

Blue Lake Casino & Hotel



Welcome to Blue Lake Casino and Hotel

Event Date: to be determined
Event Location: Sapphire Palace

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Blue Lake Casino & Hotel
Heidi Ferris, Sales Coordinator
777 Casino Way, Blue Lake CA 95525
(707) 668-9770 ext. 2731
hferris@bluelakecasino.com



BLUE LAKE
CASINO ♦ HOTEL

1.877.BLC.2WIN
WWW.BLUELAKECASINO.COM

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- **Sapphire Palace Room Rental - \$750.00 with catering (\$1,500 base rental price without catering) – 6,000 square feet (*Sapphire Palace Room Rental available until 12:00am on event date*).** Your rental includes linens, tables, chairs and service wares, cake table, gift table, guest book table and skirting, staff to set up, clean up and serve during your reception and a decorated ceiling with white drapes and twinkle lights. We can also provide a screen and projector for your presentation. If you are bringing a laptop, we request that you test your presentation 24 hours prior to your meeting. Please provide either a VGA port and cables. Please let us know if your presentation will have audio embedded in the presentation so that we can set up prior to your arrival. We can provide 1 microphone and a stage upon request (Dance Floor additional). Ask for list of preferred vendors. We can also provide a bar/bartender (see bar set up requirements).
- **Meeting Room Rental – 604 square feet, \$125.00 for up to 8 hours.** Your rental includes linens, tables, chairs and service wares, staff to set up, clean up and serve during your meeting (if food and beverage requirements are needed). We can also provide a screen and projector for your presentation. If you are bringing a laptop, we request that you test your presentation 24 hours prior to your meeting. Please provide either a VGA or DVI port and cables. Please let us know if your presentation will have audio embedded in the presentation so that we can set up prior to your arrival.
- **Kinetik Lounge – 28 X 29 square feet, \$125.00 for up to 6 hours (*Kinetik Lounge Rental available until 12:00am on event date*).** Your rental includes linens, tables and chairs, service wares, staff to set up and clean up and serve during your event (if food and beverage requirements are needed). We can also provide a bar/bartender (see bar set up requirements). Kinetik lounge is decorated with white sheers around the perimeter of the room with colored up lighting.
- **Bar Set up** - Offer your guests a hosted bar or a no host bar. We have a variety of local beer and wine as well as signature cocktails and non-alcoholic beverages. We provide your liquor insurance; bar staff is TIPS certified and will practice professional and responsible alcohol service for your event. Bar set-up fee is \$50.00, with over \$250 in bar sales that fee is waived.
- **WAVE Lounge** - Join us for cocktails from 10am-2am daily. The Wave Lounge features Live Entertainment EVERY Friday and Saturday night / Karaoke Sunday and Thursday nights - come experience the Wave and shake what you momma gave ya!
- **Blue Lake's Boutique Hotel** – We offer room blocks for your guests. Our luxury non-smoking hotel offers standard rooms, jr. suites and deluxe suites. We would love to offer a 15% discount for a standard room which also includes \$10 casino blue bucks per guest over 21.
- **Alice's Restaurant** - Enjoy the Premier Steakhouse on the Redwood Coast - with hand cut steaks and free range chicken. Or saunter up to the Sushi Bar and enjoy fresh, delicious rolls prepared especially for you!!! Alice's is open 7 days a week, serving breakfast, lunch, and dinner! <http://www.bluelakecasino.com/dining>
- **Lily Pad Café** - Join us for breakfast, lunch, and dinner - and everything in between! Serving everything from fresh burgers, fries, and onion rings, to fresh salads, to a South of the Border menu that's sure to please! The Lily Pad Cafe is open 24 hours a day **6 days a week** - we close Wednesdays from 10a-4p - we've made sure Alice's or the Wave is open during those hours.
- **Casino Fun** with table games and professional dealers, comfortable bar top slots in Wave Lounge and featuring over 800 slots and exclusive games!
- **Playstation 777 Convenience Store and Gas Station** – Play Station 777 is a combined diner/deli, general store, and gas station. Open from 6am-8pm daily (varies seasonally), visit the Play Station 777 for fresh, delicious burgers, fries, soups, and sandwiches from the full service deli!

