



## SUNSET RANCH WEDDING PACKAGE 2024-2025



# *Weddings*

At Sunset Ranch  
2024-2025

Sunset Ranch Golf & Country Club | P: 250.765.7700 ext. 206  
[www.sunsetranchbc.com](http://www.sunsetranchbc.com) | 5105 Upper Booth Rd, Kelowna, BC, V1X 7V8





Danae Marie Photography

# *Congratulations* ON YOUR ENGAGEMENT!

Our gorgeous ceremony site and charming clubhouse offer modern amenities that you and your guests are sure to appreciate. Our dedicated team will work with you to bring your vision to life.

**ASHLEA MASKELL**

Events Manager

250.765.7700 ext. 206

[ashlea@sunsetranchbc.com](mailto:ashlea@sunsetranchbc.com)





# *Ceremony Locations*

## **Ceremony Gazebo:**

The beautiful outdoor ceremony site is landscaped by the talented Sunset Ranch Team. Offering beds full of blooming flowers, it features a paved walkway to a stunning gazebo.

## **Indoor Ceremony:**

You have the option to book your ceremony in our beautiful banquet room.

This large room features a decorative brick wall backdrop. This room is perfect for winter ceremonies.

## **Ceremony Includes:**

- Complimentary rehearsal (please reserve)
- Golf cart transportation
- Access to electrical power
- Padded white garden chairs
- Signing table
- Wine barrels (2)
- Easel for your welcome sign
- Chair set up and takedown
- Real flower petals permitted (dried or fresh)
- Option to book only the ceremony

**CEREMONY: \$2000 + tax**

**\$500 DISCOUNT WHEN BOOKED WITH RECEPTION ROOM**





# Banquet Room

The amazing vaulted ceilings, wall-length windows, and the brick feature wall create a modern and inviting atmosphere overlooking the golf course. Your venue rental includes the Sunset Ranch lounge, bar, and a portion of the large outdoor patio.

The banquet room can accommodate up to 170 people for seated dinner service. We allow extra guests to join after the dinner service for the dance portion of the evening.

*Nicole Delaine Photography / Aurora Hlina Wedding Planner / Willow Event Design / Cake for Breakfast*



## Included:

- Round, square and rectangle tables
- Silver chiavari chairs
- White or black table cloths
- White or black napkins and table skirting
- Stemware, flatware, and cutlery
- Easels
- Dance floor area
- Podium for speeches
- Wireless mic, audio throughout banquet room
- Projector and screen
- Complimentary cake plating and service
- Setup ready for you to decorate (8 am the day of)
- Sound system rental (\$299 Rental)



**RECEPTION BANQUET ROOM: \$2000 + tax**



# *Fairways Room*

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Located behind the first tee with a stunning view of the golf course, the fairways room offers a more intimate indoor/outdoor atmosphere with a private bar. Three full 'garage style' doors allow you to open the room up directly to a diagonal stone patio and dance floor. Enjoy some fresh air and even catch a beautiful sunset. Use the 10ft, metal 3-panel wall art as a backdrop to your head table. The fairways room holds a maximum of 80 guests. (60 ppl Recommended)

## **Included:**

- Round, square and rectangle tables
- Silver chiavari chairs
- White or Black table cloths
- White or black napkins and table skirting
- Stemware/flatware/cutlery
- Easel
- TV (HDMI)
- Sound system rental (\$299 Rental)





# ***Durali Event Tent***

The Okanagan is a popular choice for outdoor events! We introduce our Durali Event Tent, one of the largest outdoor event spaces in Kelowna; a unique venue to host your wedding, engagement party, Birthday party, conference, golf tournament and more!

Surrounded by lush greenery, view of golf course, the Durali Event Tent can host up to 400 guests for wedding and up to 475 for other events. (Over 500 guests will require 6-8 months notice.) We look forward to serving you at your next event!

