

# *Additional Information*

Food and beverage prices are subject to an 18% gratuity for service staff and a 7% state and local meals tax.

For tax-exempt organizations, the 7% state and local sales tax will be waived upon receipt of a completed Massachusetts Sales Tax Exemption form ST5 that must be submitted with the contract.

Note: Sales tax cannot be credited after the event.

Due to market price fluctuations, food pricing is subject to increase by no more than 3%. Beverages will be billed on consumption, with pricing based on the price structure in effect at the time of the event.

Five-hour open bars will close 30 minutes prior to the event's conclusion.

There is a \$100 fee for a bar for parties of fewer than 50 persons.

There is a \$50 fee for an event with an alcoholic beverage station.

Finalized menus are requested three weeks prior to the event, with a final guest count required at least 10 days prior to the event.

All food and beverages consumed on Club premises must be purchased by the Club. No outside items (other than a specialty cake) are allowed on Club property.

Massachusetts health codes prohibit the removal of any food and beverages from the Club property.

A \$75 fee is applied to station and buffets for events with up to 15 guests.

Our staff is happy to customize a menu that suits your specific needs.

A coat-check attendant is required for all events with more than 75 guests, held between November and March, at a fee of \$100 per attendant.

Room rental fees vary by season and day of the week. Detailed information will be provided in your event contract.

## **Room rental fees**

Parties of up to 50 persons \$250

Parties of 51 to 100 persons \$500

Parties of 101-150 persons: \$750

## **Additional fees**

Microphone \$10

Screen \$25

Projector \$25

Flip-chart with markers \$25

Votive candles \$.50 each

Pads of paper with pens \$2 each