

Welcome to the Ackley Recreation Club Community Center. This facility has been an effort of area communities coming together to provide a center for all to use. The funding, construction, and a majority of the furnishings have been acquired locally. It is truly a community effort and we commend and thank all who have been involved.

We sincerely welcome those of you wishing to utilize this facility. We will expend every reasonable effort to accommodate you and make your event a positive experience and the best it can be. Your special event is our specialty.

Respectfully yours,

The Ackley Recreation Club Board of Directors

Ackley Recreation Club
902 8th Avenue
Ackley, Iowa 50601

Agreement of Policies and Rules of use

1. Renter agrees to pay all rental charges as stated in the listing of rental prices for event you are holding. Renter agrees to pay 50% of those charges at time of booking and signing of this agreement. **This will not be refunded if you cancel this reservation.**
2. Renter agrees to pay a 50% damage fee at time of signing this agreement. **This will be refunded or applied to the final bill if there are no damages.**
3. Renter will agree to times and dates of rental with this agreement.
4. Renter will be responsible for set up of all tables and chairs. Renter will also be responsible for returning all tables and chairs to their store position.
5. Due to the newness and beauty of the new Ackley Recreation Club it will need little decorating. No screws or nails are to be used on anything in the facility. **Use of glitter, confetti, or related materials (in the case of weddings no rice, birdseed, etc.) is not allowed.** No unattended open candles are allowed. No open fires. Any questions regarding decorations shall be directed to Ackley Recreation Club management. It is the responsibility of the renter to remove all decorations.
6. **Renter is responsible for removing all garbage and placing it in the dumpster. Renter must also sweep floors in all rooms used.**
7. Renter agrees to be responsible for any damage or theft to the premises, its furniture, fixtures, equipment and table accessories by any renter, its guest or the third parties employed by the renter. Ackley Recreation Club is not responsible for any personal property, which the renter or his or her guests bring onto the premises for the event.
8. **Absolutely NO liquor can be brought onto this property.**
9. Renters who require bar service will be a minimum of 21 years of age.

10. This is a smoke free building. Appropriate attire; including shirts and shoes, must be worn in this facility.
11. Renter agrees to comply with the Ackley recreation club **Clean-up policy or forfeit part or all of it's damage deposit.**
12. Renter agrees to the fees set forth in the wedding rental for kegs of beer and other non stock liquors including a 10% service fee for tips.
13. **Renters who use the kitchen will be responsible for getting appropriate signatures and deposit for the kitchen use contract.**

Rental Date or dates _____

Day or days of the week _____

Rental times if a part day : from _____ to _____

Total Rental fee \$ _____

Rental Deposit Paid \$ _____

Damage Deposit Paid \$ _____

Signature of renter

Date

Ackley Recreation Club Manager

Ackley Recreation Club

Renter Clean-up Policies

Ballroom

Wipe off all tables and chairs
Returns tables to carts and chairs to designated area
Remove all decorations and things you brought in
Carry out garbage and put in dumpster

Kitchen (thoroughly clean)

Renter is responsible for their own dish towels
All counter tops, island and carts
All roasters are to be washed and outsides wiped
All utensils are to returned to their storage place
Clean coffee makers
Make sure you run water when using garbage disposal
Take out garbage and place in dumpster

Bar Area

Wipe all tables and chairs
Remove all decorations
Take out garbage

ACKLEY RECREATION CLUB

WEDDING RENTAL LIST

Full Facility Rental for Weddings \$450.00
Member price for their children or grandchild's wedding \$ 350.00
(Includes kitchen but not grill or fryer)
Extra day before wedding to set up \$ 100.00

A down payment of 50% of the rental fee is due upon booking and rental agreement. **The down payment is not refundable if your party decides to cancel the reservation.**

A additional 50% damage deposit will be required with the reservation. This will be refunded or applied to the final bill if there are no damages.

The balance of the rental, bar tab, and any other fees will be due immediately upon receipt of the invoice.

