

Minimums: Daytime events require a 30 adult minimum and must conclude by 4:00 pm. Monday thru Thursday Evenings requires a 50 adult minimum, Friday, Saturday & Sunday Evenings require a 75 adult minimum. Guest's tables will be set-up based on paid attendance, additional guest tables will be billed at \$25.00 per table.

Deposits: For a Wedding we request a \$500.00 deposit. All other events we require a \$200.00 deposit. All deposits are Non-Refundable and Non-Transferrable. A signed contract along with deposit is required to hold event date, events will not be considered booked without deposit and signed contract.

Room Rental/Fees:

Constantine Room \$100.00
Empress/Constantine Rooms \$250.00
Minimum guest requirements apply for the Empress Room.

Payment: For Weddings the final guest guarantee and payment are due 10 days prior to event date. Final payment can be made with personal check or cash, if paying by credit card a 3% administration fee will be added to final cost. For all other events the final guest guarantee is due 5 days prior to the event and final payment due on the day of event.

Menu Selections: Final meal selections and tentative guest count are due 30 days prior to event date. Meal breakdown is due 5 days prior to event. The client will be responsible for providing the appropriate means to signifying Entrée selections to their guests. The banquet coordinator will provide suggestions.

Food and Dietary Policies: Paravati Catering Group is proud of their kitchen staff. Therefore, we do not permit food to be brought in to be served with the exception of specialty cakes (we do offer bakery services). Due to certain liabilities no food is permitted to be removed from the premises. Special menu requests; such as vegetarian and children's menus will be honored and priced accordingly.

Liquor Service: All liquor will be provided by the client. Due to certain liabilities, alcohol must be served by approved list of bartenders that will be provided by Paravati Catering Group.

Decorations: No glitter or confetti of any kind is permitted on premises. No hanging of decorations on walls is permitted. Decorations brought in by client must be removed at the end of event. Client will have access to booked room(s) one (1) hour prior to event start time, unless pre-arranged by management.