



All pricing and amenities are for the 2023 Season.

CONTENTS:

A Unique Setting.....2

Event Space Descriptions and Capacities.....3

Clubhouse Floorplan and Area Map.....4

Package Options.....5

Appetizer Menu.....6

Dinner Menus.....7

Dessert Menu.....8

Frequently Asked Questions.....9

Event Request Form.....10



Pine Hills

1665 N 2501 Rd
Ottawa, IL 61350
815.434.3985
ottawapinehillsgolfclub.com

A unique setting for every event

Events at Pine Hills

Pine Hills is conveniently located off of Route 23 just south of Ottawa. Our Clubhouse has beautiful, panoramic views of the course. We offer all-inclusive food and beverage packages that can be tailored for any event and options to use our in-house decorators to help make planning your special day as efficient and convenient as possible.

Outdoor Ceremonies

Pine Hills offers the option of outdoor ceremonies after 4pm. Our ceremony site features a natural stone staircase and pathway leading to a heart paved plateau with a gorgeous steel moon arbor. The surrounding gardens are flanked by boulders and the plateau offers elevated views of Covell Creek, the architectural interest of the course bridge, golf greens, and endless once in a lifetime photo opportunities. The site includes a bin building and bench seating for up to 75 guests (plus standing room). With both covered and outdoor spaces there are options for what mother nature has in store for your day.

***We also offer a wooded creek-side site for intimate ceremonies of 20-30 people
no seating*

Intimate Receptions and Cocktails

Our Clubhouse can accommodate up to 75 guests for sit down dinners and up to 110 for Cocktail style parties. In order to host a reception on a night that the Pine Hills Bar & Restaurant is normally open we must close to the public for a private event. Clubhouse rental includes private use of the main level plus our deck, tent, and back patio areas. During nice weather events can sprawl inside and outside.

Be Our Guest!

We know that planning a wedding can be a stressful and complicated task. We also know that your wedding is one of the most important events of your life! Whether it is an outdoor ceremony or an intimate reception dinner, your event is special and deserves to be treated with the utmost care and attention. To schedule a tour of our Clubhouse and Gardens or for additional information please contact Adrienne at 815.434.3985 or via email at adrienne@ottawapinehillsgolfclub.com

Under Construction

2023 expansions are underway and will include an open air pavilion to expand our reception capabilities in 2024.

1665 N 2501 Rd
Ottawa, IL 61350
815.434.3985
ottawapinehillsgolfclub.com

Event Spaces, Deposits and Rental Fees

Our customized proposals are designed to reflect our client's taste and budget. While each event is unique, we are flexible and willing to work with you based on your needs. We look forward to working with you to find out which of Pine Hills options will best fit your event.

Clubhouse Reception

Pine Hills Clubhouse holds up to 75 guests for a sit down dinner or 110 for a cocktail style party. Packages are an all-inclusive per-person rate. Packages include:

- 6 hours use of the Clubhouse
- 5 hours of bar service
- Black or white linens
- Choice of ALL-INCLUSIVE Deluxe or Premium Food and Beverage Package
- On site coordinator
- Private use of the main level, deck, tent, and back patio areas

Outdoor Ceremonies

Outdoor ceremonies are held after 4pm. In this case, the golf course has to be shut down. Site rental includes private use of the site for 2 hours.

Rehearsals

Ceremony fees include a 1.5 hour rehearsal time prior to the event. For an additional charge Pine Hills offers on-site drink and appetizer packages along with the option to have a more formal rehearsal dinner in the clubhouse or to use the back patio, tent, and deck area.

Rental Fees

PEAK SEASON April - November

Outdoor Ceremony Site \$2,000 (2 hrs)

Creek-side Ceremony Site \$800 (2 hrs)

Clubhouse \$3,200

Ceremony Site+Clubhouse Combo \$5,000
(private use of all amenities for 6 hours)

WINTER SEASON December - March

Outdoor Ceremony Site \$1,400 (2 hrs)

Creek-side Ceremony Site \$560 (2 hrs)

Clubhouse \$3,200

Ceremony Site+Clubhouse Combo \$4,200
(private use of all amenities for 6 hours)

Sunday-Thursday less \$500 on all rental fees. Sundays of Memorial Day, Labor Day, and Columbus Day are at the Friday & Saturday rate.

Pricing does not include Ottawa's 6.75% sales tax or 20% Service Charge (*gratuity*)

Deposits

A \$1,500 non-refundable deposit is required to book a date and time for a ceremony and/or reception. 75% of the remaining commitment is due 3 months prior to the date and final headcount and payment are due 10 business days before the event.

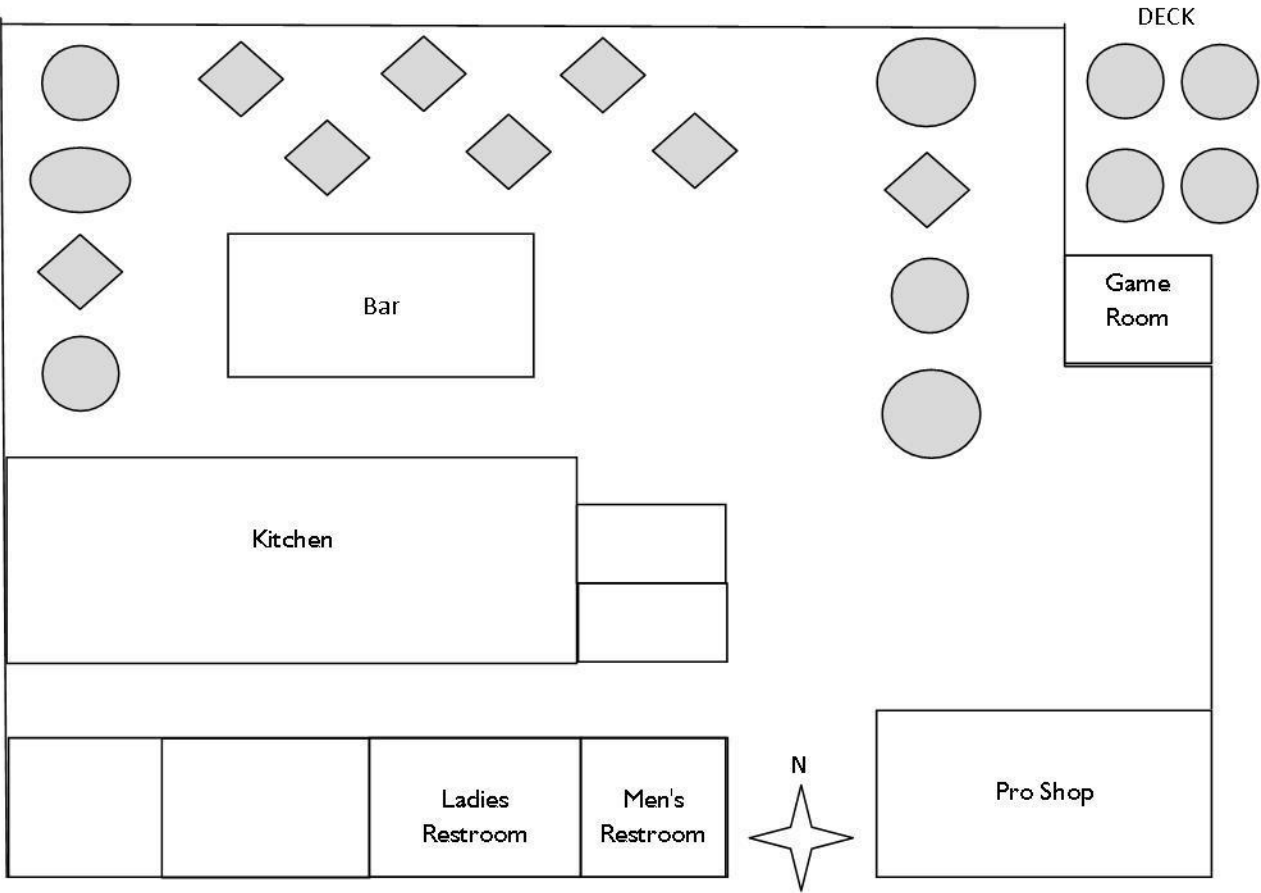
In-House Decorators

If you would like our in-house decorators to assist with your ceremony and/or event they are available for an additional charge with the option to use our growing collection of wedding decor.

Morning after Brunch

For an additional charge we provide the option for parties to book a custom morning-after brunch.

Clubhouse Floorplan



ALL-INCLUSIVE RECEPTION PACKAGES

DELUXE

\$85 per person

Five and One Half Hour Reception

Bar Snacks

Two Appetizers

Plated Dinner, Buffet, or Station Setup

Five Hours Standard Brand Bar

Wedding Cake & Coffee Service

One Additional Dessert

Cocktail Service during Dinner

Choice of Black or White Linens

Champagne Toast

Deluxe Dinner Options:

Cod or Salmon

Chicken Parmesan or Chicken Piccata

Apricot BBQ Glazed Pork Chop

New York Strip

Standard Brand Bar:

Smirnoff Flavored Vodkas, Titos,

Bacardi, Captain Morgan, Malibu,

Jim Beam, Jack Daniels, Southern

Comfort, Fireball, Sambuca, Jägermeister

Seagram's 7, Seagram's VO

Domestic Cordials

House Wines, Domestic Beer, & Soft

Drinks

Draft Beer-assorted craft

PREMIER

\$100 per person

Five and One Half Hour Reception

Includes ALL Deluxe Package Inclusions

PLUS

Three additional Appetizers

Five Hours of Premium Brand Bar

Premier Dinner Options:

Cod or Chicken Oscar

Parmesan Crusted Cod

Cod with White Wine Sauce

Shrimp

Surf & Turf = Baseball Filet & Shrimp

Prime Rib

Rib-Eye

Premium Brand Bar:

Includes ALL Standard Bar Inclusions

PLUS:

Grey Goose, Absolut, Kettel One,

Beefeater, Tanqueray,

Patron, Don Julio, Casamigos,

Jameson, Johnny Walker Black, Dewars,

Makers Mark, Glenlivet, Screwball, Chivas

Regal, Crown Royal

***With a 2 week notice, Pine Hills is able to provide any beer, wine or liquor as long as our suppliers have it in stock.*

APPETIZERS

BAR SNACKS

Gourmet Mixed Nuts and Gardettos Deluxe
at the bar all evening

HOT CHOICES

Chicken Bites: Naked, Buffalo, Hot or BBQ with Ranch or Bleu Cheese
Choice of 2 sauces listed above.

BBQ Meat Balls

Pizza Nuggets with Marinara

Fried Mushroom Slices with Ranch

Elote Bites (sweetcorn, cheese & jalapeno) with Jalapeno Ranch

COLD CHOICES

Fresh Seasonal Vegetable Tray with Ranch

Fresh Seasonal Fruit Tray with Cream Cheese Dip

Shrimp with Cocktail Sauce

Fresh Mozzarella (Caprese Salad)

Bruschetta

Pinwheels

SILVER DOLLAR SANDWICH TRAYS

MEAT & CHEESE: Ham or Turkey with American or Swiss, lettuce, and tomato

DELI SALAD: Chicken Salad, Tuna Salad, or Egg Salad

ITALIAN BEEF, PULLED PORK BBQ

DINNER ENTREES

Dinners include fresh dinner rolls with butter, a side of vegetables, potato-unless otherwise stated, and salad.

DELUXE Dinner Entrees

Cod – Broiled or Fried

Salmon – Broiled or Blackened

Chicken Parmesan *w/Pasta Alfredo & a side of vegetables-no potato*

Chicken Piccata *w/Pasta Alfredo & a side of vegetables-no potato*

New York Strip

Apricot BBQ Glazed Pork Chops

PREMIER Dinner Entrees

ANY of the DELUXE options plus:

Cod or Chicken Oscar

Shrimp – Broiled or Fried

Surf & Turf – *Baseball Filet & Shrimp*

Prime Rib

Rib-Eye

SIDE OPTIONS

Potato –Baked or Roasted w/Garlic & Rosemary

House Salad Dressings – French, Ranch, 1000 Island, Italian, Creamy Roasted Garlic, Creamy Bleu Cheese, Caesar, Honey Mustard, Poppy Seed, or Spring Vinaigrette

DESSERTS

Chocolate Chunk Cookies

White Chocolate Macadamia Cookies

Brownies

Carrot Cake Cupcakes

9 inch Gourmet Cheesecake

New York Cheesecake with seasonal fruit topping, White Chocolate Amaretto, Chocolate Kahlua, or Turtle

Frequently Asked Questions

Additional Event Information

Q: What kind of environment and service can I expect at Pine Hills?

A: Pine Hills is a casual golf club, bar and restaurant. Servers are attentive. Events lean towards a finer dining service in a more casual environment.

Q: How do I book an event at Pine Hills?

A: You can confirm your date by emailing Adrienne at adrienne@ottawapinehillsgolfclub.com. If the date is available, space is considered reserved once a signed contract and deposit have been turned in. We can only hold a date for 24 hours without a deposit payment in full.

Q: How long will my event last?

A: Event pricing is based on a 5 ½ hour reception. Events may be extended at an additional cost.

Q: When can I start my reception?

A: Receptions may begin as early as 5pm, and conclude no later than 12:30am.

Q: Can I set up early for my event?

A: Yes. Your setup time will be arranged with our Event Coordinator.

Q: Can I order children's meals or special meals?

A: Yes. We offer a variety of options for the young party-goers. We also provide customized meals for vegetarians or any guests who may have specific dietary restrictions.

Q: How do you determine pricing?

A: Pine Hills prices are competitive with other area event spaces and reflect current market prices of food and drink.

Q: Is gratuity automatically added to my bill?

A: Yes. Individual guest tipping is still welcome.

Q: Will my event be private?

A: When you rent the entire Clubhouse we close to the public and make it as private as possible for your event.

Q: Do you have a Bride's room?

A: No. At this time we do not have a Bride's room.

Please note that Pine Hills is a public bar and restaurant—not a banquet facility. In order to best serve a private event we must close its doors to our faithful patrons. Other facilities charge fees to open their doors for an event. Pine Hills rental fees must justify closing the Bar & Restaurant to normal, daily business.

Wedding Event Request Form

Use this form, combined with the appropriate pages from this planning booklet, to request an event with Adrienne. You may reach her by email at adrienne@ottawapinehillsgolfclub.com or by phone at 815.434.3985.

Engaged Couple: _____

Address: _____

Preferred Email Address: _____

Preferred Phone: _____

Event Date: _____ Event Time: _____

Event Space(s) Requested: _____

Estimated Number of Guests: _____

Additional Information or Special Requests:

Pine Hills Event Policies:

- Reservations are not final until a signed contract and non-refundable deposit have been submitted.
- Cancellations less than 60 days prior to the event date forfeit the.
- A final payment and guest count is requested no later than 10 days prior to your event. The final guest count is the minimum number of guests that will be paid for.
- State and local taxes are applied to the final bill.
- Client agrees to clear out of the designated area no later than 12:30am.
- All decorating must be cleared with our Event Coordinator.
- The client agrees to indemnify and hold harmless Pine Hills Golf Club, its agents and employees, of and from any and all liability arising out of negligence of the clients during the client's event and activities on the premises of Pine Hills.
- Pine Hills is not responsible for any personal belongings lost, stolen, or left on Pine Hills property.
- All persons consuming alcoholic beverages in any area of the Pine Hills premises must be 21 years of age or over. Pine Hills reserves the right to terminate liquor service at the Event if minors attending intend to consume alcoholic beverages. Liquor cannot be brought into Pine Hills from outside sources.

I have read and agree to the above policies and event pricing.

Authorized Signature: _____ **Date**_____

Pine Hills Signature: _____ **Date**_____