## **Included:**

- Round, square and rectangle tables
- Gold chiavari chairs
- White or Black table cloths
- White or black napkins and table skirting
- Stemware/flatware/cutlery
- Easels
- Projector and Screen
- Dance Floor
- Stage 12 x 12
- Bar Service
- Heaters (if needed)
- Washrooms located in Clubhouse
- Sound system rental (\$299 Rental)



Regional District Bylaw:

Music should be turned down to house level by 10:30





# Wine & Bar Service



**Sunset Ranch has an extensive VQA wine list that includes local Okanagan wines.**

- The Stone Road Red, White, and Rosé starting at \$29/bottle
- Wine chillers available for the dinner service
- Sunset Ranch has access to over 2,500 wines. If you have a specific wine in mind, we would be happy to place a custom order for you (*custom orders must be purchased in full cases and ordered at least 4 weeks in advance*)
- Outside licensed wine permitted (*opening/corkage fee \$20 per bottle*)



**Sunset Ranch has a wide selection of liquors, draft and bottled beers, ciders, and coolers in addition to our wine offerings** (including premium liquor).

## Bar Service Options:

1. **Open Bar** (approx. 4-6 drinks per guest)
2. **Toonie Bar** (guest pays \$2, invoiced \$6)
3. **Drink Tokens/Tickets** (\$8 per drink)
4. **Guest/Cash Bar** (guests pay for drinks)

## Bar Minimum:

A fee will be applied for alcohol sales under \$500, the bar minimum.

## Dry / Non-Alcoholic Wedding:

Bar minimum fee (\$500) will be applied and the unlimited fountain drink package (\$399) is required.

## Unlimited Non-alcoholic Package:

\$399 (optional)

- Iced Tea
- Lemonade
- Pepsi / Diet Pepsi
- Ginger Ale
- 7-up
- Club Soda or Tonic
- Juice/clamato
- Mocktails
- Non-alcoholic beer

**Coffee, Tea, and Water Services are Complimentary.**



## Banquet Wine Offerings

### White Wines

Stone Road <i>Unoaked Chardonnay</i>	29
Hester Creek <i>Pinot Blanc</i>	35
Mt Boucherie <i>Pinot Gris</i>	39
Volcanic Hills <i>Gewurztraminer</i>	39
Red Rooster <i>Sauvignon Blanc</i>	42
Mt Boucherie <i>Riesling</i>	45

### Red Wines

Stone Road Cab Merlot	29
Mt Boucherie <i>Cab Merlot</i>	37
Hester Creek <i>Merlot</i>	40
Black Star <i>Wild Boys Red</i>	49
Sandhill <i>Syrah</i>	52
Tinhorn Creek <i>Cab Franc</i>	58

### Rose & Bubbles

Stone Road <i>Rose</i>	29
Volcanic Hills <i>Rose</i>	42
Intrigue <i>Social Bubbles</i>	45
Intrigue <i>"I do" Sparkling Wine</i>	45

Prices are per bottle. Taxes and gratuity not included in pricing. Should you wish for a specific wine, please let us know as we are able to accommodate most requests.

Alternatively, we offer a wine corkage fee of \$20/per bottle. Homemade wines and u-kit products are not permitted at Sunset Ranch.







## Beverages

### Beers On Tap

P49 Trash Panda IPA  
Yellow Dog Squirrel Chaser Hazy Pale Ale  
Okanagan Spring 1516 Lager  
Sleeman Honey Brown  
P49 Tricycle Radler

### Canned Beer

Bud Light |  
Budweiser |  
Coors |  
Kokanee | P49 Lager

### Tall Cans + Bottled Beer

Miller Genuine Draft  
Corona  
Guinness  
Fat Tug IPA



### Coolers & Ciders

Muddler's Pink Lemonade  
Muddler's Moscow Mule  
Workshop Passion Fruit Pitaya  
Seltzer  
White Claw  
(Variety of Flavours)  
Peach Orange Blossom Wine  
Spritzer  
Soma Apple Cider  
Element Dry Apple Cider  
No Boats on Sunday Pear Cider

### Cocktails

Sunset Caesar  
Sangria  
Cosmopolitan  
Rising Sunset  
Margarita  
Espresso  
Martini  
Chocolate  
Martini  
Life is a Peach





# *Cocktail Hour & Late Night Snacks*

**Bruschetta:**

Toasted baguette, pesto, smashed tomato, balsamic reduction | \$9

**Caprese Skewers:**

Bocconcini, cherry tomatoes, basil, balsamic reduction | \$9

**Crudit  Platter:** Assorted fresh vegetables with creamy veggie dip | \$9

**Vegetable Samosas:** Mint Chutney | \$10

**Vegetable Pakora:** Sonth | \$11

**Smoked Salmon Crostini:**

Whipped cream cheese, arugula, capers | \$11

**Sushi Platter:**

California roll, Ebi Ebi roll, crispy crunch roll | \$12

**Charcuterie Platter:**

Artisan cheeses, assorted deli & cured meats, crackers, and accompaniments | \$13

