

Food & Beverage

- All food and beverages, except for pre-arranged agreement of decorated desserts supplied by client, must be purchased through DRI Restaurants.
- Alcoholic Beverages: If any persons under the age of 21 years of age are found consuming alcoholic beverages, or if client, client's guests, or vendors are intoxicated on the premises, we reserve the right to discontinue alcoholic beverage service or terminate the function, at no expense to DRI Restaurants and no refund to client. _____ (Client Initial)

Deposits

- A credit card number will be put on file to reserve space for your function and must be kept on file for any damages or cancellation fees.
- Cancellation Notice: 60 days prior to event date. Failure to inform by said date may acquire a charge to credit card on file as follows:
Monday – Thursday event fee \$100
Friday – Sunday event fee \$200 _____ (Client Initial)

Guarantees

- Client agrees to a minimum guarantee of persons attending the function or a minimum guarantee for charges of food, beverages, room fees, or equipment rental fees, not to include service fees or applicable taxes.
- A final guarantee for the number of guests to be served as well as menu selection must be received no later than (7) business days prior to function.
Final guarantee increase, may be made up to (5) days prior to function. _____ (Client Initial)
- Client understands that if extra guests are brought to function without notice there may be no room available for said guest. _____ (Client Initial)
- If client arrives with less than their final guaranteed count, the client agrees to pay the guaranteed count that was provided (5) days prior to function. _____ (Client Initial)

Payments, Fees, Service Charges, Other Disclosures

- Room Rental Fee is as follows:
Party Total of \$499 and Under Room Fee \$175
Party Total of \$500 - \$999 Room Fee \$75
Party Total of \$1,000+ Room Fee Waived _____ (Client Initial)
- Service Fees 20% plus 6% Sales Tax will be applied.
- Any damage to facility or its furniture, fixtures, or equipment will be the responsibility of the client. Cost of repair of damages or cleaning will be billed at full cost plus a 20% administration fee to Credit Card on file.
- DRI Restaurants will not be held responsible for equipment or private property of the client on premises during or following the function.
- DRI Restaurants will not be responsible for cancellation of function if building is unable to be occupied for any reason that may interfere with health or safety of attendees of clients.
- An agreed time frame to rent private space will be agreed upon.
DRI Restaurants has the right to enforce time frame, which will not be below (3) hours of time

EVENT AGREEMENT

The above Booking Policies will be an agreement with DRI Restaurants and the Client.

This agreement will be binding at the time of providing a credit card number to be kept on file to rent private function space. No other verbal or written agreements are valid unless approved in writing by DRI Restaurants Sales Representative and the Client.

_____ Day of Function

_____ Date of Function

_____ Contact Person

_____ Contact Phone

_____ Contact Email

_____ Credit Card Number

_____ Expiration Date

_____ CSV Number

_____ Client
(Print)

_____ Client
(Signature)

_____ Date

_____ DRI Representative
(Print)

_____ DRI Representative
(Signature)

_____ Date