



W2091 County Rd JJ
Kaukauna, WI 54130
Corner of Hwy 55 & JJ
Phone: 920 788-5296

Thank you for choosing the Starlite Club for your event. Please fill out this form and return it to us. It will be kept on file and changes can be made up to 2 weeks prior to your event. If you have any questions, or would like to discuss any details about your event, please feel free to contact us.

DATE OF EVENT _____
TYPE OF EVENT _____

NAME OF ORGANIZATION _____
ADDRESS _____

CONTACT NAME _____
PHONE _____
CELL _____

Number of guests invited for dinner _____

****PLEASE CONTACT THE STARLITE CLUB, ONE WEEK PRIOR TO
YOUR EVENT WITH THE ACTUAL NUMBER OF GUESTS
ATTENDING**

Approximate time the guests will arrive _____

Will you be serving Hors D'oeuvres? YES _____ NO _____
Hors D'oeuvres Chosen: _____

Hors D'oeuvres Serving Time _____

Color of linen napkins _____

What time will dinner be served? _____

What menu items have you selected? _____

Will you need a head table, if yes, for how many? _____

Will you be having a DJ? _____ Band? _____ Name _____

What time will the entertainment start? _____ End? _____

Will you be having free beer? YES _____ NO _____

If yes, beer bartender and plastic cups: Fee, \$60.00

What kind of beer? _____ Qty _____
_____ Qty _____

Will you be having an Open Bar? Yes _____ NO _____

Is there a limit on the Open Bar? Yes _____ NO _____ \$ Amount _____

Tickets are available as an optional way to buy special guests beverages.
Please ask management for details.

Who is responsible for the bill? Name _____
Phone _____

**UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE, ALL BILLS ARE
DUE AND PAYABLE BY CASH OR CHECK THE DAY OF THE EVENT.
SORRY, NO CREDIT CARDS. SALES TAX (5%) AND A GRATUITY OF 15%
WILL BE ADDED TO ALL BILLS.**

Today's date _____

Signature _____

On behalf of the Starlite Club management and staff, **THANK YOU** for allowing
us to serve your special event.