**BBQ Style Smokies and/or Hot Dogs:** Assorted toppings | \$7

**Oven Roasted Pizza:**

Margherita, Meat Extravaganza, Vegetarian, Canadian | \$9

**Crispy Chicken Sliders** | \$10

**BBQ Pulled Pork Poutine Bar:**

Squeaky cheese curds, roast gravy, scallions, and bacon bits | \$11

*Craving something different?*

*Let us know your thoughts*

Typically late night snacks are prepared for 3/4 of your guests.

***Priced per person.***





# *Plated Dinner Menu*

## *starter*

*Choose one for all guests*

**Sunset Greens Salad** | Artisan greens, pickled onions, pumpkin seeds, dried cranberries, spiced candied pecans, feta cheese and balsamic vinaigrette

**Baby Kale Caesar** | Crisp romaine, baby kale, house-made croutons, parmesan, and garlic house-made dressing

**Greek Pasta Salad** | Diced red onion, bell pepper, Kalamata olives, feta cheese, ripe vine tomato, and herbed vinaigrette

**Heirloom Tomato Salad** | Bocconcini, basil, red onions, and balsamic vinaigrette

**Seasonal Soup** | Chef's house-made soup, local and fresh seasonal vegetables

## *entrée*

*Choose two options for guests to select*

**Harvest Chicken** | Tender skin-on chicken breast stuffed with brie and cranberries, bathed in a merlot, cranberry, and rosemary reduction. Finished with maple roasted beets and baby carrots. Plated with fingerling potatoes | \$55

**Savoury Salmon** 3 oz. | Fresh pan seared BC salmon filet in a creamed pesto with crisp prosciutto, blistered cherry tomatoes, and lemon essence. Plated with jasmine rice pilaf and charred broccolini | \$55

**Braised Short Rib** | Slow roasted in a pineapple-hoisin demi, apportioned on a mound of red-skin mashed potatoes. Finished with maple roasted beets and baby carrots | \$55

**Butternut Squash Ravioli** | Stuffed Ravioli in a white wine cream sauce, dressed in sautéed jumbo prawns and crispy sage. Served with oven warmed garlic crostini | \$49

**Tofu Pad Thai** | Rice noodles, Peanut sauce, zucchini, red pepper, bean sprouts | \$49

## *dessert*

*Choose one for all guests*

**Flourless Chocolate Almond Torte** | house-made whipped cream

**New York Style Cheesecake** | fresh berries, house-made whipped cream

*We can accommodate dietary restrictions.*



SUNSET RANCH WEDDING PLATED MENU  
GRATUITY & TAXES TO BE APPLIED



# Buffet Dinner Menu

1 Entrée \$49 | 2 Entrées \$55 | 3 Entrées \$64 | Price is per person.

Price includes 2 starters, 3 accompaniments, and Chef's choice dessert.

Fresh rolls and buns provided.

## starters

**Sunset Greens Salad** | Artisan greens, pickled onions, pumpkin seeds, dried cranberries, toasted nuts, feta cheese and balsamic vinaigrette

**18 Greens Salad** | Mixed greens, cucumbers, cherry tomatoes, carrots, onions, house-made vinaigrette

**Baby Kale Caesar** | Crisp romaine, baby kale, house-made croutons, parmesan, and garlic house-made dressing

**Greek Pasta** | Diced red onion, bell pepper, Kalamata olives, feta cheese, ripe vine tomato, and herbed vinaigrette

**Strawberry Spinach Fields** | Strawberries, spinach, red onion, spiced candied pecans, feta cheese, and herbed vinaigrette

**Rustic Potatoes** | Baby potatoes, Dijon mustard, and red wine vinaigrette

## entrées

**Free Range Grilled Chicken** | White wine cream sauce

**Pan Seared Salmon 3 oz.** | Fresh pan seared BC salmon filet in a creamed pesto, with crisp prosciutto, blistered cherry tomatoes and, lemon essence.

