

LAKE SIDE BALLROOM

And Winery

2024
CONTRACT



WWW.THELAKESIDEBALLROOM.COM | (570)205-0093



Small Hall Pricing

Full Day : Monday - Thursday : \$900

Full Day : Friday - Sunday : \$1500

Half Day : Monday - Thursday : \$300

Half Day : Friday - Sunday : \$600

Large Hall Pricing

Full Day : Monday - Thursday : \$1500

Full Day : Friday - Sunday : \$3000

Half Day : Monday - Thursday : \$650

Half Day : Friday - Sunday : \$1500

Full building rate: \$4000
Outdoor space only (6 hours) : \$300

Full Day Rental : 6 Hours
Half Day Rental : 3 Hours

If heating is required a fee of \$75 per hour will be assessed. (Large Hall only)



Venue Rental Agreement

Reservations for The Lakeside Ballroom are accepted on a first-come, first-served basis only. A signed rental agreement and deposit are required to reserve a date.

- ✓ A signed rental agreement and a 15% deposit are required to reserve a date.
- ✓ We accept cash, checks, MasterCard, Visa, Discover and American Express.
- ✓ The balance of the rental and services is due (7) days before the rental.
- ✓ If the full balance is not paid before the event, we will have to cancel the event.
- ✓ If any damage or theft occurs to our property, you will be responsible for the entire amount of damages.

The rental prices include all of the following:

1. Use of The Lakeside Ballroom, commercial cooler, and restrooms.
2. Free on-site wireless internet can be provided.
3. Full- day rental is a six (6) hour rental with option to purchase overtime.
4. A half- day is a three (3) hour rental.

Furnishing Services:

For an additional fee, The Lakeside Ballroom will rent linens for up to 400 guests including table linens and napkins. Set up of tables & chairs included. Furnishing rate information is on page 7, and is part of this agreement.

Catering Services:

The Lakeside Ballroom will Cater based on the selected package. If the Lakeside Ballroom is not catering, please note, all caterers and food plan must be communicated 30 days before the event. Caterers must provide valid health license and sign a catering contract with the Lakeside Ballroom prior to the event.

Bar Tending and Alcohol Services:

Lakeside Ballroom no longer allows BYOB. Alcohol packages listed on pages 7-10.

1. Alcohol may be served only in areas designated by The Lakeside Ballroom.
2. No alcohol may be served to minors.
3. Alcohol service must end 30 minutes prior to the end of your event.
4. Alcohol service and music for all events must conclude at 11:00 PM regardless of prepaid overtime.
5. The Lakeside Ballroom reserves the right to end alcohol service and/or the event at any of control or dangerous.

X _____

(Renter Signature)

House Rules:

- ✓ Please watch the floors! Do not drag chairs or tables on the floor.
- ✓ Report all spills or breakage to the manager immediately so that proper clean-up measures can be taken.
- ✓ All music should be kept to appropriate levels.
- ✓ Music for all events must conclude at 11:00PM.
- ✓ Children are welcome at The Lakeside Ballroom. However, it is your responsibility to see that they are supervised. Any damage will be assessed the next day. Please stay off landscaping.
- ✓ Smoking is allowed outside only and the ashtrays provided must be used.
- ✓ No candles or open flames allowed inside the building. (unless it is a cake)
- ✓ Everything must be removed from the space the same day unless other arrangements have been made prior.
- ✓ No confetti.

Cleaning/damage Deposit:

A cleaning/damage deposit of \$250 is required prior to the event. If confetti is used, the cleaning and damage deposit is automatically forfeited. Please no confetti, it is very difficult to get off the floor.

Cancellation Policy:

RENTER MUST READ & INITIAL

Deposits are non-refundable. If it becomes necessary for you to cancel your event, we will rebook your date. If cancellations are made within 14 days of the event, you are liable for the full remainder of your contracted balance and can not be rescheduled.

Liability:

The undersigned agrees to indemnify and hold harmless The Lakeside Ballroom, its owners, employees and affiliates from any and all claims, demands, losses, actions and liabilities including: injury to persons, damage to property, including but not limited to those caused by any service, food or alcohol provider and/or their products hired or obtained by the renter; except for such claims, demands, losses, actions or liabilities that arise out of negligence or willful misconduct by said owners, employees or affiliates. The Lakeside Ballroom and its staff will also not be held responsible for lost, stolen or forgotten articles.

The renter has read and agrees to abide by the above rental policies and hereby agrees to rent The Lakeside Ballroom.

Contact Information:

Name of renter : _____

Phone : _____

Address : _____

Event Details:

Date of Event : _____

Between the hours of _____ AM/PM and _____ AM/PM

Large Hall or Small Hall : _____

Renter Signature: _____

Date : _____

**To be filled out by
Lakeside Representative**

Venue Rental : \$ _____

Furnishings Rental : \$ _____

Bar Package : \$ _____

Grand Total : \$ _____

Deposit amount : \$ _____

Lakeside Representative Signature: _____

Date : _____

Bar Packages

Open Bar, Consumption Bar, and Cash Bar packages available

CASH BAR

Guests to pay for their own drinks throughout the event.

