

# Party Agreement



## Ristorante & Saletta

Company		Room		Minimum Guests	
Contact		Phone		Cost per person	
Event Date	Time	Event Type		Expected # of Guests	

### Large Party and Private Dining Event

Here at Bacco Ristorante we are delighted you have chosen us for your upcoming event.

We look forward to hosting your event. Upon reviewing the following event specifics, please complete, sign and return this contract via fax to 248-281-1623. Please feel free to contact Alberto or Stoli with any questions or concerns regarding your upcoming function at 248-356-6600. Your reservation will be confirmed once we receive your signed contract and credit card guarantee.

Please be advised that all large party/ private dining events must be cancelled with 12 days advance notice, or \$500 as estimated cost will be billed to your credit card.

Cancellations must be obtained in writing via e-mail, mail or fax. Cancellations made by phone call or voicemail will not be endorsed unless supplemented by written cancellation. In the event Bacco does not possess the client's written cancellation, the client must provide documentation of the original cancellation in order for the cancellation to be honored.

### Guest Minimum & Guarantee Policy:

Should the actual number of guests fall below the guest minimum\* or the final guarantee number, the client will be charged the same fee as stated above for cancellation on or after three (3) business days for the difference.

A final guarantee number is due within seven (7) days of the scheduled event. Should the final guest count fall below the guest minimum, Bacco may offer flexibility in charging the guarantee number (as opposed to the guest minimum), should be the restaurant to see if fit to do so. Should final guarantee number change, the private room assigned may be adjusted to an alternative private room, semi-private or main dining seating. In the event the alternative private room is larger than the original private room, a new guest minimum will apply. In addition, Bacco will not be obligated to serve or set up for more than 5% above the guarantee number.

### Prices, Taxes & Service Charges:

Menu prices are subject to change and will be confirmed 30 days prior to the event.

Should the client require audio-visual equipment, arrangements must be made prior to the event date. Bacco provides in-house audio visual.

All food and beverage is subject to a 20% service charge and 6% state sales tax. Final payment is due upon completion of event. Tax exempt organizations must furnish a certificate of exemption to the restaurant in advance of the event. **Food of any kind, Alcoholic beverage, including wine, may not be brought into the restaurant from outside sources.**

### Damages & Indemnities:

Displays, signs and decorations may not be used without advance permission from Bacco. The client agrees to be responsible for any damage done to equipment or restaurant during use of premises. Bacco is not responsible for loss or damage to any property brought into or left in the restaurant by host, organization or guests of same.

This agreement is void if it cannot be performed due to uncontrollable circumstances on Bacco's part. If food or services specified cannot be furnished for any reason due to such circumstances, other food and services may be substituted at prices ordinarily charged for them, but not in excess of the price agreed upon. The prevailing party to any lawsuit or proceeding between Bacco and the client shall be entitled to recover its costs and expenses of such suit or proceeding including, but not limited to, it's reasonable attorney's fees.

A signature below indicates that you have read and agree to the terms of this agreement as outlined above. This signature also authorizes Bacco to charge the deposit amount as stated above to the credit card provided below per the terms stated above with regards to non-refundable deposits, as well as any other uncollected charges for services provided, guarantees or minimums.

### CREDIT CARD GUARANTEE

CC#: \_\_\_\_\_ Exp Date: \_\_\_\_\_

CC Type: MC / VISA / DINER'S / AMEX

\_\_\_\_\_  
Client Name (printed) / Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager's Name

\_\_\_\_\_  
Manager Signature