



Tampa Bay

Welcome to TPC Tampa Bay,

We are pleased you are considering TPC Tampa Bay for your upcoming special event and look forward to making the entire experience enjoyable. Whether you envision a casual affair, a formal event or an intimate setting of close friends and family, TPC Tampa Bay is the ideal location for your perfect event. We pay attention to every detail, from the planning stages up through the departure of your last guest, to ensure your event is unforgettable.

We would be delighted to tailor and personalize your special event by customizing a personalized menu or theme. With buffet or plated dining choices, our wide selection of delicious foods is sure to indulge every palate.

Additional services such as specialty linens, floral arrangements, decorations and audio/visual needs can be brought in by you, and we are happy to assist with any additional needs beyond food and beverage. Please feel free to inquire about preferred vendors.

At TPC Tampa Bay, we are here to help you create a truly memorable event. Should you have any questions or to discuss your event in detail, please contact me at (813) 949-0090 ext. 213.

Kindest Regards,

**Randy Laight**

Food & Beverage Director

TPC Tampa Bay

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Lutz, FL 33558

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(813) 949-0090 x213



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# POLICIES & PROCEDURES

## **Banquet Rooms**

Pavilion	Max number of guests 150
Club Dining Room	Max number of guests 70

*Both rooms together can hold up to 220 guests.*

**Room Rental Fee: \$100 per Hour**

## **Linens and Decorations**

We offer white table cloths and hunter green napkins with hunter green table skirts. If you wish to rent specialty linens, we can assist you with your color and style selection. You may bring in your own decorations, with approval from the Food & Beverage Director, or we can provide you with local vendors.

## **Food and Beverage Service**

The pricing for the hosted bar is based on consumption. We provide a cash bar or a hosted bar upon request. Champagne toasts and dinner wine service are charged by the bottle.

Our Catering menus are designed to suit many occasions and we will be happy to customize any requests you may have. An 18% service charge and a 7% sales tax will be applied to all food and beverage pricing.

Your final number count is due five business days prior to the date of the event. All number guarantees will be charged.

No food or beverage will be permitted to be brought into the club or on the golf course without written permission of the club.

## **Deposits**

A non-refundable deposit is required for all catering functions unless prior credit arrangements have been established with the club. The Food & Beverage Director will determine the deposit amount and provide you with a contract.

## **Security**

Event hosts are responsible for the conduct of their guests and any damages that may occur during their event. It is recommended that a guest list be provided to the Food & Beverage office at least 24 hours prior to the event.