Testimonials –

"Thanks again for everything, you were an absolute pleasure to work with. I am so glad we chose Blue Lake Casino for our reception and I will spread the word!" Kristina B., Bride

"We held our daughter's wedding reception in the Sapphire Palace and blocked off a bunch of rooms in the hotel for friends and family traveling to attend. We worked with Heidi in special events for weeks and she was accommodating, responsive, creative and a pleasure to work with. Our daughter had a specific vision for the look she was after at the reception and Heidi worked with the staff to create a backdrop for our décor that was really beautiful and elegant. The hotel staff was friendly and the rooms were clean and spacious and reasonably priced. The beds were comfortable which is an important factor when you are putting on a wedding and hosting a big party! We ate a number of times in Alice's Restaurant in the Casino and for dinner...Overall we had a really good experience hosting a wedding at this venue and stayed in the hotel for a long weekend and I would recommend it to anyone planning a wedding in the Humboldt Area." A. Brown, Mother of the Bride



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Agreement

BLUE LAKE CASINO & Hotel
Sapphire Palace Event Center

Date: February 28, 2016

777 Casino Way
PO Box 1128
Blue Lake, CA 95525

Phone 707 668-9770 ext. 2731
Fax 707 668-0190
hferris@bluelakecasino.com

To		
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QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Total Food and Beverage		\$
	21% service fee on food and beverage		\$
	Sapphire Palace Room Rental		\$750.00
		GRAND TOTAL	\$
	Deposit due at time of contract signing		\$500.00
Guaranteed Guest Count tbd		Total	

Quotation prepared by: Heidi Ferris , Sales Coordinator Blue Lake Casino & Hotel DATE:

Guest Count Guarantee

You must provide an estimate of the number of guests who will attend your event. You must provide the Sales Coordinator an initial estimate at least 14 business days before the event. Please provide the Sales Coordinator with your guaranteed final guest count a minimum of 7 business days before the event, no exceptions. All food and beverage charges are based upon your guaranteed count or the actual number of guest, whichever is greater. The Blue Lake Casino & Hotel will prepare food and beverage to accommodate 5% over your guaranteed guest count. **Minimum Food and Beverage Charge for Sapphire Palace** In order to accommodate the increasing demand for wedding and events, the Blue Lake Casino & Hotel requires a \$2000 food and beverage minimum for the Sapphire Palace on Friday and Saturday nights. In the event the guaranteed guest count results in food and beverage charges of less than \$2,000, you will be responsible for the full \$2,000.

IMPORTANT INFORMATION – A non-refundable deposit of \$500.00 is needed to hold the reservation. Catering payment is as follows: We accept cash or credit cards; final payment due the day of your event. The performance by Blue Lake Casino of its obligations will be excused, if its performance is prevented or delayed by labor troubles, disputes or strikes; accidents; the unavailability of food, beverage or other supplies; Acts of God, and other causes beyond management's control. The Blue Lake Casino takes great pride in serving the freshest foods from around the world. Our extraordinary Chefs have a total of 100 years of experience and are among the very best in California. Their responsiveness to our customer's special request is second to none. **All food and beverages served in our hotel and casino are to be provided by our culinary team, with the exception of wedding cakes (\$25 cake cutting fee per 100 guests) and wine with \$10 corkage fee.** Dietary substitutions can easily be made available upon request. If you have a special catering request, our Sales Coordinator or Food and Beverage Manager will be happy to work with you to discuss those ideas. All food and beverage prices are guaranteed 90 days prior to your event upon receipt of a \$500.00 deposit. All food and beverage items are subject to 21% service charge, there are no taxes added to food or beverages. All buffets require a 20 guest minimum; under 20 guests will be served a plated dinner. The Blue Lake Casino & Hotel is required by law to abide by the California Alcoholic Beverage Control Act. We reserve the right to take reasonable action to comply with the requirements of state law and the Blue Lake Rancheria Liquor Licensing Ordinance. When liquor is served, we will monitor legal age requirements closely. We reserve the right to refuse to serve any person under age or who appears to have reached his/her drinking limit. If necessary, we will stop the distribution of liquor.