**AAA NY Strip Steak 5oz.** | Barbequed to order, topped with balsamic glazed onions

**Chef Carved Roast Beef** | Rosemary Au Jus and creamy horseradish

**Chef Carved Prime Rib** | Rosemary Au Jus, creamy horseradish, Yorkshire pudding (\$5 upcharge per plate)

**Butter Chicken** | Tomatoes, Creamy, mild spice with plain rice

**Tofu Pad Thai** | Rice noodles, Thai Peanut sauce, zucchini, red pepper, bean sprouts

**Butternut Squash Ravioli** | Stuffed Ravioli, white wine cream sauce (can be a side)

## accompaniments

**Mashed Potatoes** | Whipped with roasted garlic

**Roasted Yukon Baby Potatoes** | In olive oil and sea salt

**Crispy Brussel Sprouts** | Smoked bacon and onion jam

**Roasted Baby Carrots** | Maple glazed

**Green Beans** | With slivered toasted almonds

**Roasted Cauliflower** | In olive oil and sea salt

**Roasted Local Vegetables** | Seasonal medley

**Jasmine Rice Pilaf** | Sautéed Carrots, onions, and peppers

We can accommodate dietary restrictions.



SUNSET RANCH BUFFET MENU  
GRATUITY & TAXES TO BE APPLIED



**APPETIZERS**

- o Samosa
- o Vegetable Pakora
- o Fish Pakora
- o Paneer Pakora
- o Spring Roll
- o Chicken Noodles
- o Veg Noodles

**SELECT  
4  
APPYS**

**\$15/  
PERSON**

**VEGETARIAN ONLY:  
3 VEGETARIAN  
\$ 30/PERSON**

**STANDARD:  
2 VEGETARIAN 1 MEAT  
\$35/PERSON**

**DELUXE PACKAGE:  
3 VEGETARIAN AND 2 MEAT  
\$45/PERSON**

**PREMIUM PACKAGE:  
4 VEGETARIAN AND 3 MEAT  
\$55/PERSON**

**VEGETARIAN DISHES**

- Aloo Gobi
- Chana Masala
- Dal Tadka
- Dal Makhani
- Muttar Paneer
- Shahi Paneer
- Malai Kofta
- Paneer Chili
- Kadhai Paneer
- Mixed Vegetables
- Veggie Korma

**MEAT DISHES**

- Butter Chicken
- Chili Chicken
- Chicken Tikka Masala
- Chicken Curry (Bone in)
- Chicken Korma
- Karhai Chicken
- Kadai Chicken (Bone in or boneless)
- Lamb Curry (Bone in)
- Lamb Korma
- Goat Curry (Bone in)
- Goat Rogan Josh

**SIDES INCLUDED WITH  
BUFFET**

- o Cucumber & Tomato Salad
- o Mixed Green Salad
- o Vegetable Raita

**Choice of:**

- o Plain
- o Butter
- o Garlic Naan
- o Roti

**Choice of:**

- o Plain Rice,
- o Jeera Rice
- o Mutter Pulav

**SWEETS & DESSERTS  
INCLUDED WITH BUFFET**

- o Sweets
- o Chai Tea

**Choice of:**

- o Gulab Jamun
- o Ras Malai
- o Moong Dal Halwa
- (additional dessert, \$2 extra /person)



# *Frequently Asked Questions*

## **1. What dates are available in the month I am considering?**

We offer weddings 12 months a year. Please contact our Events Manager for a calendar with available dates.

## **2. How many people can this location accommodate?**

Our banquet room can accommodate up to 170 guests for dinner. Additional guests are welcome to join after dinner. The Fairways room can hold up to a maximum of 80 guests.

## **3. How much is the deposit? When is it due and is it refundable? What is the payment plan for the entire bill?**

We require a non-refundable deposit to secure your date. The deposit will be put towards your final bill. No event is considered confirmed and booked until an event agreement has been received and the deposit has been processed.

Payment is due in full the business day following your wedding. Your deposit is applied to your final bill. Credit card information will be held for security purposes.

## **4. Does Sunset Ranch offer Golf Perks for booked wedding?**

Yes! The week before and week after your wedding, we offer golf perks for you and your guests. Please call the Proshop to arrange tee time and receive pricing

## **5. What is your weather contingency plan for outdoor spaces?**

Our Events Manager would be happy to discuss these options with you. Sunset Ranch has a relationship with rental companies and vendors and is able to make arrangements on your behalf with our corporate discount. You will be provided with a copy of the rental invoice. The rental fee will be added to your Sunset Ranch final bill.

