

Creed's Private Party Contract

Please fax back to: 610-265-2733

Contact Person and Company Name: _____

Deposit Amt: _____ Package Price: _____ Phone: _____ Fax: _____

Party Day: _____ Party Date: _____ Time of Party: _____

Credit Card #: _____ Exp. Date: _____

A deposit confirms the above information for your private affair. The following are the deposit rates:

	<u>LUNCH</u>	<u>DINNER</u>	<u># of Guest</u>
10-20 guests	\$175.00	\$ 250.00	_____
21-50 guests	\$250.00	\$ 500.00	_____
51-75 guests	\$500.00	\$1000.00	_____

Final payment for all food and beverage, tax (6%) and gratuity (20%) fees are due prior to/or at the conclusion of your event. In the event of a cancellation, within (72) hours of initial deposit, a full refund will be provided within (7-10) business days. No refund will be issued after the (72) hours, except if you rebook the space for a future date.

A final guest count is required (2) business days prior to the function. This final number will then be considered a minimum guaranteed number for billing. If for any reason, a final guest count is not provided, food and beverage provided will be based on original estimated guest count. Additionally, we guarantee to serve an increase of (5%) in the estimated/final count.

During the Holiday season (November 25 through January 15) minimum guaranteed number of guests must be given 10 business days prior to event. No refund will be issued after the 10 day period with the exception of acts of nature.

Outside food and beverages are prohibited. Any exceptions must be pre-arranged with the restaurant for an additional fee. Menu prices are subject to change as dictated by market conditions. We will guarantee prices when stated upon contract signature.

The Client resumes responsibility for the guests and any damages caused by the guest(s) to the restaurant property. The restaurant assumes NO liability for personal property, while using the facility or left at the facility.

We reserve the right to refuse alcoholic beverage service, should we feel it becomes necessary. For the comfort and safety of our guests, we require a minimum of 6 hors d'oeuvres per person for a cocktail party that is not to be followed by dinner.

All parties for dinner are booked on a 3 hour basis, and all lunch parties are booked on a 2 hour basis. Additional time will be billed at a pre-determined fee. **Private party space is NOT guaranteed until a signed contract and deposit are received.**

Our Private rooms require a minimum guaranteed number. The following are the minimum numbers for our rooms:

Executive Room 15 guests Patio Room 30 guests

In the event your party decreases from the minimum number, you have the option of either paying the minimum guaranteed number or moving your party to the main part of the dining room.

Client Signature: _____ Date _____