CONSUMPTION BAR

The wedding hosts will be responsible for paying per drink. In other words, the consumption bar is like a rolling open tab for every guest at the wedding.

OPEN BAR

Wedding hosts will pay a flat fee for the bar. Multiple packages available. Please see next page .

Bar Package Pricing

CASH AND CONSUMPTION BAR

\$3-5 Draft or Bottled Beer

\$6 Glass of wine

\$6-10 Mixed Drinks

\$1 Soda

OPEN BAR

Beer and Wine Only

Choice of 4
Lakeside Park
wines,
Choice of 4
beers. Upgrade
options available.

(4 hours):
\$18 per person

(5 hours):
\$20 per person

Low-Tier Bar

Choice of 4
Lakeside Park
wines,
Choice of 4 beers,
and all low-tier
spirit options

(4 hours):
\$20 per person

(5 hours):
\$22 per person

Top-Tier Bar

Choice of all
Lakeside Park
wines,
beer, and top-tier
spirit options.

(4 hours):
\$25 per person

(5 hours):
\$27 per person

Beer, Wine, & Mixers

Domestic Beer

Blue Moon
Budweiser
Bud Light
Coors Light
Michelob Ultra
Miller Lite
Labatts
Labatts Light
Twisted Tea
White Claw
Yuengling Chesterfield
Yuengling Flight
Yuengling Lager
Seasonal Craft Beers

Imported Beer

Corona
Modelo

Wine Selections

Catawba
Concord
Chambourcin Rose
Diamond
Gewürztraminer
Merlot
Niagara
Pinot Grigio
Pinot Noir
Riesling

Standard Mixers

Coke
Diet Coke
Sprite
Tonic Water
Club Soda
Ginger-ale
Cranberry
Grapefruit
Pineapple
Mango Juice
Lemonade
Orange Juice

Spirits

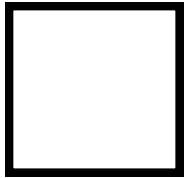
Low-Tier Bar

Bankers Club Vodka,
Bankers Club Gin,
Bankers Club Whiskey,
Calico Jack Spiced Rum,
Jacquin's Amaretto,
Jacquin's Triple Sec,
Jim Beam Bourbon,
Jim Beam Peach,
Tortilla Tequila Silver

Top-Tier Bar

Tito's vodka,
1800 Tequila,
Bombay Sapphire Gin,
Captain Morgan,
Spiced Rum,
Jack Daniels,
Jackazz Lemonade,
Jackazz Malt 95,
Jackazz Vanilla Malt,
Five Saints Orange Liquor,
Five Saints Vodka,
Jackazz Peach,
Jacquin's Triple Sec,
Jim Beam Bourbon,
Mailbu Coconut Rum,
Seagrams 7 Crown Whiskey

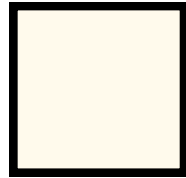
Linen Packages



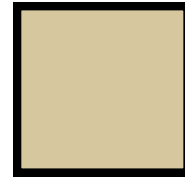
White



Black



Champagne



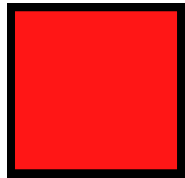
Sandalwood



Burgundy



Forest Green



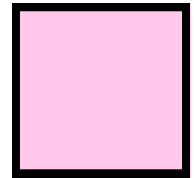
Red



Navy



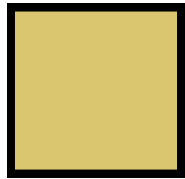
Cadet Blue



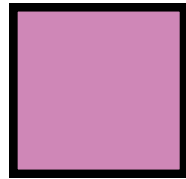
Pink



Light Blue



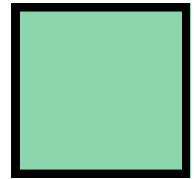
Yellow Gold



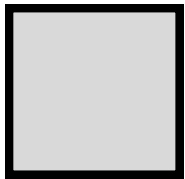
Dusty Rose



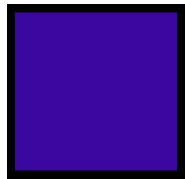
Teal



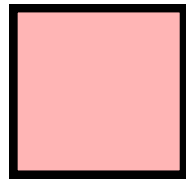
Seafoam



Grey



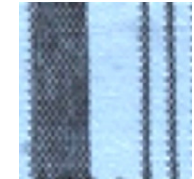
Purple



Peach



Brown



Charcoal Bistro

Table Cloths : \$5 per table

Napkins : 50¢ per guest

Chair Sashes : \$1 per guest

Chair Covers : \$2 per guest

Table Runners : \$3 per table