



BANQUET CONTRACT

NAME: _____ DEPOSIT: \$ _____
DATE OF EVENT: _____ PRICE PER PERSON: \$ _____
NUMBER OF GUESTS: _____ 6% SALES TAX: \$ _____
ROOM TIMES: _____ 18% SERVICE CHARGE: \$ _____
ENTRÉE SELECTION: _____ FINAL PAYMENT DUE: _____
_____ BALANCE DUE: \$ _____
BAR SELECTION: _____ OTHER: _____
DESSERT SELECTION: _____ _____

BANQUET TERMS AND CONDITIONS

1. **RESERVATION & DEPOSIT:** To reserve banquet room, a deposit of \$100.00 is required. The deposit will be applied to the total charges of your function. The deposit is due upon the signing of contract and is non-refundable.
2. **MENU SELECTION:** To ensure your requirements are met, it is necessary for you to notify us of your selection at least ten (10) days prior to your event. We will substitute entrees for vegetarian, religious or medical reasons. Please specify requirements when you confirm your menu selection. Any multiple entrées are required to have arranged seating and place cards denoting your guests' selection as well as a list that details exact entrée counts at each table.
3. **PAYMENT:** Full payment is required no later than ten (10) days prior to your event. Any remaining or additional charges must be paid in full at the completion of the function.
4. **FOOD & BEVERAGES:** All food and beverages (except cake) must be purchased through The Glaciers. Due to state laws, unconsumed food may not be taken from premises and all liquor must be provided by The Glaciers.
5. **DAMAGES:** Any damages occurring to The Glaciers property by client or guest will be the responsibility of the stated client. The Glaciers does not accept responsibility for damages or loss of materials left in the building prior, during or after the function.
6. **CANCELLATION:** Should a cancellation occur, the room fee will be retained as a cancellation fee. If the space is rebooked with a party of equal or greater value, The Glaciers will only retain the \$100.00 deposit fee.

I hereby accept the above conditions and agree to abide by them and the policies set forth by The Glaciers.

Contract Signature: _____ Date: _____
Address: _____ Phone: _____
Glaciers Representative: _____ Date: _____