Deposits/Cancellation

The Blue Lake Casino & Hotel will gladly hold space up to one (1) week while you finalize your preliminary wedding or event plans. To secure space, a non-refundable deposit of \$500.00 (Sapphire Palace) and \$125 (Kinetik Lounge or Meeting Rooms) is required. If an event is cancel within two weeks of the original planned date you will be responsible for 50% of the total due. This charge will be applied to the cost of the food purchased. Deposits will be credited toward your final charges. Client must provide a credit card to be kept on file at the time of contract signing/deposit. Payment in full is

due 1 day prior to your event date. Any additional charges for increased food or beverages will be due the night of your event.

Security

The Blue Lake Casino & Hotel will not assume responsibility for damage or loss to articles left on property before or following your event. It is the client's responsibility to remove any decorations or event related articles at the conclusion of your event. Any found items will be logged by security and brought to the security office.

Entertainment

Blue Lake Casino & Hotel reserves the right to control the volume of music and amplified sound of your event. Blue Lake Casino & Hotel reserves the right to ensure your event does not adversely affect the experience of guests staying at the Casino or Hotel.

Audio Visual

Blue Lake Casino & Hotel requires that you test any slideshows or presentation 1 day prior to your event date. Blue Lake Casino cannot guarantee that we will be able to get your presentation to run smoothly without testing/troubleshooting prior to your event date.

Food Policies

Blue Lake Casino & Hotel will leave buffet items out for consumption for no longer than a period of 2-hours. ***We do not allow guests to take food home.*** This is for the safety of our guests to ensure that your food stays at the proper food temperatures at all times during your event. We do not allow any outside food to be brought in for events. The exception to this is wedding cakes; there is a \$25.00 cake serving fee per 100 guests. In order to ensure a high quality dining experience, guests must be seated and ready for food service according to timeline approved by client and sales coordinator prior to the event. Blue Lake Casino is not responsible for food that is not served at the pre-determined time due to an adjustment to the timeline at your event.

Payment

An estimated full payment will be quoted once final menus and guarantees have been received. You will be presented with a final bill at the conclusion of your event; payment in full is due at the conclusion of your event.

Setup and Clean up

Blue Lake Casino & Hotel will set up the room and clean up the room at the conclusion of the event. Table settings and other decorations that the client wishes to take with them should be removed by the client no later than at the conclusion of the event. Blue Lake Casino & Hotel is not responsible for lost or stolen items not picked up after an event. A cleaning fee of \$50 per hour will be added to your final bill for excessive cleaning. Total hours will be determined by Blue Lake Casino & Hotel management. Examples of excessive cleanup would include shampooing of carpet and furniture, cleaning walls, and cleaning duties above and beyond normal use. Glitter, confetti and hay bales are not allowed in the Sapphire Palace. You will be responsible for any damage to Blue Lake Casino property caused by guests attending your event.

Guest Rooms

The Blue Lake Casino & Hotel is happy to provide a block of overnight guestrooms. Guestroom blocks and rates will be based on availability. Please ask your Sales Coordinator for assistance.

Contact Us:

Heidi Ferris, Sales Coordinator

Phone: 707-668-9770 ext. 2731 | Blue Lake Casino & Hotel P.O. Box 1128, Blue Lake CA 95525

www.bluelakecasino.com

To accept this quotation, sign here and return to my attention to address above:

_____ DATE: _____

