



SEABRIGHT BEACH CLUB

Private Events

Thank you for your interest in hosting an event at Seabright Beach Club. We strive to make every function the best that it can be. Your event is very important to us and to that end, we have partnered with Apple Street Catering to supply all food and service for your special occasion. While you are not required to use them, we highly recommend that you do. Our partnership has been designed to make this process as seamless as possible. They have familiarized themselves with our facility and our staff to ensure a successful event.

Seabright Beach Club's Business Manager (732-842-6073) will make the introduction to our contact at Apple Street Catering. From that point, all communication pertaining to food and service for the event will be directly with Apple Street Catering.

General Information

ROOM AVAILABILITY

The Ocean Terrace and the Club Room are available for private use. You may rent a room depending on availability and approval from the Club Manager. Dates may be reserved up to one year in advance by any Club member.

A member must fill out a **Member Function Questionnaire** to inquire about a date. Once the date is confirmed by the Club and Apple Street Catering (if food is needed), the member must complete the **Member Party Confirmation Contract** along with a non-refundable deposit of \$500 within seven (7) days of receipt.

EVENT PLANNING

Apple Street (or the Caterer of your choice) will be responsible for the following at your event: set up and break down of tables/chairs/place settings and all service except the bar. If you desire to use the Club's place settings, we will be happy to provide these to your Caterer at no additional cost. The Club does not provide linens.

We strongly encourage scheduling two meetings with the Seabright Beach Club Manager to plan your event. The first meeting should be a preliminary walk through of the space and should include any outside vendors (i.e., florist or wedding planner). A final walk through should be scheduled 2-3

ALCOHOLIC BEVERAGES

The alcohol and bar service will be provided exclusively by Seabright Beach Club. Regular bar markups and pricing will be applied to all events. The sale and service of all alcoholic beverages is regulated by the New Jersey State Division of Alcoholic Beverages and Tobacco. Seabright Beach Club is responsible for the administration of those regulations. It is the policy, therefore, that no alcoholic beverages may be brought into the Club for any function. The consumptions of alcoholic beverages by those under twenty-one (21) years of age is strictly prohibited anywhere on Club property.

weeks prior to the event to review final arrangements. This will ensure a successful function. A Club Manager will be on site during your entire event.

MENU PLANNING

Included in this information packet are several Apple Street sample menus. These selections, while designed to satisfy any palate, can be customized to meet your specific needs and budget. Please feel free to present your ideas to Apple Street. They welcome the opportunity to provide you with a personal, creative touch.

To have a successful event, it is important to have one contact person who will be responsible for letting us know all of your needs. Menu plans must be completed a minimum of two weeks in advance of your function date to allow for adequate preparation time.

Menu prices are subject to change due to fluctuations in food market prices. However, a cost-per-person estimate will be guaranteed forty-eight hours in advance of your event.

Cancellation of an event(s) within (7) business days will be billed at 40% of the cost of food plus labor and materials ordered.





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There will be three (3) potential invoices for your event. The first will be charges for the room rental and bar that will be charged to your Seabright Beach Club Account. The second invoice from Apple Street Catering (*or the Caterer of your choice*) and the third invoice from the service provider. This is the most cost-effective scenario for our members.

MEMBERS*

Ocean Terrace/Club Room \$500.00
Dance Floor \$375.00
Bartender Fee \$75.00/per

NON-MEMBERS*

Ocean Terrace/Club Room \$1000.00
Dance Floor \$375.00
Bartender Fee \$75.00/per

*Subject to Sales Tax

Private Event Guidelines

1. All parties are to be held by private invitation only. Parties without select invitation lists will not be permitted. Use of the Club for commercial or business purposes is not appropriate and therefore prohibited.
2. The sponsoring Member must attend the function and be present for the duration of the event.
3. The Member agrees that any minors in attendance at the event shall be always supervised.
4. Events for the purpose of fundraising are not allowed.
5. The Club Member having or sponsoring the party shall be responsible for any damage caused by the installation of party décor and shall be responsible for the removal of all such party décor. Removal of Club property from the Club's premises is forbidden, as in the marking, cutting, defacing or other injury to the same. Such action may result in the Member/sponsor being charged for damages and/or forfeiture of part or all the required security deposit.
6. Decorations, floral arrangements, etc., used for the event must be removed from the Club premises immediately afterward or no later than 9:00 a.m. the following day. All deliveries (equipment, floral arrangements, entertainment, etc.) must enter and exit through the ramp by Manager's Office.
7. The Club shall not be responsible for any loss or damage to any private property brought into or stored on the Club's premises.
8. All beverages consumed on Club properties must be furnished by the Club.
9. No performance by entertainers will be permitted on Club property without permission.
10. The Club closes at 11:30 p.m.
11. Any form of smoking (such as cigars, cigarettes, pipes, e-cigs, vaping, etc.) is strictly prohibited either within or under any Club structure, including the gazebos and awning. It is also prohibited on the Ocean Terrace (including the deck area).
12. Charges for room rental and bar will be billed to the Member's account. If the Member utilizes Apple Street, they will pay them directly for all catering. An additional invoice for the service staff will also be paid directly to that organization.
13. Event attendees are expected to always conduct themselves as ladies and gentlemen. Failure to do so will result in appropriate action being taken to correct the behavior by the SBC Manager on Duty. The SBC Manger on Duty reserves the right, to his or her sole discretion, to ask the offending person(s) to leave the premises and/or to promptly end the event.

