

Party Room Contract



Please fill out all contact information.

Please Only Fax Back to 713-780-0411.

Name (Please Print): _____

Today's Date: _____ Estimated Number of People: _____

A \$250.00 **non-refundable security deposit** to hold the El Patio Party Room on _____ 2018 from _____ to _____. I understand that this **non-refundable security deposit** will be applied to the total bill accrued at the time of my event. If for whatever reason, I cancel my reservation I understand that the \$250.00 deposit will not be refunded.

Weeknight Minimum – Subject to Change.

Minimum expenditure required to reserve Monday through Wednesday.

- \$1,500.00 minimum order. (excluding taxes and 20% Service Fee)

Weekend Minimum – Subject to Change.

Minimum expenditure required to reserve Thursday or Sunday.

- \$2,000.00 minimum order. (excluding taxes and 20% Service Fee)

Weekend Minimum – Subject to Change.

Minimum expenditure required to reserve Friday.

- \$3,500.00 minimum order. (excluding taxes and 20% Service Fee)

Weekend Minimum – Subject to Change.

Minimum expenditure required to reserve Saturday.

- \$2,500.00 minimum order. (excluding taxes and 20% Service Fee)

I understand that the minimum expenditure does not include tax or the **20% Service Fee** that will be applied to the total bill accrued at the time of my event. Initial: _____

Payment in full is required at the conclusion of the event. If the scheduled event does not meet the required minimum I understand that I am responsible for the difference. The Minimum Expenditure or the Actual Expenditure, whichever is greater, plus taxes and 20% gratuity must be paid at the conclusion of the event. Unless otherwise agreed to, we will charge the amount due to the credit card on file.

Initial: _____

All information regarding party size and menu must be finalized no later than 72 hours prior to the Scheduled event. You will be responsible for minimum expenditure as detailed above, the amount on the final proposal as if a fixed price or the actual expenditure, whichever is greater. Initial: _____

Date Final Information is due: _____ (Please fill in, deadline is 72 hours (3 days) before your selected date)

Security Deposit Information:

Credit Card Type: _____ Credit Card Number: _____ Expiration Date: _____

CVC Security Code: _____ (The 3 digit code on back of credit card, 4 digit code on front of American Express)

(If the credit card is not present at the time that the deposit is secured and you do not furnish the CVC security code there will be a \$5.00 charge added to security deposit raising the total to \$255.00)

*A second form of identification with the name matching the credit card given must be provided for your security.

ID/TDL# _____ DOB _____ EXP _____

Contact Phone Number: _____

Alternate Phone Number: _____

Email Address: _____

Mailing/Billing Address: _____

Please note: You may bring in additional decorations for your event but nothing may be put up on the walls. If anything is pinned, taped, glued, or otherwise adhered to the El Patio Party Room walls for your event you will be responsible for actual damage cost.

*****All Parties of Over 25 Guests Will Require Valet Service. The Valet Company Charges \$6.00 Per Car Parked. *****