## **6. Can I hold my ceremony here too? Is there an additional charge?**

Our beautiful outdoor ceremony site is available from May until October. We can accommodate seasonal indoor ceremonies. The ceremony site is \$2000 + tax. Save \$500 off your total cost when booked with your reception.

## **7. Can I hold my rehearsal here too? Is there an additional charge?**

We offer a complimentary rehearsal and we can schedule a time that is convenient for you. Please arrange a time with your officiant and let Sunset Ranch know when to reserve the ceremony site.

## **8. Is there an overtime fee if I stay longer? Is there a minimum rental time?**

All guests must be out of the venue and off the premises by 1:00 am while other vendors must be vacated by 1:30 am. If your guests/vendor stays beyond 1:30 am there is a \$250 fee. There is no minimum rental time

## **9. Can I move things around and decorate to suit my purposes? Are there decoration guidelines/ restrictions?**

Sunset Ranch does not allow any staples or marking tapes to be used. There are no additional fees so long as all decorations are removed without damage immediately following the departure of the last guest and the room is returned to its original state as was prior to the wedding. If damages occur, a damage fee will be charged (dependent on the severity) and will be added to the final bill.

## **10. Can I use real candles?**

Real candles are permitted. All candles must be contained or enclosed in a glass sleeve or vase and the flame must not extend higher than the height of the glass.





# *Frequently Asked Questions*

## **11. How much time will be allotted for décor set up?**

On the day of your wedding, you will have access to the venue at 8:00 am to decorate. Our Events Manager will confirm those details closer to your wedding. If our calendar permits within 5 days of your event, you may be permitted access 24 hours prior to set up.

## **12. Does Sunset Ranch allow storage of personal items, décor items and/or gifts?**

Please be advised that while we do our best to safeguard your belongings, Sunset Ranch takes no responsibility for lost, stolen, or broken items, supplies, and/or equipment. Personal items can be placed in offices, but you assume all risks associated with leaving them in or on our premises. Please feel free to bring a lock if you want to secure items in a locker, they are located in the lower level washroom.

## **13. Can we do a food tasting prior to finalizing our menu?**

All wedding bookings include complimentary food and wine tasting. Our Events Manager can provide additional information. Typically, Sunset Ranch hosts seasonal tasting events. The Chef and the team prepare an assortment of items from our wedding buffet menu at this event.

## **14. Can I bring my own wine, beer, or champagne? Is there a fee?**

You may bring your own wine as long as it is licensed. There is a \$20/bottle opening/corkage fee for any outside alcohol brought into Sunset Ranch. Anyone bringing in their own beverages, unless otherwise arranged or agreed to prior to the event, will be asked to leave the venue.

## **15. Can I hire my own vendors, or must I select from a preferred vendor list?**

We offer a list of recommended vendors that we know will do a great job! You may use anyone you like but please note that Sunset Ranch has the final say with any final on-location decisions. Vendors are required to act and dress in a professional manner. Vendors must connect with the Manager on duty when they arrive and before they begin setting up.

## **16. Is parking available for our guests?**

There is ample parking available for you and your guests. Vehicles are permitted to stay in our parking lot overnight and can be picked up the following day. Drinking and driving is not tolerated, we encourage advanced planning to accommodate your guests or our staff would be happy to help you call a cab.

## **17. Can I bring my own cake? Is there a cake-cutting fee? Are there any restrictions?**

Sunset Ranch allows catered wedding cakes. We do not have a cake-cutting fee. In fact, we would be honored to have one of our chefs assist you with this! The person delivering your cake must place it in a predetermined location. After the Bride and Groom cut the cake, our team will portion it and serve it to your guests accordingly.





