

EST. 1991

# FOXCHASE EVENTS

General Information & Rentals



## Venue

To officially lock in the date for your banquet, a signed copy of the Deposit Contract along with the non-refundable deposit of \$150.00 is required. The deposit then goes towards the total balance of your final bill.

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

For use of the indoor Palmer Room there is a venue rental fee of \$150.00 plus tax.

For use of the outdoor Pavilion there is a venue rental fee of \$250.00 plus tax.

For use of the outdoor Grove there is a venue rental fee of \$150.00 plus tax.

After the allotted time at our venue the price per hour is \$150.00 plus tax. We charge a one hour minimum if your event continues after the allotted time.

## Rentals

Indoor only:

- Ivory chair covers may be rented at \$3.00 each plus tax with the option of adding a sash (various sash colors are available).

Outdoor only:

- White padded chairs may be substituted for the green chairs at \$3.00 each plus tax.
- Lawn game package at \$100.00 plus tax which includes: two sets of cornhole, giant jenga, giant connect four, hoola hoops, decorative frames for photo props, and a fire pit.
- Standing patio heaters in black at \$50.00 each plus tax. (Stand seven feet tall and use infrared heat which spreads out and down to cover a fifteen to twenty foot area).

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## Q & A

Q: What is the deposit and is it refundable?

A: Foxchase requires a non-refundable \$150.00 deposit to hold your date and although it is non-refundable it *IS* subtracted from your final bill total.

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Q: When is the total balance due?

A: The total balance of your final bill is to be paid in full ten days prior to the event date.

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Q: How many people does the outside facility hold and how many can I invite?

A: Our outside facility can accommodate 200 people so we suggest that you not invite more than 225 individual's maximum.

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Q: How many people does the indoor facility hold and how many can I invite?

A: Our indoor facility can accommodate 150 people so we suggest that you not invite more than 175 individual's maximum.

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Q: Is there a dance floor?

A: Yes, we have an open paved area next to our pavilion if your event is outdoors, and we have a dance floor indoors if your event is held there. In the case that you are hosting more than 100 guests indoors our staff will promptly remove tables after dinner to make space for the dance floor.

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Q: Do you use rectangular or round tables?

A: All round tables are used for 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 party.

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Q: Can we use designated seating for our guest?

A: Yes, when Foxchase provides you the floor plan we ask that if you prefer assigned seating you fill out the floor plan with the name of each guest and where you would like that guest to sit. This must be returned no later than ten days prior to the event.

Foxchase can also provide you with table numbers if needed.

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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 & A Continued

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.

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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 we can use 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 these items 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 up. Under certain circumstances some parties may require a separate cleanup 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: Do you serve soda?

A: Yes, when your guests ask we are happy to provide soda from our fountain at any time during the event with no additional cost to you.

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Q: Is there a children's menu?

A: Yes, for any child under six years of age we offer a special "kid's meal" of chicken tender strips, french fries, and apple sauce. Any child ages six to twelve years old may order either the kids or adult meal; if they choose the adult meal they would receive 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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# FOXCHASE EVENTS

Nearby Places to Stay

Do you have any guests coming from out of town?  
Let them know where they can stay before and after your event.

## The Courtyard Bed and Breakfast

[www.courtyardcafeonmain.com](http://www.courtyardcafeonmain.com)

349 Main Street

Denver, PA 17517

(About a 4 minute drive  
from Foxchase)

(717) 336-0556

## Comfort Inn

[www.comfortinn.com](http://www.comfortinn.com)

1 Denver Road

Denver, PA 17517

(About a 6 minute drive  
from Foxchase)

(717) 336-7541

## Historic Smithton Inn

[www.smithtoninn.com](http://www.smithtoninn.com)

900 West Main Street

Ephrata, PA 17522

(About an 8 minute drive  
from Foxchase)

(717) 733-6094

## The Amethyst Inn

Bed and Breakfast

[www.amethystinn.com](http://www.amethystinn.com)

144 West Main Street

Adamstown, Pa 19501

(About an 11 minute drive  
from Foxchase)

(717) 484-0800

## Hampton Inn and Suites

[www.hamptoninn.com](http://www.hamptoninn.com)

380 East Main Street

Ephrata, PA 17522

(About a 12 minute drive  
from Foxchase)

(717) 733-0661

## The Inn at Leola Village

[www.theinnatleolavillage.com](http://www.theinnatleolavillage.com)

38 Deborah Drive, Route 23

Leola, PA 17504

(About a 26 minute drive  
from Foxchase)

(717) 656-7002