

ASTORIA

Tasting Room Contract

- Our private tasting room Tuesday – Saturday.
- Maximum Number of Guests: 47 people
- **Pricing**
 - \$500 deposit is required to hold the room and will be applied to the final bill at the end of the event
 - Spend Minimums Tuesday-Thursday are as follows:
 - 10-15 Guests, \$500 minimum
 - 16-20 Guests, \$750 minimum
 - 21-29 Guests, \$1000 minimum
 - 30 + Guests, \$1500 minimum
 - Spend Minimums for Friday & Saturday are as follows
 - 10-29 Guests, \$1000 minimum
 - 30+ Guests, \$1500 minimum
 - Spend minimums do not include tax, gratuity or staffing fee
 - There will be 8% sales tax, 20% Gratuity & 3% Staffing fee added to the bill
 - If spend minimum isn't met the remaining balance will be charged and given as gift cards
 - i.e. you only spend \$550 of your \$750 minimum, you will be charged the whole \$750, but given the unspent \$200 in gift cards)
- **Food**
 - Food is served Buffet Style only. Family style plating is available for parties under 25.
 - Food orders must be finalized a week prior to the event. No additional food can be added or subtracted the day of the event as product must be pre-ordered.
 - If outside dessert is brought in, there will be a fee of \$1/person.
 - No outside food or beverages allowed except for the above-mentioned desserts.
- **Decorations**
 - balloons, centerpieces, table cloths, etc. are permitted.
 - glitter/confetti and open flames are not permitted.
 - Decorations must be cleaned up at the end of the event.
- **Clean Up/End of Party**
 - Food will start be boxed and cleaned up 15 minutes prior to kitchen close.
 - Last call for drinks is 45 minutes after kitchen close
 - Entire room must be cleaned up 1 hour after kitchen close.
- If more time is needed or wanted you may purchase more time for \$250/Hour.
- Cancellations must be made 72 hours in advance in order to receive deposit back

I have read and understand the following content of this contract:

Print Name: _____ Date: _____

Signature: _____

Event Information:

Event Date: _____

Type of Event: _____

Estimated Guest Count: _____