Alcohol Charges- All alcohol must be provided by the Ackley Recreation Club and paid for immediately following the event. A 10% service fee will be added to all bar tabs for tips.

Kegs \$185.00/keg (first 2 kegs) each additional keg is \$235.00/keg Must place order for brand and quantity 2 week in advance.

Wine/Champagne We will order whatever brand of wine/champagne you like with 2 week advance notice.

Liquor We will have the basic liquors that are always available. Special requests can be ordered two weeks in advance. Drinks to be charged to a tab will be bar liquor only, all higher prices liquor will be cash only.

During the golf season the public will be allowed in the bar to sign in for golfing and make purchases from the bar. The kitchen will be closed to the public during full facility rentals.

Ackley Recreation Club reserves the right to change rates at any time deemed necessary.

Ackley Recreation Club

Monday, Tuesday, Wednesday, Thursday

Rental Rates

| Building Area | # of Hours Rented | Non- Member Cost | Member Cost | Charitable Cost |
|---|----------------------------------|---------------------------------|------------------------|----------------------------|
| Full Facility | 4 | \$ 100.00 | \$ 75.00 | \$ 75.00 |
| Full Facility | 6 | \$ 150.00 | \$ 112.50 | \$112.50 |
| Full Facility | 8 | \$ 200.00 | \$ 150.00 | \$ 150.00 |
| Ballroom with Pass through bar | 4 | \$ 100.00 | \$ 75.00 | \$ 75.00 |
| Ballroom with Pass through bar | 6 | \$ 150.00 | \$ 112.50 | \$ 112.50 |
| Ballroom with Pass through bar | 8 | \$ 200.00 | \$ 150.00 | \$ 150.00 |

*. Price includes kitchen but not use of grill & fryer. Renter is responsible for getting appropriate signatures on the kitchen use contract.

Ackley Recreation Club

Friday, Saturday, Sunday & Holidays Rental Rates

| Building Area | #of Hours Rented | Non- Member Cost | Member Cost | Charitable Cost |
|---|---------------------------------|---------------------------------|------------------------|----------------------------|
| Full Facility | 4 | \$ 250.00 | \$ 200.00 | \$ 200.00 |
| Full Facility | 6 | \$350.00 | \$ 275.00 | \$ 275.00 |
| Full Facility | 8 | \$ 450.00 | \$ 350.00 | \$ 350.00 |
| Ballroom with Pass through bar | 4 | \$ 200.00 | \$ 162.50 | \$162.50 |
| Ballroom with Pass through bar | 6 | \$ 250.00 | \$ 200.00 | \$ 200.00 |
| Ballroom with Pass through bar | 8 | \$ 350.00 | \$275.00 | \$ 275.00 |

These prices include kitchen but not the use of grill or fryer. When renting full facility the bar, will remain open to golf customers during season, but kitchen closed. Renter is responsible for filling out and getting appropriate signatures on the kitchen use contract.

Ackley Recreation Club

Other Rates

Class Reunions

Any class graduating from the AGWSR or related school systems there of, wishing to rent this facility for class reunions, will be charged a flat fee of \$ 250.00. This will include Ballroom with pass through bar and kitchen. Classes from other school systems wishing to rent this facility will use the hourly rate. These rates are for the building facility and don't include the golf course.

Golf Course Rental

Unless you have previously rented the course for a weekend tournament that closes the course to the public, this rental is for week days only (Monday thru Friday) Only those grandfathered in will be allowed to hold weekend tournament, and their cost is \$ 400.00. For all new and old rentals, the weekday rate to close the course is \$ 400.00. This includes the use of the new facility.

