Booking Info & FAQ

<u>General</u>

Where is the East End Bolders Club located?

We are located at 3712 4th Avenue in Moline, IL. The East End Bolders Club is open from 10AM - 11 PM Monday through Thursday (and even later on the weekends!).

I would like to tour the hall. When can I see it?

Feel free to stop in and take a look!

When is the bill due?

All events must be paid in full 7 days prior to the event.

Is tipping required?

Gratuity is not required, nor is it configured in the bill. Of course, tips are much appreciated by our staff as they work very hard to make sure all guests are served at an exceptional level.

What if I need to cancel my event? Do I get a refund?

To receive a refund of monies paid, your cancellation must be received either in writing or by phone at least 10 days prior to your event date. Thereafter, you will not be entitled a refund of any monies paid.

Do you require a security deposit?

Yes. We require a \$100 deposit to book and reserve the event date. As long as there is no breakage, damage, or loss to the building or its contents, the deposit will be returned within 10 days following the event.

Events

What type of event can I have at the East End Bolders Club?

Any! We are booking events now for luncheons, seminars, group dinners, award banquets, holiday parties, retirement parties, baby showers, bridal showers, birthdays, family reunion, wedding ceremonies and receptions, and many more! Call today to book!

Can we have a wedding and reception here?

Of course! We would love to host both here at the East End Bolders Club!

Facility

What does the hall rental include?

We offer a four (4) hour hall rental that includes the hall space, tables, and chairs.

What are the hall rental fees?

The basic hall rental fee for members is \$150. For non-members, the fee is \$250. We do allow additional hours as needed at \$50/hour.

How long do I have use of the hall?

Our base hall rental is for four (4) hours. We will happily accommodate any additional hours as needed. Additional hours start at \$50 per hour.

Will you waive the hall fee?

Yes -- if you spend a total of \$1000 or more (either on food, beverage, or a combination of both)! The individual renting the hall must either run a bar tab or pre-purchase drink chips to use for for bar purchases to apply to this total. If a bar tab is not set up or drink chips pre-purchased, we will not keep track of bar purchases. If these considerations are not met, the hall rental fee will still apply.

How many tables are available? What are the shapes and sizes of the tables? What is seating like?

We have 33 tables available for use. All of our tables are rectangular -- the exact measurements are 8 ft x 30 inches. Each table can accommodate up to 8 guests per table.

How many people can fit in the hall?

Our hall can fit up to a maximum of 300 people.

Is there parking on site?

Yes! There is a parking lot right next to the East End Bolders Club (including handicapped parking), as well as additional parking available directly across the street from the Club. Street parking is also available.

Are there any décor restrictions?

Yes! We do <u>NOT</u> allow confetti! We do allow the use of tape and balloons, but these must be removed and cleaned up at the end of the night.

Can we rent tablecloths or chair covers?

No, chair covers and tablecloths must be provided by you. The table measurements are 8 ft x 30 inches.

Who is responsible for cleaning up when the event is over?

You! The renter is responsible for clean up after the event is over. The hall must be cleaned satisfactorily, including removing all decorations and all personal items. Trash must be placed in cans to be disposed of by EEBC staff. All tables and chairs must be returned to the positions they were in prior to the party. If EEBC staff has to clean up after the party, there will be an additional \$50 charge.

Catering & Beverages

What are the catering options?

We offer catering services onsite, but accept outside catering too!

Do you offer onsite catering?

For a customized catering package, you will need to speak to our catering team. Just simply provide your contact information and we will have them reach out to you.

Can we purchase a keg?

Yes! While we do allow outside catering, we require that all beverages (alcoholic and non-alcoholic) <u>MUST</u> be purchased from the club. **NO EXCEPTIONS!** We offer 2 keg options: a pony keg for \$110 and a half barrel keg for \$225. The pony keg is the equivalent of about 83 12 oz cans/bottles and is perfect for smaller parties. The half barrel keg contains about 165 12 oz cans/bottles and is a must for those larger gettogethers. Both kegs come with a bartender to help serve and 12 oz cups.

What type of non-alcoholic drinks are available?

We offer soft drinks (individually or by the case), lemonade, juice, iced tea, and tap/bottled water.

What type of alcoholic drinks are available?

We offer most domestic beers, wine, and cocktails.

When do I have to give you my final guest count?

The final count is due 10 days prior to the event!

Can we use your kitchen?

No! Only East End Bolders Club staff and personnel are allowed to use the kitchen facilities. If you need to freeze or refrigerate items during your event, simply ask the party monitor and they will make sure it is taken care of.

What happens to the leftover food after my event is over?

Any food left over will be sent home with the party. Once the food is packaged and leaves the building, it is no longer the responsibility of the East End Bolders Club.

Entertainment

Can we have a band or a DJ?

Of course! We have a small stage (14 ft x 7 ft) that will be perfect for your band or DJ to set up.

Can you recommend a DJ for us?

Yes! We recommend Pops Karaoke for your DJ/karaoke needs! Mark can be reached at (309) 292-4359.

What is the set-up / tear down policy?

We allow bands and DJs to set up one hour prior to the event. Bands and DJs are responsible for providing all the equipment they will need.

Do you have wireless internet available?

Yes! The password is posted in the bar.

Do you have a PA system we can use?

Yes, we have a Coliseum PA system with one wireless mic available if needed. However, if your event has a band or DJ, they will have to provide their own equipment.

Please note: All prices and options are subject to change! Revised: 7/7/2019