# ***~ MY JOY LUXURY EVENTS ~***
# ***CHESAPEAKE GOLF CLUB***

## Event Hall Room Rental FAQs Sheet

- **How do I schedule a tour?**
    - No appointment is needed. You may enter the building through the Wolf Den Grill (blue door) and view the venue on your own during Wolf Den Grill business hours.
    - If you would like to schedule a guided tour, please call 948-240-9165.
- **How do I reserve the venue?**
    - $500 non-refundable retainer fee and signed contract required
    - Reservations are first-come, first-serve
- **When are payments due?**
    - 30 days before event: 50% of total balance due
    - 10 days before event: Remaining balance + $250 refundable security deposit due
    - Refund of security deposit is issued within 14 days if no charges apply
- **What is your cancellation policy?**
    - Active-duty military: payments refundable with orders, up to 60 days before event
- **What is the time allotted for event use?**
    - Event time limit: Maximum of 4 hours for the actual event
    - Setup access: 2 hours prior to event start time allowed for decorating and setup
    - Cleanup time: 1 hour after event end for cleanup and departure
- **How many people can each room hold?**
    - Cedars Room capacity:
        - w/ Dance Floor – 150; w/o Dance Floor – 170; Ceremony Seating -180
    - Fairlawn Room capacity:
        - w/ Dance Floor – 80; w/o Dance Floor – 100; Ceremony Seating - 160
    - Gazebo Garden capacity:
        - Ceremony seating - 150; Special Occasion Party - 60
- **Is audio/visual equipment included?**
    - Bluetooth speaker and microphone included

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- 65-inch television is available upon request

- **Can I bring my own décor?**
  - Yes, with restrictions:
    - No silk petals, rice, confetti, glitter, sparklers
    - No tape, nails, staples, or tacks (Command Strips allowed with approval)
    - No removal of furniture or carpet
    - Battery-operated candles/lights only
    - All décor must be removed post-event to avoid charges
  - All rooms come with tables and chairs. Black or white chair covers provided.

- **Are the Bride and Groom Suites included when booking a wedding?**
  - Yes the bride and groom suites are complimentary, however there is a $50 cleaning and sanitizing fee for each room

- **Prohibited Events - Teen Parties**
  - Under no circumstances does the Venue permit or host teen parties. This includes, but is not limited to, birthday parties, social gatherings, or celebrations primarily intended for individuals under the age of 18, regardless of adult supervision.
  - Any misrepresentation of the event type or violation of this policy constitutes a material breach of the rental agreement and may result in immediate cancellation or termination of the event without refund, subject to applicable law.

- **Does the venue offer catering?**
  - Wolf Den Grill is the exclusive in-house catering provider for the venue. Clients may choose from our catering menu and will be billed separately.
  - Catering servers can be added for an additional fee for 2 hours allotted time.

- **Can I use my own caterer?**
  - Yes, you can use a licensed outside caterer by purchasing a **$500 Food Buyout**. The Food Buyout permits outside catered food only and does **not** include kitchen access, food preparation space, equipment, utensils, or venue staff.

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- All outside caterers must be approved by the MJLE, have insurance and comply with applicable health and safety regulations.

- **Who handles cleanup?**
  - Client must remove all belongings immediately after event
  - Venue not responsible for items left behind
- **Will the venue take photos of my event?**
  - Staff may take/use event photos for marketing
  - Clients can opt out with written notice
- **What happens in an emergency (Force Majeure)?**
  - Natural disasters or emergencies handled case-by-case
  - Rescheduling may be offered with proof of hardship
- **Who is liable for damages or misconduct?**
  - Client is responsible for all guest and vendor actions
  - Lewd, illegal, or dangerous behavior may result in event shutdown without refund
  - Other animals permitted outdoors with proper care
- **What is your smoking policy?**
  - No smoking indoors or in food/beverage areas
  - Smoking allowed only 50+ feet from entrances
- **Do my vendors need insurance?**
  - Yes, vendors must submit a Certificate of Insurance (COI) and signed contract
- **Do I need event insurance?**
  - Yes, must be purchased at www.wedsure.com
    - COI due 30 days before event

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Updated 11/2026