

**2019 William J. Devine Golf Course at Franklin Park Function Room**

1 Circuit Drive Dorchester, MA 02121  
 cityofbostongolf.com  
 Fax: (617) 287-8313

**For All Booking Inquiries:**

Maribel Duprey 617-265-4084

Maribel.Duprey@boston.gov

Day Time Functions: 7:00 A.M. - 4:00 P.M.	Evening Functions: 5:00 P.M. – 10:00 P.M.
<p>Day Time Functions: You <b><u>may bring</u></b> in your own food and non alcoholic beverages if you have <b><u>30 guest or fewer</u></b>. If you choose to bring in your own food and non alcoholic beverages you are required to pay the on site vendor \$4.00 per person.</p> <p>If your day time function has more then 30 guests the onsite vendor must cater all of your food and beverage needs. <b><u>There is absolutely no outside food or beverages allowed on the property if you event has more than 30 people.</u></b></p>	<p>For all evening functions you must have                      A minimum of 30 guests.                      The on site vendor must cater all of your food and beverage needs. <b><u>There is absolutely no outside food or beverages allowed on the property during your evening event.</u></b></p> <p>For a list of menu options and pricing please contact: Patrick Verdieu at 617-968-2112 or email him at Patrickverdieu@gmail.com</p>

Date of Event \_\_\_\_\_ Type of Event \_\_\_\_\_ # People attending: \_\_\_\_\_

Day Function Hours requested: \_\_\_\_\_ Evening Function Hours requested: \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

**Policies and Fees**

- **The fee to rent the room is \$500 for 4 hours and \$100 for each additional hour.** Your date will be held open for 7 days after the contract is received. Failure to pay the room rental will result in the loss of your date. If you pay by check your date will be confirmed only when your check has been cashed. Please make room rental checks payable to: **The Funds for Parks & Rec./ Franklin Park.**
- **Room fee is non-refundable. Date can not be changed unless a 30 day notice is given**
- The Clubhouse Function Room has a capacity of 100-seated guests. Events can start as early as 7am and end as late as 10pm. Live bands are not permitted; however, the use of a DJ is accepted with the Fund’s approval.
- NO BALLOONS (with or without weights), confetti, rice or decorations on the walls these are **NOT** permitted. **The clubhouse manager must clear any decorations. You will be assessed a \$200.00 fee if balloons are not removed.**
- Set up before event, break down and general clean up of the room is the event coordinator’s responsibility. Trash must be placed in trash receptacles and all tables must be cleared of debris. You must be out of the room when your time is due.

Signature \_\_\_\_\_ Date \_\_\_\_\_