



Food and Beverage

Terms and Conditions

Menu

- Menu must be finalized 10 working days prior to the event date.
- Based on Federal, State and Local Food Health and Regulations, ALL food and beverage must be purchased onsite. No food or beverage may be removed from the property with the exception of wedding cakes
- Cake Cutting Fee is \$2.00 per guest
- Corkage Fee is \$10.00 per bottled opened
- Bar Attendant Fee \$150 for the first two hours + \$75 for additional hour.
- There is 25 guest minimum order for buffet. If guarantee falls below minimum, the difference in food and beverage (exclude services charge and current sales tax) will be charged at facility rental.
- Final head number should be guaranteed 72 hours (3 days) prior event date. You may increase the guarantee number, but you may not reduce the guaranteed number.

Service Charge and Tax

- 18% service charge AND current city tax will be added to all food and beverage price.
- Tax –exempt group must submit their tax exemption number and letter of exemption 14 days prior to the event.

Deposit

- A 50 % deposit (non refundable) is due upon signing agreement to secure the date
- We accept most major credit cards. Personal checks accepted with advance approval.
- The remaining balance is due 10 working days prior to the event.



Cancellations

- The deposit is non refundable.
- Cancel less than 30 days, 50% of the remaining balance will be assessed
- Cancel less than 15 days, 100% of the remaining balance.

Miscellaneous Cost

- Please ask catering department for all linens (regular or specialty), china, chairs special pricing.