



Eaglewood

Special Event Options

Will you be playing Golf?

Special Event Golf

\$52.00 Fri/Sat/Sun

\$48.00 Mon-Thurs

Includes 18 Holes of Golf with Cart &
Unlimited Driving Range Balls (one hour before your event)

Do you need Food & Beverage?

Per Person Options: (minimum of 12 people)

Talon Coffee Bar

\$7.00 per person

Includes Coffee, 1 gallon juice (apple or orange), 3 gallons water, and
Your choice of Muffin, Nutrigrain Bar OR Rice Krispy Treat

Be Ready Hot Dog & Chips Buffet

\$10.00 per person

Includes Hot Dogs, Buns, Condiments, Chips
& Iced Tea or Lemonade

Stay Ready Taco Bar

\$15.00 per person

Includes Taco Shells, Ground Beef, Shredded Chicken, Lettuce,
Tomato, Onion, Condiments & Iced Tea or Lemonade

First to the Fight Hamburger & Hot Dog Buffet

\$16.00 per person

Includes Rolls, Lettuce, Tomato, Onion,
Chips, Cookies, Condiments & Iced Tea or Lemonade

Raptor Pulled Pork BBQ Buffet

\$16.00 per person

Includes Vinegar Based Pulled Pork BBQ, Rolls, BBQ Sauce,
Chips, Cookies & Iced Tea or Lemonade

Crossbow Nation On Course Grilling Experience

\$25.00 per person

Includes Tickets Redeemable at On Course Grilling Stations
2 Food Items (your choice) Hamburger, Bratwurst or Hot Dog
(all with veggies & Condiments), 2 Bags of Chips & 2 Bottles of Water



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Boxed Lunches

Aim High Hot Dog Boxed Lunch

Nathan's All Beef Grilled Hot Dog with cookies, chips, and a bottle of water \$8.00 per person

Fly-Fight-Win Market Sandwich Boxed Lunch

Your Choice of Ham or Turkey Market Sandwich with cookies, chips, and a bottle of water \$13.00 per person

Pre-Order Lunches (Limited to 10-25 People)

- Select from a limited quick turn combo meal (chips & fountain drink)
Your choice of: Burgers, Hot Dogs, Bratwurst, Spicy Chicken Sandwich, Italian Sub or Garden Salad Prices Range From \$8.00-\$16.00 per person

Large Group Options:

Bulk Items

- All Day Coffee Bar \$100.00
Includes Coffee, water, Fruit, Muffins, Nutrigrain Bars & Rice Krispy Treats
- Wing Bar (20 lbs – approximately 160 wings) \$199.00

Party Trays

- Large Bowl of Potato Chips (3 lbs) \$25.00
- Cubed Cheese Platter (2 lbs) \$45.00
- Black Bean & Corn Salsa with Chips (40 servings) – seasonal ingredients \$60.00
- Veggie Tray (30 servings) \$65.00
- Chicken Wing Tray (30 pieces) \$65.00
- Lumpia Tray (50 pieces) \$75.00
- Ham & Turkey with Rolls (30 pieces) \$75.00
- Fruit Tray (30 servings) \$75.00
- Meatball Tray (50 pieces) \$89.00
- Antipasto Skewers (20 pieces) \$99.00

Charcuterie Boards

(Boards include items such as Manchego, Prosciutto, Salami, Chorizo, Cheddar, Gruyere, Katamala Olives, Artichoke Hearts, Croccantini Rosemary Crackers, Orange Marmalade, Black Cherry Conserve, Candied Pecans et.)

- Small Charcuterie Board (serves 6-8) \$99.00
- Medium Charcuterie Board (serves 12-16) \$169.00
- Large Charcuterie Board (serves 18-24) \$219.00



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Drink Tickets

\$2.50 per ticket

This option enables each player to redeem the ticket for any beverage (listed below) of their choice (1 ticket for non-alcoholic drinks & 2 tickets for alcoholic drinks)

Bar Service

Fees Required

A base fee of \$500.00 for the first two hours plus a 20% service fee for bar service set up. Extra hours (or any part of that hour), beyond the first two hours, carry a fee of \$100.00 per hour plus a 20% service fee. All fees and service charges must be paid at the time of contract signing. Actual sales will be evaluated after the event and a refund will be issued up to the amount of the bar fees paid prior to the event (not service fees).