# *Reccomended Vendors*

## **Marriage Commissioner**

Marjolein Lloyd | Marjolein Lloyd | marjolein.lloyd@icloud.com | 250.769.2822  
Kelowna Weddings | Naihomi Carswell | kelownaweddings1@telus.net | 250.491.7818

## **DJ & Live Music Services**

DJ John Byrne | John Bryne | john@johnbyrnemusic.com | 778.478.6281  
Airwaves Music (DJ Beau) | Contact : Madison Vos | info@airwavesmusic.ca | 888.676.7772  
Two's a Pair | Dan & Rachelle | dmarecords@hotmail.com | 250.859.3669  
DJB Mack | Brian Mack | djbmack@hotmail.com | 250.863.0865

## **Photographers**

Candid Apple Photography | Cassandra & Brad | cassandra@candidapple.ca | 250.808.2240  
Danae Marie Photography | Danae Marie | info@danaemarie.ca | 250.864.4197  
Alisha Khan Photography | Alisha | photos@alishakhan.com | 250.575.0989  
Nicole Delaine Photography | Nicole | nicole@nicoledelaine.com | 604.230.5496  
Megan Desiree Photography | Megan | www.megandesiree.com | Megandesireephoto@gmail.com

## **Photobooths**

Flash & Frame Photobooth | Laura | flashandframe@outlook.com | 250.263.2763  
The Mirror Booth | Haley Barnes | hello@themirrorboothco.com | 778.716.0898

## **Wedding Cakes**

Kakes by Kathie | Kathie | info@kakesbykathie.com | 250.808.3382  
Kaleena Cakes | Kaleena | info@kaleenacakes.com | 250.878.5979  
Cake for Breakfast | Kayla Neufeld | @cakeforbreakfastbc | www.cakeforbreakfast.ca

## **Florist / Décor**

VillageFlowers | Elaine | 1912 Enterprise Way #110 | 250.860.3133  
Tangerine Orchid | Shannon Prodor | Sprodor@telus.net | 250.317.0677  
Okanagan Events Décor | 604-771-5008 | @okanaganeventsdecor | okanaganevetns@hotmail.com  
Willow Event Décor | Sherrie Whetnall | www.willoweventsdesigns.com

## **Transportation**

White Star Limo | Info@whitestarlimo.ca | 778.363.3333  
Valhalla Helicopters | tours@valhallahelicopters.com | 250.769.1486

## **Rental/Decor/Planning Company**

Avalon Event Rentals | admin@avalonrentals.com | 250.861.1575  
Mosaic Party and Event Design | Krista | mosaicpartyandevent@gmail.com | 778.214.6258  
VintageOrigami | Yuriko | vintage.origami@gmail.com  
Pink Pumpkin Events | Kim | kime@pinkpumpkinevents.com | 250.808.2542  
Hlina Weddings | Aurora Hlina | www.hlinaweddings.com | hlinaweddings@outlook.com

## **Accommodations**

Ramada Hotel | 20 % off | Booking link for guests with discount applied, will be provided.





## **Ramada Hotel & Conference Center by Wyndham Kelowna** **Partnering with Sunset Ranch Golf and Country Club**

# **20% off Room Rates**

Sunset Ranch Golf & Country Club is 11-miles from Ramada Kelowna. It features an indoor pool with a hot tub, a restaurant and guest rooms with free Wi-Fi. Ramada Hotel & Conference Center by Wyndham Kelowna provides every room with cable TV.

