



Weddings

The Berkeley Country Club at Exeter Plantation

The premier wedding venue in the heart of the South



Berkeley Country Club at Exeter Plantation



Thank you for considering Berkeley Country Club for your important event! We cannot deny how fabulous it is to live in a city known for its rich history and gorgeous visuals. And when it comes to your wedding, there is no greater setting than under centuries-old live oak trees and Spanish moss, with an 18th century rice plantation as a backdrop. Your guests will be mesmerized by the Low country breezes and the Southern perfection of your wedding. With indoor and outdoor facilities and options to match any budget, Berkeley is the perfect venue to host the most important event of your life!

The Clubhouse



Berkeley Country Club is a beautiful, spacious venue, suitable for groups of all sizes. Clubhouse rental includes the Ballroom, and wraparound porch overlooking the course. Guests are able to move freely throughout the various dynamics of your event. Setup in the Ballroom can begin no earlier than 7a.m., and the event must end no later than 12a.m. Rental fees begin with setup and end with break down. You are permitted a 30-minute grace period after the event ends to collect all décor and vacate the clubhouse. If this grace period is exceeded, you will be charged for each additional hour. This applies to all caterers and musicians as well. A \$500 non-refundable deposit is due at the time of booking.

Exclusive Use – October-February	
Monday- Thursday	3 hours - \$750 (additional hour \$125 each)
Friday-Sunday	3 hours - \$900 (additional hour \$125 each)
Ceremony Fee	\$200

Exclusive Use – March-September	
Monday- Thursday	3 hours - \$800 (additional hour \$150 each)
Friday-Sunday	3 hours - \$975 (additional hour \$150 each)
Ceremony Fee	\$200

The Clubhouse

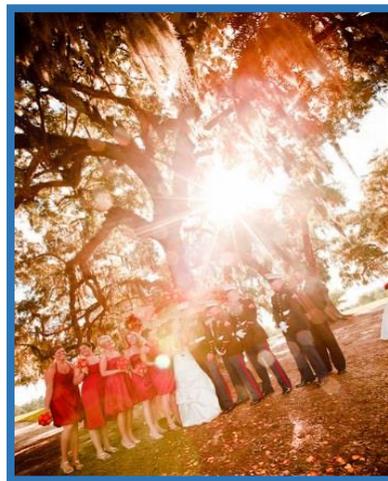
Facilities and Services

Music: The Clubhouse can accommodate a small band or DJ. Music set up outdoors must end no later than 10:00pm due to noise restrictions. The club has final authority over all musicians and entertainment with regard to volume and professionalism.

Seating: The Clubhouse accommodates up to 250 people standing comfortably, with seating and tables provides for 175.

Clean up: Clean Up Fee: \$75 for less than 100 guests; \$150 for 100+ guests

Storage Fee (Optional): \$500. This fee applies for equipment/decorations/food storage prior to the day of the event.



Booking Perks

Preferred Vendors

Upon request, your event coordinator will provide you with a list of preferred vendors to be used for your event. This list suggests recommended caterers and other event vendors. You may bring in any vendor as long as they are a professional, licensed company. Caterers may only use our kitchen for warming purposes and food preparation. Any equipment that is missing from the kitchen will be the responsibility of the renting party. Friends and/or relatives may not use the kitchen.

Golfing Benefits

Included with your booking, your wedding party will receive two free rounds of golf to be used the weekend of your event! Speak with your event coordinator about setting up day-of tee times, bachelor or bachelorette parties, etc. to receive special group rates and entertain your guests while they are in town!

Berkeley Country Club has direction cards available for your invitations! Ask your event coordinator for pricing.



Bar Packages

The Hosted Bar

Berkeley Country Club is required by law to be the sole provider of any alcoholic beverages. The Club recommends bar packages to last three hours based on our Alcohol Awareness Training. The packages may last no longer than four hours. All packages are priced per person over the age of 21 and include plastic ware, mixers, juice, fruit garnishes and ice.

Premium Bar Package
3 hours - \$19.50 per person
4 hours - \$22.00 per person

Call Bar Package
3 hours - \$16.50 per person
4 hours - \$19.00 per person

Liquor
Absolut Vodka
Bombay Sapphire Gin
Bacardi Rum
Crown Royal Blended Whiskey
Maker's Mark Red Label Scotch

Liquor
Smirnoff Vodka
Jim Beam Bourbon
Bacardi Rum
Gordon's Gin
Seagram's 7 Whiskey

Wine (Select Two)
Merlot
Pinot Noir
Chardonnay
Pinot Grigio
Sauvignon Blanc

Wine
Merlot
Chardonnay

Beer (Select Three)
Corona
Heineken
Bud Light
Miller Lite
Yuengling
Budweiser

Beer (Select Two)
Bud Light
Miller Lite
Yuengling
Budweiser
Coors Light
Michelob Ultra

The above prices do not include applicable taxes and an 18% gratuity. Bartender Fee: \$100 per bartender. 2 bartenders are required for every event with more than 75 guests; 3 bartenders are required for parties with more than 150 guests

Bar Packages

Beer & Wine Package
3 hours - \$13.00 per person
4 hours - \$15.50 per person

Wine (Select two)
Merlot
Pinot Noir
Chardonnay
Pinot Grigio

Beer (Select two)
Bud Light
Miller Light
Coors Light
Budweiser
Yuengling

Cash Bar Pricing	
Premium Brands	\$7.50
Call Brands	\$6.50
Wine	\$5.75
Imported Beer	\$4.00
Domestic Beer	\$3.00

Non-Alcoholic Package (not required if purchasing another Bar Package)
\$5.00 per person
Soda, Juices, Sweet Tea & Unsweet Tea

Coffee Station
\$2.50 per person
Regular & Decaffeinated

Event Application

Contract

When the arrangements are satisfactory, you will receive a copy of the contract. Please sign and return this agreement to the General Manager. After you have secured your date with a signed contract, adjustments to the guest count, bar packages and rental equipment can still be made.