A-La-Carte Options:

Gatorade	\$3.00 ea.	Premium Beer (12 oz)	\$4.50 ea.
Energy Drinks	\$3.00 ea.	Domestic Beer (16 oz)	\$4.00 ea.
Soda (12 oz Cans)	\$1.00 ea.	Premium Beer (16 oz)	\$5.00 ea.
Bottled Water	\$2.00 ea.	Coffee for 20 (3 pots)	\$30.00
Juice (1 gallon)	\$12.00	Iced Water (3 gallons)	\$30.00
Lemonade (3 gallons)	\$30.00	Wine	Available on Request
Keg Beer	Available on Request	Liquor	Available on Request

Can we help you with Prizes/Gifts?

Prize/Gift Bonus Add On Option

\$10.00 pp

Add \$10 per person to your package and your group will receive a \$15.00 CREDIT per person to use toward your choice of gift certificates to our golf shop or any in stock golf shop merchandise

Eaglewood Smartphone App

Let us make your job easier by setting up your event in our free to download smartphone app.

Personalized Online Registration and Event Administration

INCLUDED

Your event will be set up with a customizable registration page and you will have 24/7 access to your administrative page to manage your event just the way you want. Eaglewood staff will provide free training on this even with your event organizers.



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Are you looking for a Private Space?

The Fireside Room	\$125.00*
A separate banquet room able to seat up to 100 with a view of the golf course. Great for retirements, promotions, golf tournaments, or the next Commander's Call or Offsite. A/V equipment is available.	
The Blue Patio	\$75.00*
An outdoor patio with large sunshade, able to seat up to 100 with a view of the golf course. Great for golf tournaments, promotions, or your next casual gathering.	
The Eaglewood Grille Dining Room	\$50.00*
Our main dining area able to seat up to 100 with a view of the golf course. Great for golf tournaments, or your next casual gathering. (Only available outside of normal operating hours)	

*All room fees are priced per four (4) hour block. All events may have the private space fee reduced by \$25.00 for every \$250.00 spent on food during the event. Fees include all set up for the event, tear down and clean up.

**After Hours Events – all events held after normal business hours will be assessed a fee of \$75 per hour for every hour outside of normal business hours.

***Cancellations must be made at least 72 hours in advance to receive a refund of any kind.



Frequently Asked Questions & Other Important Information

(Event POC is required to initial next to each Answer to signify the understanding and agreement to comply with the stated rules and regulations)

Items Q1-Q11 are for all events at Eaglewood

Q1: Can I bring in my own food?

_____ A1: Generally, No. The only outside food allowed is cakes and/or cupcakes; and those items must be coordinated with Eaglewood's management. All other food MUST be purchased through Eaglewood. If Eaglewood is unable to meet your catering needs, you may be granted the permission to coordinate catering thru the Langley Club Off-Site Catering Service, this must also be cleared through the Eaglewood's management. (AFMAN 48-147 3-201.11)

Q2: Can we or our sponsors provide snacks and water in goodie bags and/or party favors we plan to give out?

_____ A2: Not unless they are purchased through Eaglewood. (AFMAN 48-147 3-201.11)

Q3: Can I bring in my own drinks? (donated coffee/juice/beer)

_____ A3: All beverages MUST be purchased through Eaglewood. No outside beverages are allowed on premises. (AFMAN 48-147 3-201.11)

Q4: Can we bring our own decorations for the event?

_____ A4: Yes – with exceptions – absolutely NO glitter, confetti, or offensive decorations will be permitted. Please coordinate your decorations with Eaglewood's management prior to your event. Eaglewood facilities and equipment (*to include golf carts*) must be returned to original condition prior to your departure.

Q5: Can our event participants who do not have a government ID get through the gate?

_____ A5: Yes – with proper coordination. Security Forces is happy to work with Eaglewood to make it easier for your guests to get through the gate. We do need to submit an EAL (Event list with certain PII on those needing access) at least 14 days in advance.

Q6: Is there a maximum capacity to the Fireside Room?

_____ A6: Yes – the maximum capacity under normal operating conditions is 100 people; under certain HPCON restrictions this number may be reduced, and further physical/social distancing may be required.



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Q7: Is Audio/Visual equipment available for us to use?