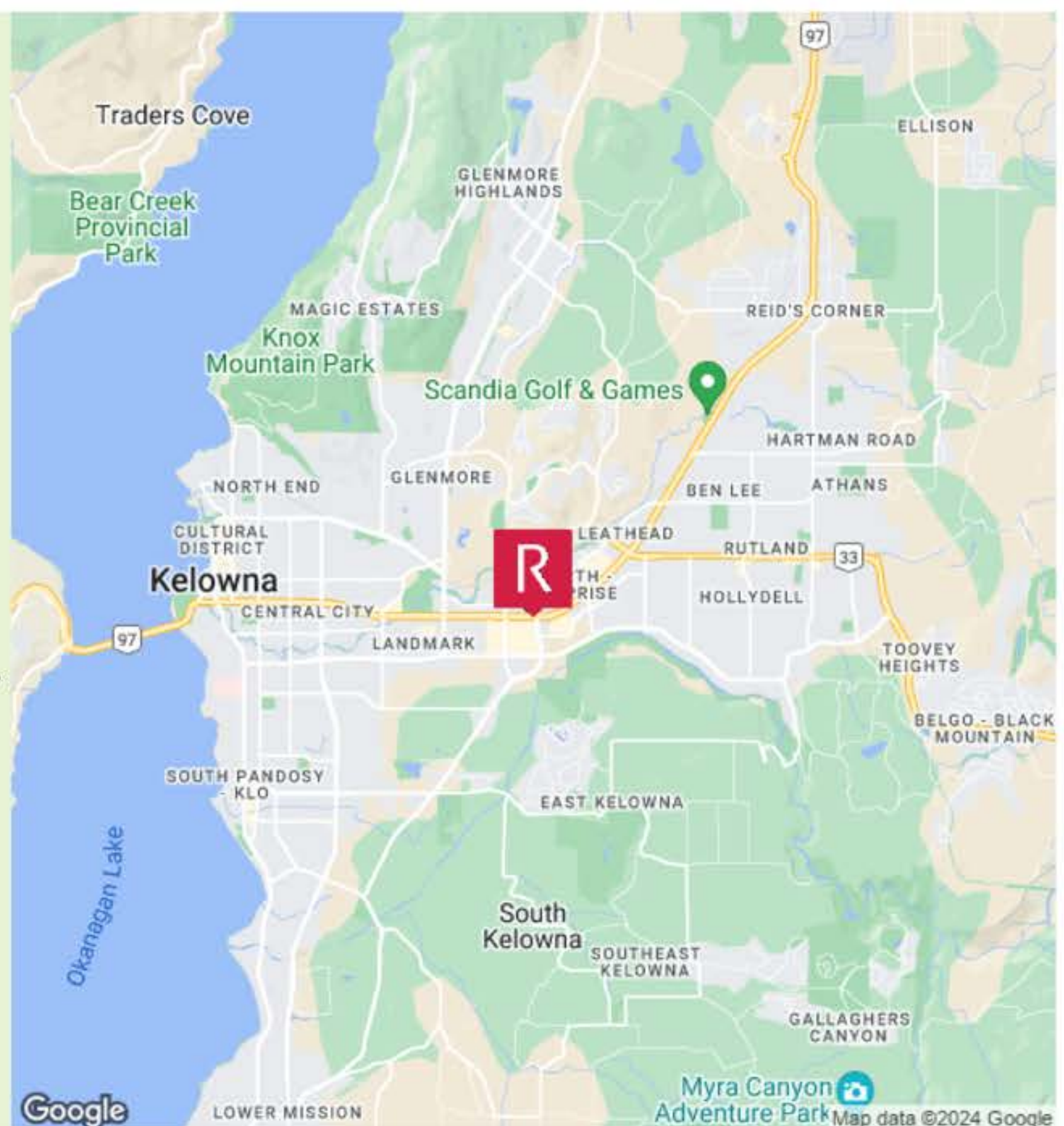
They are furnished with coffee facilities and a refrigerator.

Guests can use the business center and the gym at the hotel. Spacious meeting rooms are also available at the Ramada Hotel & Conference Center by Wyndham Kelowna. Mickies Pub & Patio features 3 big screen TVs, a billiards table and serves pub food.

To book please contact Jeramie Cole, Sales and Marketing Representative  
Ramada Hotel and Conference Center Kelowna 250-860-9711 (Front Desk)  
Jeramie.cole@ramadakelowna.com 250-979-6308 (Direct Line)

### **Hotel Amenities**

- Room Service
- 24 hour front desk
- Fitness Center
- Restaurant
- Coffee Maker
- Refrigerator
- Gift Shop
- Hot Tub or Spa
- Concierge
- Hair Dryer
- Temperature checks are available to guests
- Wheelchair Access
- Swimming Pool - Indoor
- Masks are available to guests
- Contactless check-in and check-out are available
- Alarm Clock
- Guests are provided with free hand sanitizer
- Social distancing measures are in place
- ATM Machine
- Game Room
- Currency Exchange
- Balcony
- Full Kitchen
- Non-Smoking Facility
- Lounge/Bar







## WEDDING EVENT AGREEMENT:

1) FULL NAME: \_\_\_\_\_ 2) FULL NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PRIMARY TELEPHONE: \_\_\_\_\_ PRIMARY EMAIL: \_\_\_\_\_