Deposit

Berkeley Country Club requires a \$500 non-refundable deposit, due on the day of booking. Your deposit can be credited toward your event if all procedures are followed correctly. If your deposit is not received on the day of booking, your reservation will be cancelled and the Club will have no further obligations under this agreement.

Payment

The total cost of the event as stated on contract is due two weeks prior to the event, once a final headcount is established. If the payment is not received, the Club has no obligation to continue with the event. If any additional fees are applied after payment is received, such as damages to the property or time extension, the party will be billed a final invoice once the event is completed. Payments can be made in installments of your choice prior to the event.

Cancellation

Cancellations and postponements are handled on a case-by-case basis. Please note: the initial deposit received to hold the date of the event is non-refundable in every case.

Event Application

Guest Count

The final price of the event is based on your guaranteed number of guests. The projected number of guests stated on the contract will be used unless the General Manager is notified otherwise. A minimum number of guaranteed guests is due one month prior to the event, and any additions can be made up until the final payment is due, two weeks prior to the event. If a head count at the event verifies that more guests are in attendance than stated on the final contract, the party will be billed for the additions.

Beverage Service

Berkeley Country Club will be the sole provider for alcoholic beverage services. The Club holds a liquor license granted by the state of South Carolina, and our staff is trained in the proper service of alcoholic beverages. Responsible beverage service includes not serving anyone who the Club (in its sole discretion) deems intoxicated or who is under the age of 21. The party understands and agrees to abide by these policies and to uphold the laws of the state

Inclement Weather

In case of rain, the clubhouse will be the back-up venue for all outdoor activities, including wedding ceremonies.

Outside Vendor Information

Berkeley Country Club does not assume any responsibility or liability for wedding planner services.

Frequently Asked Questions

Q: How long can the reception last?

All guests and members of the party are required to be off the site (with all décor) 30 minutes after contracted end time.

Q: Are there any musical restrictions?

Due to neighborhood noise restrictions, any outdoor event must be finished by 12:00 am.

Q: Do you provide chairs at the ceremony site?

Ceremony chairs should be rented from an outside vendor. You can have them deliver the chairs to the site the evening prior or morning of event. Please make arrangements for Rental Company to pick up your ceremony chairs the morning after the event when it is daylight. This must be done before 9:00am

Q: Can I have a specialty drink at the reception?

Yes, however, our bartenders must prepare the beverage during or prior to the event. The beverage must contain ingredients included on the bar package of choice or any inferior packages. No outdoor liquor is permitted on site.

Q: How do I book my event with Berkeley Country Club?

In order to reserve your first date of choice, please speak with the General Manager at Berkeley Country Club as soon as possible. Once a deposit is received, your date will be booked.

Q: Do you allow outside wedding planners?

Yes. Wedding planners are strongly encouraged but not required.

Q: Are dogs permitted on the grounds?

Pets are welcome outdoors at Berkeley Country Club but not allowed in the Clubhouse

Frequently Asked Questions

Q: Is there adequate space for parking?

We have a parking lot available for guests at the Clubhouse

Q: How many weddings do you allow on site in one day?

There is only one wedding rental allowed on site each day.

Q: Are outside caterers allowed?

Yes. The caterer must be a licensed professional. Your Event Coordinator can provide a list to choose from if needed.

Preferred Vendor List

This list suggests recommended caterers and other event vendors. You may bring in any vendor as long as they are a professional, licensed company. Caterers may only use our kitchen for warming purposes and food preparation. Any equipment that is missing from the kitchen will be the responsibility of the renting party. Friends and/or relatives may not use the kitchen.

<i>Caterers</i>		
Country Club Catering	Lee Ray	843.568.1806
<i>Rentals(Chairs, Tables, Linens, Flatware, Tents)</i>		
Sparkles Events	Betty Anne Rhode	843-835-3209 www.sparkleevents.com Sparkles@lowcountry.com
Snyder Event Rentals	Jennifer Cunningham	843.766.3366 ext. 241 www.snyderevents.com Jennifer Cunningham jennifer@snyderevents.com
<i>Event Planners</i>		
Sparkles Events	Betty Anne Rhode	843-835-3209 www.sparkleevents.com Sparkles@lowcountry.com
<i>Music</i>		
John Bowzard		843.813.5628
<i>Florist</i>		
Plantation Florist and Gifts	Gene Harper	843-572-3222

Berkeley Country Club provides a list of preferred vendors and their contact information. If the party prefers another vendor aside from this list, the party or planner must submit the vendor's name and credentials to the Event Coordinator at least 30 days in advance of the event for approval/denial.

Please provide any and all outside vendors with the Club's list of Policies and Procedures and the event contract, as the party is responsible for the services or damages of their outside vendors. You agree to hold harmless the Club, employees and affiliates from any and all claims, actions, suits or allegations for damages to persons or property which relates or pertains in any way to the event. Further, you agree to indemnify the Club for any and all costs or losses which may be incurred by the Club as a result of such claims.

By signing below, I acknowledge that I've read all policies and procedures and would like to host my event at the Berkeley Country Club abiding by these terms.

Signature of Client

Date

Signature of Manager

Date

