

# Event reservation confirmation.

Please print, complete, date & sign,  
scan and email to [events@golfplumcreek.com](mailto:events@golfplumcreek.com)

This correspondence confirms a reservation made by \_\_\_\_\_.

For the date of \_\_\_\_\_.

Group name: \_\_\_\_\_.

Number of guests attending: \_\_\_\_\_.

Menu type & price per person: Buffet \_\_\_\_\_ Plated \_\_\_\_\_ Hors d' \_\_\_\_\_.

Bar: Hosted \_\_\_\_\_ . Cash \_\_\_\_\_ . Hourly Package \_\_\_\_\_.

Hors d'oeuvres package: Platters \_\_\_\_\_ or Butler style \_\_\_\_\_.

Room rental fee: \_\_\_\_\_.

Audio/Visual fees: \_\_\_\_\_.

Start Time of event: \_\_\_\_\_.

End Time of event: \_\_\_\_\_.

## Form of Payment:

Deposit amount: \_\_\_\_\_.

Check # : \_\_\_\_\_.

Credit Card #: \_\_\_\_\_ . Exp \_\_\_\_\_.

Final Payment due on day of event:

Check # : \_\_\_\_\_.

Credit Card #: \_\_\_\_\_ . Exp \_\_\_\_\_.

For any adjustments or additional information please call 303 660 2200 ext 111

All food and beverage items subject to a 20% gratuity and 7.9% sales tax.

I agree to all rules & regulations listed in the catering package.

Plum Creek GC Representative:

\_\_\_\_\_

Client or event planner:

\_\_\_\_\_

Date:

Contact #: \_\_\_\_\_