

PINEWOOD COUNTRY CLUB

Thank you for considering Pinewood Country Club. We take great pride in being honored with the task of helping you to host your special event. Our club is the perfect setting for any occasion, and our staff is dedicated to the small details that often count the most. PCC is here to assist you with a variety of banquet and catering options to choose from. With more than four decades of experience we are certain that your special event will be a wonderful success.

Our Culinary Team can boast of many accomplishments and are eager to execute your menu visions. We offer a variety of menus to choose from including buffet and plated menus.

Our goal is to minimize your efforts so that you may enjoy every moment of your special event. Allow Pinewood Country Club to relieve you of the taxing endeavors of party planning. Taking care of the details is what we do best. You will also find our staff to be resourceful and encouraging in making your event memorable to you and your guests.

Please take time to look over the included policies and menus. Feedback and questions are certainly encouraged throughout your party planning experience with us. We look forward to serving you and greatly appreciate the opportunity to work with you. Thank you again for choosing Pinewood Country Club.

Sincerely,

Keisha H. Brady



Keisha H. Brady, Events Coordinator
Pinewood Country Club
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Our Facilities~ Our event spaces can accommodate parties from 10 to 350 people depending on the details of the event. We look forward to sitting down with you and working out the details for your event. As the Event Host your guests are eligible for golf privileges and use of our facility the day before and day of your event.

Firming Event Date~ We work hard to ensure that every party, wedding reception and business meeting held at our club is a success. Due to the overwhelming demand for our facilities, a non-refundable deposit is required to secure your date. The deposit will be applied in full as payment towards your final invoice. A deposit is required for both member hosted and non-member related events. For non-member events the deposit will also serve as the Room Fee.

Ceremony Locations~ We allow ceremonies to be held on our veranda which can seat 130 people with folding garden rental chairs. We may also offer indoor ceremonies in the event of inclement weather or if an indoor ceremony is preferred.

Member Sponsored Events~ Room rental fees and menu minimums may have exceptions for members. To be eligible for member-sponsorship which provides a discount on the room rental fees, the sponsoring member must attend the member-sponsored event. The member must be directly involved in the event planning process. The member will be fully responsible for all charges (which will be charged to the member's account). The member will be, in effect, cosigning for the event and fully responsible for the actions, fees, and charges incurred by non-members.

Room Rental Fees~ We require a Room Fee for any Non-Member event based off of the event guest count. Should Pinewood Country Club be the destination of your choice for the wedding ceremony, we will offer a reduced rate for ceremony site rental.

Menu Minimums & Service Charge~ Our menu prices are exclusive of tax and service with a minimum of \$27.00 per person. Service and tax will be added to the cost per person upon billing. An 18% Service charge will be added to the total cost. While a portion of this charge will cover some gratuity, it is mainly to cover the unseen cost of set up and break down of our events. Any additional gratuity is an optional call of the event host and always appreciated by our dedicated staff.

Vendors~ Pinewood Country Club is a full Restaurant and Catering operation therefore no outside food will be permitted with the exception of celebratory cakes. Pinewood Country Club is happy to work with any other licensed vendor of your choosing. We are also happy to suggest vendors such as photography, videography, cake designers, florist, music and entertainment who have proven themselves to uphold the integrity of the PCC standards.

Planning Schedule~ Menu selections and planning can commence at your discretion. We are readily available to answer questions at any time and encourage you to contact us. Although we are happy to help coordinate event details, all arrangements with your various vendors will need to be confirmed by you. Menu selections, guest count and vendor information are required 30 days prior to your event at the final meeting.

Payment Schedule~ To book your event date we require a non-refundable minimal deposit. Your final payment is due 24hrs prior to your event. Final bill will be closed upon a proper head count conducted by our staff during the event and all Open Bar inventory has been completed.

Attire~ Please note that Denim is NOT allowed inside the clubhouse under any circumstances. If you would like to receive an official copy of the Club house rules and Dress Code, please see the Event Coordinator.

Initial Tours and Additional Walk-throughs~ We encourage prospective participants to take a tour through our beautiful facility and understand that it may be of importance for currently booked clients to re-visit Pinewood Country Club before a scheduled event. Out of respect for the privacy of our members and other event hosts, we kindly request that these visits are on an appointment only basis. Please contact the Event Coordinator for availability.

*Country Club attire is mandatory

Dates, Deadlines, and Details~ Pinewood Country Club will allow soft dates to be booked and notify potential hosts if another party is interested in the same date, however, we are obligated to a first come first serve secure deposit to hold a firm date for events.

In preparing for your event and ensuring that your event is properly catered PCC requires a minimum guest count number 30 days prior to your event. Our detail-

oriented staff will conduct an accurate head count during the event to ensure accuracy.

PCC asks that you share any details concerning your event and to keep us updated of any changes. Our mission here at Pinewood is to help you plan a seamless event.

Plated Meals~ All parties offering a plated meal will be required to give the club the exact number of each entree choice 10 days prior to your scheduled event. You will also provide coded place cards with distinct colors or coding indicated on the front of the card to indicate selected meals or dietary restrictions which must be approved prior to the day of the event.

