

Welcome to the Lakeshore Room above Chuck's!

A Second-Floor Private Event Space Ideal for Hosting Special Occasions

With a 7-mile view down the length of Geneva Lake, you will find two full walls of windows providing one of the most spectacular lake views available to the public, a full-service bar, table seating, and a buffet for catered meals. Contact Julie Ieronimo ~ 262.903.4432/fun@chuckslakeshoreinn.com

Capacity:	Accommodation for 25 to 56 guests. All guests must be 21 or accompanied by a parent.
Rental Time:	Rental is for 3 hours. Events must start after 11am and conclude before 11pm.
Food:	Following Wisconsin food safety laws/regulations, <u>all food must be provided and delivered by a licensed caterer (see preferred catering list).</u> Client may not bring in any food.
Beverage:	All beverages must be provided by Chuck's per Wisconsin liquor license laws. Under no circumstance may outside beverages be brought in by client or guests. Caterer provided coffee station is allowed. No one under 21 is allowed to consume alcohol regardless of parental accompaniment—we will ID. "Last Call" will be approximately a half hour before the event concludes. No open alcohol is permitted outside Chuck's building.
Decorations:	The room includes table linens, flameless candles in glass hurricane shades or small table lamps, and string lights. Client décor is allowed with the following exclusions: anything with glitter, table confetti, flame candles, large balloon displays, or heavy banners. <u>An appointment must be made in advance and 1.5 hours will be scheduled for decorating. **BE SURE TO SHARE GUIDELINES WITH YOUR DECORATING CREW** All decorations and packing boxes must be removed by the client at completion of the event.</u>
Audio/AV:	There is a large flat screen TV, house speakers with several music genres to select from, and a 3.5 mm aux cord (audio) or HDMI (video) to connect your own device (please bring your own adaptor if your device is not directly compatible with either of the above).
Access:	The room and private restrooms are on the second floor with stair access only.
Comfort:	The room is equipped with A/C, central heating, and ceiling fans. If the weather permits, windows may be opened for a fresh lake breeze. 3 highchairs are available.

Base Room Rate:	\$650 for 3 hours with guests including table linens, candles or lamps, bartender(s), general set/clean up.
Security Deposit:	\$650 payable by cash, check, or credit card (a 3% fee will be added to applicable credit cards). Deposit goes toward final bill. Full refund if cancelled within 120 days of event, 50% refund if cancelled within 60 days, no refund if cancelled less than 60 days out.
Payment:	Final payment is due at completion of event. 5.5% sales tax will be added to the total bill. A 3% fee will be added to applicable credit card payments (we will accept a check for the deposit, but final payment must be made by credit card or cash).
Additional Time:	\$100 per hour or fraction thereof over 3-hour base (Advance notice required for extra time.)
Additional Staff:	\$100 per staffer.
Bar Minimum:	\$650 minimum spend on beverage. If the total bar ring is less than \$650 the client makes up the difference.
Disposables:	\$3 per person. Quality plastic plates, plastic silverware, quality paper napkins, and display caddies/baskets provided.
Durables:	\$5 per person. White plates, flatware, and white cloth napkins are provided. Water glasses available upon request. *2 weeks advance notice required to order linen.
Chafers Service:	\$10 per chaffer set-up with serving utensils (Max 6 chafers.)
Unstaffed Catering:	\$50 and up based on the extent of set-up/clean-up required by our staff.
Tax:	5.5% tax will be added to base room rate, additional charges, and beverage