

**Black Knight Country Club**  
P.O. Box 3064  
(2400 South Kanawha Street) Beckley, WV 25801  
304-253-7321  
www.blackknightcc.com

**Room Rental Agreement**

General Information	Function Booking Information
<b>Organization</b> _____ <b>Contact Person</b> _____ <b>Address</b> _____   <b>Telephone</b> _____  <b>Email</b> _____  <b>Fax</b> _____  <b>All non-member functions must pre-pay an estimated invoice fourteen days prior to the event. Outstanding balances must be paid within seven days after the function. Overpayments will be refunded within seven days after the function.</b>	Date of Function _____  Arrival Time _____  Start Time _____  Finish Time _____  Number Expected _____  <p style="text-align: center;">Amount of deposit paid.</p> Cash _____ Check _____ Credit Card _____ Type M/Acct. _____

**Room Options:**

Room Name	Day	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.
Directors Room		\$ 75.00	\$1,000	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Dining Room		\$ 150.00	\$1,000	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Ballroom		\$ 250.00	\$1,000	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
All Upstairs		\$ 400.00	\$1,000	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Swimming Pool		\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Evenings Only							

Equals minimum opening charge.

**All reservations are made upon and subject to the following rules and regulations.**

- 1 All food and beverages must be provided by the Club. Outside food and beverages are prohibited.
- 2 Deposits are non-refundable.
- 3 When decorating, nails, pins, tacks, staples and tape (accept for blue painters tape) are prohibited.
- 4 The undersigned agrees to pay for any damage to any part of the premises or equipment caused by any person invited by or on behalf of the undersigned.
- 5 All functions must end no later than 12:00 midnight.
- 6 Function sheets with menus and charges shall be deemed to be a part of this contract when finished.
- 7 All room rents are subject to 6% sales tax.

Sign and return

\_\_\_\_\_

Customer Signature

\_\_\_\_\_

Date

