

Seasons Grill Combined Room Contract

Thank you for choosing Seasons for your upcoming group event. To help ensure that your event goes as smoothly as possible, we have created this simple one-page contract. Our reputation of great food paired with great service for the past ten years, enabled us to design our Balthazar Room & Magnum Rooms. These combined rooms can seat up to 96 guests & up to 76 guests for a presentation. We offer audio/visual capabilities as well as a separate kitchen facility. There are no charges for the use of the room, given that your group meets the modest revenue requirements. Children 10 years and younger are half price on the menu you select.

We do require a confirmed guest count no less than 48 hours prior to the event & do require a credit card number to hold the date. Cancellations within two weeks of the event date are charged a \$300 cancellation fee.

Please ask us about our other services, referrals & rentals which can include...flowers, DJ, dance floor, cakes, specialty linens, speaker & microphone packages, special sized tables, etc...

Please review and sign for the following basic information and e-mail at event@seasonsabq.com or fax back to us at 505-766-5252 within 24 hours of receipt.

Company Name _____	Event Date _____
Contact Person _____	Time of Party _____
Phone Number _____	Guest Count _____
E-mail Address _____	Menu Choice _____

Credit Card Guarantee/Type _____ **Exp** _____

Menu Selection(s) _____

Bar Choices (please circle) **open** **cash** **limited (please list below)** **\$3 N/A Drink Pkg**

Please Specify The Table Setup You Would Like: _____

A/V Equipment Needed _____

Heading Needed on Menu &/or Door Sign _____

Signature _____ **Print Name** _____ **Date** _____

Cost Notes

Season's Grill takes the confirmed count from this contract in determining the total. Season's charges a 20% gratuity, or an agreed upon minimum \$ gratuity for wait staff which includes, set-up, service & clean up. The minimum combined room revenue for lunch is \$1500 and \$2500 for dinner Sun-Thurs and \$3000 Fri-Sat, before tax & gratuity. To ensure proper staffing and food purchases an additional \$10 per person fee may be applied for guests above and beyond the confirmation count.