_____ A7: Yes – Eaglewood has an in-house A/V system included in the price of the room. The A/V system consists of a sound system with one wireless microphone, podium-top mic stand, speakers, 75" large screen television with HDMI hook up capability, Wi-Fi connection, and a non-NIPR computer (loaded with and capable of playing the National Anthem, Air Force Song, and other ceremonial music). If you have A/V requirements beyond Eaglewood's capabilities, you will need to coordinate separately and notify Eaglewood of any planned outside equipment.

Q8: Is there a podium and/or flags on site and available for use?

_____ A8: Yes – Eaglewood has a podium (light brown wood) and both the United States Flag and Air Force Flag available for use as part of the cost of the room.

Q9: May we use the room the day before our event for a rehearsal?

_____ A9: If the room is available the day before you may hold a rehearsal. This must be coordinated with Eaglewood's management and must be held within normal business hours. If you desire to be put on the schedule for your rehearsal to ensure another event does not book at that time you will be charged a separate room fee for your rehearsal in addition to your regular event.

Q10: Can Eaglewood provide tablecloths, napkins, glasses, plates and/or silverware?

_____ A10: Unless otherwise coordinated all food and beverage items will be served with the appropriate tablecloths, table skirting, black plastic utensils and paper products. Porcelain plates, silver wear and glassware are available with applicable service fees.

Q11: Can Eaglewood provide plates and forks if I am bringing my own cake?

_____ A11: Yes – Eaglewood can provide these items and will charge at a per person rate. Costs vary based on what items are requested.

Q12-Q21 are for GOLF EVENTS ONLY

Q12: What is the maximum number of players I can have in my golf tournament?

_____ A12: Due to current golf car fleet size the max number of players for a golf tournament is 100. The course can hold up to 144 players (2 groups on each hole); however additional outside golf car rental fees will be applied. A one month lead time is required if outside golf car rentals are needed for your golf tournament.

Q13: How many people do we need to have in order to have a shotgun start?



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_____ A13: A minimum guaranteed number of 40 players is required to have a shotgun start.

Q14: How many people do we need to reserve all 18 holes?

_____ A14: A minimum guaranteed number of 100 players is required to reserve all 18 holes for your event.

Q15: What holes will our groups be assigned to for our golf tournament?

_____ A15: The PGA Professional Staff will assign the holes used for your group. Typically, if your group is under 100 players, then we will utilize a modified shotgun start utilizing the number of holes needed to maintain proper flow and utilization of the golf course while ensuring your groups stays together and finishes together and on time. The holes used will be determined based on the time of your start and various other factors considered on the day of your event.

Q16: When do I need to provide my list of players?

_____ A16: Eaglewood has its own smartphone app that will allow you, as the tournament director, to have administrative access to the list of players and will also allow your players to register online eliminating the need for spreadsheets or paper registration lists.

Q17: Do I need to determine on which hole our golf tournament players will start?

_____ A17: No – the PGA Professional Staff will assign holes in a manner that fits the course and ensures that your group will play in the fastest time possible. If you have a DV who you would like to make sure is leading your group, please let Eaglewood's management know your intentions.

Q18: Can we have extra carts for our Commander and/or photographer to ride around and see our players?

_____ A18: Yes – Your group is welcomed to use 2 additional carts for the Commander and/or photographer. Should you need additional carts they are available for rent at the price of \$18 per cart.

Q19: We have volunteers who want to drive the beverage cart, is this allowed?

_____ A19: This is possible, given that everyone in the cart is at least 21 years old. We will issue your selected drinks onto the cart and inventory that selection at the start of the day, add any items that are restocked during the day and then inventory the leftovers at the end of the day and you will be charged only for what was sold/handed out.

Q20: Do we need to provide our own supplies for the registration table (i.e. change fund, tickets, string, etc.)

_____ A20: Yes – any supplies needed at your registration table you will need to supply. This includes a change fund. If your tournament package includes food and/or drink tickets, they will be provided by Eaglewood for that purpose only.

Q21: Does Eaglewood provide Longest Drive and Closest to the Pin contest markers?



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_____ A21: Yes – Eaglewood can provide, place and retrieve these markers for you. Please coordinate with Eaglewood's management how many of each you would like to have.

End of FAQ's