



Twin Beach Banquet Party FAQ's

Who do I contact to book my event?

- Michael Fluegel, Food & Beverage Director
 - diningroom@twinbeachcc.com
 - 248-632-3385

When does Twin Beach need to know my guest count for an event?

- Client must provide TBCC a guaranteed number of attendee menu selection two (2) weeks prior to the event. Clients will be provided with the final menu for the event one (1) week prior to the event.

When does Twin Beach need the total number of guests attending before the event?

- The client is required to provide a final guest guarantee seven (7) days prior to the event start time

Is there extra fee when paying with a credit card?

- TBCC reserves the right to charge a convenience fee up to to 3% for all credit card payments. Client credit card information is due within forty-eight (48) hours and confirms reservation on a definite basis. Fee is waived if final bill is paid with cash or check.

Can I bring in my own decorations for a private event?

- Yes, guests are welcome to bring in their own decorations, the following items are Prohibited but are not limited to the following:
- The use of any tables, chairs, furniture not provided by TBCC
- Smoke machines
- Foam machines
- Silly string, confetti, glitter, or anything similar
- The use of any flatware, glassware, serving dishes, plates not provided by TBCC
- Candles and votive approved by TBCC
- Dried flower petals
- Throwing of birdseed, glitter, rice, or confetti
- Hanging or attaching anything to the walls inside TBCC
- Drapery

Does Twin Beach have table linens?

- Yes, Twin Beach can provide lines, but clients are welcome to use a vendor for table linens. Table linens provided by clients approved vendor must be delivered no later than two (2) days prior to the event. Twin Beach generally has the best pricing on linens due to tenure and contracts. A 20% service charge of actual cost will be added.

How long is the bar in service during a private party?

- Bar service will be available when the event starts. The bar service will stop fifteen (15) minutes prior to event end time or based on normal hours of operation.

Does Twin Beach have cake cutting fee and if so how much is it?

- Yes, the cake cutting fee is \$20.00

Can guests use centerpieces on tables for private events?

- Yes, but all centerpieces must be fully assembled prior to delivery. No centerpieces are to be assembled on TBCC property or staff required to assist.

Can we hire our own entertainment?

- For entertainment Twin Beach asks that only string music may be played during a wedding ceremony outside. All other outdoor entertainment strictly prohibited unless otherwise approved by the board.

Is there a Cancellation fee?

- Yes, the cancellation fee is as follows:
- 90 days prior notice to the event: cancellation charges 30% of estimated gross revenue total
- 30-89 days prior notice to the event: cancellation charges 50% of estimated gross revenue total
- 7-29 days prior notice to event: cancellation charges 75% of estimated gross revenue total
- 2-6 days prior notice to event: cancellation charges 90% of estimated gross revenue total
- 24 hours prior notice to event: cancellation charges 100% of the estimated gross revenue total

How can I guarantee my party date, time, and Menu?

- Signed Contract
- Signed Floor Plan
- Signed Credit Card Authorization Form
- Menu Selections

