

Rossilli's Private Dining Agreement

419-423-5050 Rossillis217@aol.com

I _____ acting for _____, hereby agree to the

following conditions regarding this agreement and authorize Rossilli's Restaurant to charge the listed credit card a deposit to confirm this reservation.

- A reservation will not be made without this signed contract.
- As a courtesy all reservation requests are held for two (2) business days from initial contact.
- If a contract is not completed and returned after two (2) business days, the space will be released.

Deposits

- A deposit of \$20 per person is required to secure a reservation. (Only drawn if the terms of this agreement are broken)

Room Fee

- A room fee of \$150 will be added to your final bill.
- Private rooms are reserved for three (3) hours. Events continuing past this allotted time will be billed \$75 for each additional hour.

Gratuity

- A minimum of \$125 gratuity will be added to your final bill or 22% of your food and beverage total, whichever total is larger.

Final Bill

- All charges (Food&Beverages) must be on one (1) bill. Unfortunately, we are unable to offer a cash bar in a private room.

Food & Beverage

- All food & beverages must be provided by Rossilli's. No outside items are permitted in the private room.

Cancellations

- Should a cancellation of this event occur within ten (10) business days to its scheduled date, I understand that I will forfeit the deposit made to confirm this reservation.
- Should cancellation of this event occur within five (5) business days, I understand that the credit card listed will be billed for the entire estimated revenue of this event.

Room Damage

- Any room damage, other than that which occurs through normal usage, in the responsibility of the signor of this contract.

Lost or Stolen Items

- Rossilli's Restaurant is not responsible for any items that are left, lost, or stolen at the contracted event.

Access to the Private Room

- Doors will be unlocked no sooner than fifteen (15) minutes prior to the scheduled time, unless prior arrangements are made.

Guest Number Guarantee

- A final guarantee of guest attendance is due, dated, and signed five (5) days prior to the contracted event.
- On the day of your event if the number exceeds the guaranteed number, we will make every effort to accommodate them, but we cannot guarantee that seating and menu items will be available.
- If the party fails below the guaranteed number on the day of the event, you will be charged the estimated food and beverage revenue of the guaranteed number.

Credit Card Information (Please Print)

- Name as it appears on credit card- _____
- Credit Card Number- _____ Exp Date _____ S.C _____

Event Information

- Date of the event _____ Day of the week _____ Time _____
- Estimated number of guests _____ Minimum number of guests (Dinner) 12 Cocktails/Hors d' Oeuvres 20

I agree to the conditions of this reservation confirmation contract and authorize Rossilli's Restaurant to apply charges to the listed credit card under the above terms.

Signature of Responsible Party _____

Contacts Phone Number _____ Email _____

