



## **Group Booking Terms and Contract**

**Private Group Dining:** Our Private Dining Room can be booked between Sunday and Thursday for either lunch or dinner with a minimum of 10 days advance notice. Availability will depend on community events and time of year. We do not take large group bookings between May and September. The space will accommodate up to 24 guests. To book the side room privately, please read the terms as set out below.

**Minimum Number of Guests and Seating Times for Private Dining:** You must have a minimum of 18 guests confirmed to **reserve our side room privately**. Less than 18 guests are subject to a room rental fee (**see below**) or you agree to have semi-private dining. You may choose a dinner time between 5:00 pm and 6:30 pm for a maximum of 3 hours or at lunch either 12:00pm - 2:00pm or 2:00pm - 4:00pm.

**Room Rental Fee:** There will be a room rental fee of \$2,000.00 at dinner or \$1,000 at lunch in addition to the set menu price, **for either of the following scenarios:**

- a) You would like to book the space for the entire day/night (more than 3 hours)
- b) You would like to book the room **privately** for less than 18 people

**Smaller Group Bookings:** To make a reservation for between 14 and 17 guests you must book between Sunday and Thursday with a minimum of 7 days advance notice. Your tables will be booked in an area of the restaurant that best suits the organization. If you would like to book our side room, we will set 2 tables side by side. You may choose between two available dinner seating times; 5:30 pm or 8:00 pm for a maximum of 2.5 hours. Our front room can accommodate one table up to 15 people (14 with a chair on the end) with a more flexible seating time that can be discussed.

**Deposit and Contract:** A \$200 deposit is required for all reservations of 14 people or more. The deposit and contract must be received at least 7 days in advance of the reservation. The reservation will remain tentative until the deposit and contract has been received. The deposit will be applied to your itemized bill on the day of your reservation. **We do not provide separate bills for groups of 14 people or more.**

**Confirmation of Total Guests and Menu Choice:** The number of guests attending the reservation must be confirmed at least 24 hours prior to the reservation. You will be charged for the number of guests that you have confirmed at the price of the set menu selected. A la Carte menu is not available for large group bookings. Your menu option must be submitted no later than 7 days in advance. **Notices of significant decrease in the number of your party due to unforeseen circumstances will be handled at management's discretion.**

**Cancellation:** You must notify us 5 days before the date of the event otherwise the deposit is non-refundable.

**Service Charge:** 18% gratuity will be added to the itemized bill before tax.

I, \_\_\_\_\_ am booking (circle one) a **Private / Semi-Private and/or Smaller Group** (circle one) **Lunch / Dinner** event, and agree to all of the terms and conditions outlined above.

Print Name: \_\_\_\_\_ Event Date: \_\_\_\_\_ No of Guests: \_\_\_\_\_

Signature: \_\_\_\_\_ Today's Date: \_\_\_\_\_