



Full Restaurant Buy-Out Terms and Contract

Thank you for choosing Olivea for your special event!

Our entire restaurant is available to reserve for dinner events at our discretion based on availability, time of year and community events. We can accommodate a minimum of 40 up to a maximum of 70 guests.

A menu will be developed for your event according to availability of locally sourced seasonal ingredients and will include choices of appetizers, main dishes and desserts. It is recommended that wines be chosen in advance to ensure availability.

FEES STRUCTURE AND PAYMENTS:

A deposit of \$1,000.00 is required at the time of submitting the signed contract.

The buy-out fees as set out below are a “**minimum spend**” for the evening which includes all food and drink, including alcohol.

The breakdown will be as follows:

Sunday to Thursday	\$10,000.00 - Total Food (\$150/person) - Total Beverages + tax and gratuity
Friday or Saturday	\$15,000.00 - Total Food (\$150/person) - Total Beverages + tax and gratuity

The remaining funds will be applied as a room rental fee and are subject to tax only.

The reservation will remain tentative until the deposit and contract has been received.

Cancellation: You must notify us 7 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 and is only applied to food and beverages.

I, _____ am booking Olivea Restaurant for an entire evening starting at 5:00pm for a private event and agree to all of the terms and conditions outlined above.

Print Name: _____ Event Date: _____ No of Guests: _____

Buy-Out Amount: _____

Signature: _____ Today's Date: _____