



Banquet Policy & Contract

DIRECTIONS: It is important that you complete this section in its entirety. We encourage you to read each policy item thoroughly. Return this signed contract, along with your deposit, to Billy Crickets. Your reservation will then be confirmed. Thank You!

Date of Event:	Time of Event:	Approximate Number of Guests:			
Contact Name & Mailing Address:		Desired Room:	Anchor Room	Valerio Room	
		Type of Payment:	VS	MC	Check
Contact Number:		Credit Card # :			
		Security Code on Card:		Exp. Date	
		Amount of Deposit: \$			

Attendance Guarantees

For food and beverage functions, a confirmation of guaranteed attendance is required **five (5)** business days prior to the event. You will be charged for the guarantee plus any actual attendance that is greater. Depending on the confirmed number, your reserved room may be changed to one more accommodating for your size group.

Menu Pricing

Due to the volatility of the world's commodity markets, we cannot guarantee pricing until 30 days prior to the event. We will provide accurate pricing at the time of the booking, however it may be necessary to adjust the pricing prior to the event. We appreciate your understanding.

Seating Capacity

Our two private rooms seat 70 and 24 for a sit-down dinner. However, if you are having a cocktail party where more of your guests will be standing and mingling, we can accommodate 100 and 35 respectively.

Additional Charges

We allow our guests to bring a sheet cake from a licensed baker, with advanced notice. However, there will be a \$1.50 per person service charge for plate and silverware. Under no circumstances are we responsible for the quality or condition of the cake.

Special Arrangements and Decorations

Please let us know if you need any special decorations, we will be happy to assist you. We ask that you be considerate of our property while decorating. Do not tack items to the walls or woodwork. You may, however, tape decorations to the wood trim. Applying tape to the wall, will remove the paint. We reserve the right to bill you for the repair of any such damage.

Service Charge

A twenty percent (20%) service charge and applicable state sales tax will be added to the final bill.

Food Selections

Prices listed reflect up to two entrée selections for the entire group. If more than two are selected, an additional charge of \$2.00 per extra entrée, per person for everyone in the group will be added. Menu selections must be submitted no less than **five (5)** business days prior to the event.

Room Minimums

The larger room has a dollar minimum of \$400.00 on weekdays and \$700.00 on weekends, not including tax and gratuity. The smaller room's minimums are \$250.00 on weekdays and \$400.00 on weekends, again not including tax and gratuity.

Coupons and Discounts

Coupons, discounts or gift certificates cannot be used for payment on the event unless stated so by Management.

Deposit & Payment

A \$250.00 deposit, along with this signed contract, is required before your event is confirmed in our book. During the month of December, a \$300.00 deposit is required. Payment is due in full the evening of the event. If you need to cancel, we will try to re-sell the room. If we are successful, a full refund of your deposit will be issued. However, if we are unable to resell the reserved room, your deposit will not be refunded.

Start and End Times

We staff and set up the facility according to your requested start time. Early arrivals will be asked to wait in the restaurant/bar area upstairs. All banquet pricing is based on a three (3) hour period. If during the event, you feel that you will need more time, please discuss with a Manager.

Parking

Parking for the larger room is conveniently located next to the room entrance at the rear of the building.

ACKNOWLEDGEMENT: I have read and understand the policies outlined above.

X _____

Date _____