

AGREEMENT FORM

PRIVATE DINING EVENTS

DEPOSIT & GENERAL TERMS OF AGREEMENT

A signed agreement form and credit card on file is required to reserve any date. Both the agreement form and credit card on file must be received in order to secure the reservation. A credit card on file will serve as a deposit to hold the date. Any cancellations within 14 days or less of the contracted date a \$250 deposit will be retained.

PAYMENT

All charges will be presented on one guest check and are payable at the conclusion of the event. Payment must be made by cash, check or credit card.

GRATUITY

There is an 18% service charge added to the bill on the day of the event.

FOOD & BEVERAGE MINIMUM

A \$600 F&B minimum applies for all private events.

TIME SLOT

___ PRE-OPERATING HOURS:

___ 3PM - 6PM

___ 7PM - CLOSE

- PLEASE CHOOSE ONE -

DECORATIONS

Amalfi's provides linen table cloths and candles. Decorations are welcome with the exceptions of confetti, glitter and tacking & taping to the walls, ceiling and light fixtures. Extra cleaning fees may apply for decorations not approved by Amalfi's. Any damage caused to the premises before, during or after the event will be the responsibility of the client.

VENUE CLEANING FEE

A \$250 fee covers our costs of set-up/break-down and janitorial expenses.

BEVERAGES & CAKES

- Beverages: Our wine and beer list will compliment your menu selections. Hosted, Limited or Non-Hosted liquor, beer & wine service is available. Corkage fee: \$15 per 750ml bottle of wine.

- Cakes: We allow outside cakes and request that you bring your own disposable plates, cutlery and utensils for serving.

CONFIRMATION & FINAL GUEST COUNT

A guaranteed attendance must be received at least 3 days prior to the event. This will serve as the guaranteed minimum for which your group will be charged, or the actual number of guests attending, whichever is greater.

EMAIL: _____ PHONE: _____

TODAY'S DATE: _____ EVENT DATE: _____

NAME ON CARD: _____

CREDIT CARD #: _____ EXP DATE: _____ CVC#: _____

CLIENT SIGNATURE: _____

CHECK ONE: VISA MASTERCARD DISCOVER AM EX

CHECK ONE: CHIANTI RM NORTH D.R.