WEDDING DATE: \_\_\_\_\_ TOTAL NUMBER OF GUESTS: \_\_\_\_\_

CEREMONY & RECEPTION / RECEPTION ONLY / CEREMONY ONLY CEREMONY TIME: \_\_\_\_\_

RECEPTION LOCATION: BANQUET ROOM / FAIRWAYS ROOM / OUTDOOR TENT NOTES: \_\_\_\_\_

### POLICIES - RULES - GUIDELINES - TERMS

- The Bride and Groom agree to cover any damages caused to Sunset Ranch Golf & Country Club by either his or herself and/or any guest(s) during the event.
- Set up and removal of decorations are the responsibility of the Bride and Groom. All decorations must be removed without leaving damages and must be removed immediately following the event unless other arrangements have been made in advance with Sunset Ranch.
- Bar service ends at 12:00 am (midnight) or sooner if deemed necessary by Sunset Ranch staff. A bartending fee will be applied to the final bill if the bar total is below \$500.00.
- Sunset Ranch reserves the right to refuse service to anyone at any time, for any reason.
- Music must be turned off at 1:00 am and all guests vacate the venue and leave the premises by this time. Vendors must be off the premises by 1:30 am - A \$250 fine will be applied to the final bill for any guests or vendors on-site past 1:30 am.
- Rental of the reception room is from 8:00 am on the wedding date to - 1:30 am the subsequent day.
- Outside wedding vendors are to adhere to a high level of service quality and accountability. It must be understood that Sunset Ranch has the final say with any and all final decisions.
- 18% Gratuity will be applied to the final bill & all prices are subject to change.

**Guests in attendance:** Sunset Ranch Golf & Country Club requires a confirmed number of guests including vendors 2 weeks in advance of your wedding date. A final billing number is to be received one week prior to the event. This number will act as your total minimum number for your event during the billing process. If you have more guests attend then your final number you will be billed for your actual number of guests attended. In the event of cancellation within 2 weeks of the wedding date, 50% of the total wedding cost will be billed.

**Exemption of liability:** Notwithstanding any other terms and conditions of this Agreement, Sunset Ranch Golf & Country Club shall not be liable to the Bride, Groom, or any person(s) for any incurred losses, damage, cost, loss, and expense of any nature which in any way may be suffered or incurred by the Bride or Groom or by any other person in or on the Sunset Ranch premises.

**Indemnification:** Sunset Ranch Golf & Country Club does not waive its right to any indemnity. The Bride and Groom agree to indemnify, reimburse, and hold harmless Sunset Ranch Golf & Country Club, its agents and employees, from and against any and all claims, demands, losses, costs, actions, suits or proceedings of themselves or by Third Parties that arise out of or are attributable in any way to the wedding, event or the activities of the Bride and Groom, its agents or employees or the use of Sunset Ranch Golf & Country Club's facilities. The Bride and Groom agree to reimburse any costs that include lawyer fees, accounting fees and expenses, court costs, and all other out-of-pocket expenses.

**Deposit:** The non-refundable deposit is equal to the amount of the venue which is required in advance to confirm your event. No event is considered confirmed and booked until an event agreement has been received and the deposit has been processed. Please ensure all documents are correct prior to paying your deposit. Said deposit will be applied to the final bill and is non-refundable in the event of cancellation.

**Payment:** Payment in full is due the following business day after your event.

**Food & Beverage:** With the exception of wedding cake, all food and beverages consumed at Sunset Ranch must be purchased from Sunset Ranch Golf & Country Club. Anyone bringing his or her own food or beverages, unless otherwise arranged or agreed upon prior to the event, will be asked to leave the premises. For every outside beverage, we will charge at full bar price to the final bill, subject to an additional \$20 corkage fee per bottle, unless expressly agreed otherwise by Sunset Ranch Golf & Country Club in advance. Food and/or beverage items are not permitted to leave the venue during or following the event.

☐ Yes, we hereby grant Sunset Ranch Golf & Country Club permission to create and publish photographs and/or electronic mediums from our event for all social media and commercial purposes.

The Bride and Groom, by signing below, acknowledge that they have read, understand, and agree with all of the terms of the contract, terms set out via electronic communication, and parol statements made by any member of the Sunset Ranch Management team.

1) SIGNATURE

\_\_\_\_\_  
Name (print) Signature Date

2) SIGNATURE

\_\_\_\_\_  
Name (print) Signature Date

SUNSET RANCH GOLF & COUNTRY CLUB  
REPRESENTATIVE

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

