

B'S ON THE RIVER - CATERING GUIDELINES & CONTRACT

Menus

Thank you for selecting B's on the River. The contents of our catering menus are merely suggestions. Our catering department will design a menu especially for your event. Menu selections are requested two weeks prior to your event.

Pricing, Tax and Service Charge

Food and beverage prices are subject to change, without notification. Final pricing will be confirmed 30 days prior to your event. All menu prices are subject to applicable Minnesota state sales tax and a service charge.

Deposits, Guarantee and Payments

A non-refundable deposit is required for all events to confirm reservation. Payment is due in advance of your event. If there is an outstanding balance due at the conclusion of the event, it is to be paid at that time, unless other arrangements have been made. Payment methods are cash, certified or cashier check, money orders or credit cards: Visa, MasterCard or Discover. Personal Checks will be accepted with prior approval. Direct billing may be arranged with our Catering Department. Payments over 30 days late are subject to a 1.5% interest charge. A guaranteed number of attendees must be received 4 days prior to your event. This number will be considered your guarantee and is not subject to reduction. If the guarantee attendance is not received, the number expected will automatically become the guarantee.

Delivery & Labor

There may be a delivery or labor charge. This will be discussed when you book your event.

Security Policy

If B's on the River leaves any equipment or items at an event the customer will be responsible and must return them to B's on the River. If any items are missing or damaged applicable charges will be the sole responsibility of the customer.

Cancellations

In the event you should cancel your event, the following non-refundable deposits and cancellation fee will apply: 0-7 days in advance 100% of estimated food, beverage & rental values. 8 days to 60 days in advance: 75% of estimated food, beverage & rental values. 60 days to 180 days in advance: 50% of estimated food, beverage & rental values. If deposit is not received on due date, this contract becomes null and void.

Linens

With your event a variety of napkin colors and linens are available through B's on the River for you to rent.

Received & understood terms and conditions of contract

Signature: _____

Name: _____

Company/Group: _____

Event Name: _____

Address: _____

E-mail: _____

Phone Number: _____

Fax Number: _____

Function Date: _____

Location: _____

Non Refundable Deposit: _____

Date Deposit is Due: _____

Special Notes: