

EST. 1991

FOXCHASE EVENTS

2019 Rental Information

\$250.00 – Pavilion

This Venue Rental Fee is for use of the Outdoor Woods Pavilion.

\$150.00 – Palmer Room

This Venue Rental Fee is for use of the Indoor Palmer Room.

\$3.00 Each – Ivory Chair Covers (Indoor Only)

Add a chair sash at no additional cost (various colors are available).

\$3.00 Each – White Padded Chairs (Outdoor Only)

\$100.00 – Lawn Games Package (Outdoor Only)

Includes: cornhole, giant jenga, giant connect four, use of the fire pit and more.

\$50.00 Each – Lawn Games Package (Outdoor Only)

Each heater stands seven feet tall and covers about a fifteen to twenty foot area.

A podium and microphone are available at no additional cost.

\$150.00 Deposit

To officially lock in the date for your event, a signed copy of the Deposit Contract along with the non-refundable deposit is required. The deposit then goes towards the total balance of your final invoice.

For any event, Foxchase has a food and beverage minimum of \$1,000.00.

In order to book any event on a Saturday Foxchase requires a 100 person or \$10,000.00 (grand total) minimum.

Please Consider: All pricing shown above is before the addition of 6% PA Sales Tax.

Sales Tax does not apply to the \$1,000.00 deposit.

Q & A

Q: When is the total final balance due?

A: The total balance of your final invoice is due no later than ten calendar days prior to the event date.

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Q: How many people does the outside facility hold?

A: Our outside facility can accommodate 200 people so we suggest that you not invite more than 220 individual's maximum.

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Q: How many people does the indoor facility hold?

A: Our indoor facility can accommodate 150 people so we suggest that you not invite more than 170 individual's maximum.

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Q: Is there a dance floor?

A: Yes, both indoors and outdoors.

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Q: Do you use rectangular or round tables?

A: All round tables are used for guests aside from the head or sweetheart table which would instead be rectangular so that you may face your guests. In some cases of large parties eight foot rectangular tables may be used to make the room more comfortable for moving about. A floor plan would be established and approved by you before the date of the event.

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Q: Can we use designated seating for our guest?

A: Yes, after the floor plan is established you are welcome to assign seating for your guests. A final copy of your seating chart must be presented to the event manager no later than ten calendar days prior to the event.

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Q: What if more guests arrive than what we anticipate?

A: In the event that more guests arrive than what were originally planned for, you must coordinate with the event manager to update the seating chart and discuss food options for the additional guests. You will then be billed the night of the event for any additional guests.

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Q: Where should our guests park?

A: Foxchase offers adequate on-site parking in a paved lot next to the main club house and each facility is handicap accessible.

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Q: Is this a smoke free facility?

A: Yes our indoor facility is smoke-free but any guest is welcome to step outside and smoke at any of the designated smoking areas which are labeled around each building.

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Q: Can we take pictures outside?

A: Of course, while we ask that you not walk on the golf course do to potential physical danger, our grounds are beautifully landscaped and we will provide you a list of designated areas that you are more than welcome to use as scenic backdrops.

Q & A Continued

Q: Do we have to set up or clean anything for our party?

A: While we are not to take the place of a florist or decorator we do provide staff for set up and clean up. We also have standard decorations that can be used if you prefer, though we encourage our patrons to bring anything they would like to display or use as decoration to personalize our facilities with the exception of confetti and glitter **(we apologize but confetti, glitter and faux flower petals may not be used either indoors or outdoors)**. We ask that anything brought to Foxchase be taken with you the same night so that our staff can clean. Under certain circumstances some parties may require a separate clean up fee.

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Q: Does Foxchase provide a sound system?

A: Foxchase does have a microphone for announcing which may be used indoors or outdoors but we do not provide any DJ equipment. We have a preferred vendors list that you are welcome to choose a DJ from or you can provide your own DJ.

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Q: Is there a children's menu?

A: Yes, for any child under ten years of age we offer a special "kid's meal" of chicken tender strips, french fries and apple sauce or if you think that the child would prefer the adult meal instead we offer a 25% discount off of the adult meal price.

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Q: Can we take food home after our event?

A: Unfortunately no, Foxchase does not allow any food to leave the facility. We enforce this policy to reduce the risk of food borne illness brought on by improper handling or storage of the leftover food items. We do appreciate your cooperation on this.

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Q: If the event runs over do we have to vacate the premises before a certain time?

A: Yes, we require that all event goers have left the premises by 11pm.

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Q: Can we add to the allotted event time?

A: Yes, if you would like to add time to your event it must be prescheduled with the event coordinator no later than one month prior to the date of the event. A fee of \$150.00 +6% PA Sales Tax per hour will be added to the event invoice. Additional bar charges may apply.

Although we do not offer any custom cake options we are happy to cut & plate for you. For any outside dessert purchased from a licensed vendor which will be served by Foxchase a cut & plate fee of \$2.00 per person plus 6% PA sales tax applies.

Aside from dessert from a licensed vendor no other outside food or beverage is allowed.