Ackley Recreation Club Kitchen Use Contract

1. Renter is responsible for enforcing kitchen contract.
2. **Caterer or other like persons (friends, family, employs, etc.) who will be using the kitchen must contact management at least one week prior to rental.**
3. Anyone using the kitchen will be responsible for bringing their own utensils and all equipment needed except items that are made available and arrangements have been made for with management.
4. All those people listed in No. 2 must follow our kitchen use policy. (attached)
5. Either renter or their caterers will need to leave a \$ 100.00 damage deposit in order to complete the rental contract. **This deposit will be refunded (if there is no damage, loss equipment or violation of kitchen rules) following management's inspection.**
6. **If you have a caterer, caterer and renter must both sign this kitchen use contract.**

Rental Date _____

Rental Time _____

ARC Manager

Renter

Date _____

Caterer

Date _____

**Ackley Recreation Club
Kitchen Use Policy**

For Facility Renters and their caterers, cooks, preparers, etc.

- 1. The use of the kitchen appliances is limited to roasters, coffee makers & pots, stove, dish washer and sinks.**
- 2. If you are going to use the dishwasher please check chart for proper use.**
- 3. We ask that you either use all of your own utensils or use all of our utensils to avoid mix up.**
- 4. Any utensils missing after rental will be billed to renter.**
- 5. The food and paper products in this kitchen belong to the club and are not to be used without permission of management.**
- 6. If you do need items you forgot, that we have ,you may ask and we will keep count and bill to renters with final billing.**
- 7. The refrigerator and freezer in the kitchen are for restaurant use only. If you need use of either we have extra room in the basement. (please ask before putting items in our storage).**
- 8. Renter must take out all garbage to the dumpster. (Bags will be provided)**

Hotel Accommodations

For your special day...AmericInn is the place to stay!
Whether it is your maid of honor or future father in-laws, AmericInn of Iowa Falls,
IA will provide a room that is just right for them.

We can offer more than just guest rooms. Our hospitality room may be rented for
your use. This room is perfect for a bridal shower or a convenient, comfortable
place to open your gifts. Ackley Recreation Club events receive a 10% off Wedding
Group Rates.

Let us show you these beautiful accommodations. We will be happy to reserve a
block of rooms from which your guests can choose. We would love to help your day
special!

AmericInn Motel & Suites
810 Oak Street
Iowa Falls, IA 50126
(641)648-4600



Disc Jockey

SELECTIVE SOUNDS 
Entertainment
Karaoke * DJ * Video * Sound

Selective Sounds Entertainment has been in the Karaoke/DJ business since 1995.
We provide Karaoke/DJ, Video Projection, & PA system rentals.

With reasonable rates, and a wide selection of music, Selective Sounds can make
any event something to remember. We are available for wedding receptions,
corporate events, birthday/anniversary parties, or any occasion.

Give us a call to see what we can do for you.

641-648-3461 or SSKARAOKE.COM

Travel Services

Leisure Time Transportation would love to help ease the stress of
your special event. For a \$400.00 fee, A Leisure Time bus will make four
trips from the Ackley Recreation Club to the AmericInn Hotel in Iowa
Falls. Please call Ron Warschkow at 641-648-2021.

Special Events Catering

Heavenly's Bakery

Our creative bakery is a family owned catering company. We offer a variety of menus accommodating casual to formal events, specializing in hors d'oeuvre buffets with great global themes, home style comfort and endless choices of scrumptious desserts. Let us make your event heavenly!

522 Washington Ave
Iowa Falls, IA 50126

Hy-Vee

Let Hy-Vee Iowa Falls take care of all your catering needs. No event is too big or too small for our experienced staff.

Contact Jessica Nalan or Kent McKibben at 641-648-4644 to start discussing your special event today!

Hy-Vee
632 S. Oak Street
Iowa Falls, IA 50126

Triple T Specialty Meats & Catering

We "meat" your needs

Available for weddings, anniversaries, birthdays, business meetings, class reunions, graduations, Christmas parties, and everything else.

Customize your menu. We work directly with you to create a menu that not only "meats" the needs of your event, but also meets the needs of your budget.

We have experience working with groups of all size.

401 Sherman Avenue
Ackley, IA 50601