

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
Organization _____	Date of Function _____
Contact Person _____	Arrival Time _____
Address _____	Start Time _____
Telephone _____	Finish Time _____
Fax _____	Number Expected _____
Email _____	Amount of deposit paid.
	Cash _____
	Check _____
	Credit Card _____ Type _____
	M/Acct. _____

Room Options:								
Room Name	Day	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
Directors Room		\$ 75.00	\$1,000	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Dining Room		\$ 150.00	\$1,000	\$150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 250.00
Ballroom		\$ 250.00	\$1,000	\$250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 400.00
All Upstairs		\$ 400.00	\$1,000	\$400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 650.00
Swimming Pool Evenings Only		\$ 250.00	\$ 250.00	\$250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00

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 midni
- 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