Contact Us



(319) 752-2769



[cmccoy@bgciowa.com](mailto:cmccoy@bgciowa.com)



2124 Sunnyside Ave, Burlington, IA 52601

# Event & Banquet Contract

## Contact Information

Responsible Party: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Event Information

Type of Event: \_\_\_\_\_  
Date of Event: \_\_\_\_\_  
Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_  
Number of Guests: \_\_\_\_\_ Guaranteed Count Due: \_\_\_\_\_  
Room of Event: \_\_\_\_\_ Deposit: \_\_\_\_\_ Due: \_\_\_\_\_  
Food and Beverage Minimum: \_\_\_\_\_  
Will you need any extra equipment? Ex: Microphone, podium.  
Yes or No  
If answered yes, please list: \_\_\_\_\_  
Will you be hosting a Cocktail Hour before dinner?  
Yes or No

## Payment Info:

Name on Card: \_\_\_\_\_  
Type of Card: \_\_\_\_\_  
Card Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ CVV: \_\_\_\_\_ Zip Code: \_\_\_\_\_

***On this day, \_\_\_\_\_ the above named individual(s) have requested to host an event with The Burlington Golf Club. After the room rental is secured, only then will your event be permanent on the calendar.***

***Your signature signifies the agreement of The Burlington Golf Event Contract and indicates the agreement to all conditions referenced in the Banquet & Events Packet***

Responsible Party: \_\_\_\_\_ Date: \_\_\_\_\_  
BGC Representative: \_\_\_\_\_ Date: \_\_\_\_\_