Event Decoration Policies~ We thank you for not using any glitter or confetti products. No tacks, nails, or other tool that may cause damage to our walls will be permitted. Any open flame items must be preapproved by the Event Coordinator.

Golf Carts~ The club will provide golf cart(s), when requested, to wedding parties for scenic pictures on our award-winning golf course under the oversight of the Event Coordinator. The responsible party will be liable for any and all damages to golf carts and for any misuse by persons connected with the event.

Golf, Swimming, and Facility use ~ We do allow our event hosts to play a round of golf at a discounted rate of \$36.00 per player. Tee times will be available based on member usage. Event Hosts must sign a rules and regulations contract prior to playing. Any violation of the contracts will result in dismissal from the course.

Buffet Menu Options

Buffet Option #1

~36~

House Salad with toppings and assorted house dressings

Red Bliss Potatoes with butter and parsley

Sauteed Sugar Snaps with almonds

Ginger Glazed Carrots

Whole Kernel Corn with fire roasted peppers

Broiled Atlantic Salmon with Dill Cream Sauce

Grilled Marinated Chicken Breast with peppers and onions

Carved New York Strip

Dinner Rolls served with Butter

Assorted Desserts

Buffet Option #2

~35~

House Salad with toppings and assorted house dressings

Blended Wild Rice

Broccoli and Cheddar Cheese Sauce

Sauteed Zucchini, Squash, and Onions

Whole Baby Carrots in a Butter Sauce

Blackened Mahi-Mahi with Peppers and Onions

Marinated Chicken Breast

Burgundy Beef Tenderloin Tips with Button Mushrooms

Dinner Rolls served with Butter

Assorted Desserts

Buffet Option #3

~42~

House Salad with toppings and assorted house dressings

Blended Wild Rice

Broccoli with Cheddar Cheese Sauce

Baby Carrots with Ginger and Butter Glaze

Sauteed Vegetable Medley

Almond Crusted Salmon

Chicken Piccata

Carved Beef Tenderloin

Assorted Bread

Assorted Desserts

Country Cookin' Buffet

~32~

House Salad with toppings and assorted house dressings

Slow Cooked Pulled Pork Barbeque with House Recipe Barbeque Sauce

Rotisserie Style Chicken OR Fried Chicken Drumsticks

Country Style Green Beans

Fried Okra

Hushpuppies

Cornbread & Rolls

Assorted Pies and Cobblers

Cold Hors d'oeuvres

Roasted Vegetable Display - 3.5
- grape tomatoes, peppers, zucchini, squash -

Fresh Vegetable Crudite' Display with Ranch Dipping Sauce - 3.5

Hot Smoked Salmon Tray with all the Trimmings - 4.5

Baked Brie with Fruit Topping in Puff Pastry paired with Crackers -3.5

Petite Chicken Salad Triangles -3

Sesame Seared Tuna Canapes with Wasabi & Ginger -6
-serving size 3 per person-

Fresh Seasonal Fruit Display with Berries -5.50

Assorted Gourmet Cheese Display Boards with Grapes & Crackers -4.5

Jumbo Shrimp over ice with Cocktail Sauce -7
-serving is 4 per person-

Crostini Display -4
*-olive & sundried tomato spread on crostini bread-
-shrimp spread on toasted crostini bread-*

Selection of Assorted Finger Desserts -4.5

Hot Hors d'oeuvres

House Made Fresh Hand Battered Chicken Breast Tenders -4-5
-serving size 3 per person-

Barbeque Meatballs -3

Swedish Meatballs -3

Maryland Petite Style Crab Cakes -3
-serving size 2 per person-

Spring Rolls – Vegetable – 3

House Prepared Quiche Florentine – 3

Crab Stuffed Silver Dollar Mushrooms -3.5
-serving size 2 per person-

House Made Dips

Hot Crab Dip with Pita Chips -5

Spinach & Parmesan Dip with Pita Crisps -3

Buffalo Chicken Dip with Pita Crisps -4

Additional Hors d'oeuvres Options

Pasta Bar – Fresh Tossed by the Chef -8

*Greek Style Tri-Colored Tortellini
Penne Pasta Carbonara*

Carving Selections

These Stations are in addition to a buffet or plated option, or in a combination which meets our minimum requirement.

Uniformed Chef Required

Slow Cooked Pit Ham ~6.5

Tenderloin of Beef -10

Rotisserie Style Fresh Turkey Breast ~ 6.5

-Above options are displayed with yeast rolls and a selection of condiments-

Beverage Station

Fruit Punch -16 (per gallon)

Coffee, Tea, Soft Drinks & Lemonade ~3

Salad Bar Buffet Add-On Option

Full Sunday Style “Salad Table” ~ Lunch Only ~

~20~

Cheese - (Crated Mild Cheddar Cheese)

Toasted Croutons

Grape Tomatoes

Mild White Onions

Cucumbers

Assorted Bell Pepper Slice

Potato Salad

Pasta Salad

Other creative salads prepared by the Chef

Grilled Marinated Chicken

House Made Dressings: Ranch, Bleu Cheese, Honey Dijon, Balsamic Vinaigrette, Oil & Vinegar

Fresh Fruit

Freshly Baked Cookies

Beverage Station

Tea

Coffee

Lemonade