

Passionfish

food from the heart

BANQUET CONFIRMATION FORM

Party Name _____

Type of Event: _____ # of Guests _____

Date of Event _____ Arrival Time _____ Departure Time _____

Coordinator's Name _____ Phone _____

Address _____

FAX _____ E-Mail _____

MENU:

3 Course 4 Course + Appetizers Wine Pairings Description: _____

Special Arrangements: _____

Table Streamers—No Charge Specialty Decorations (Floral, balloons, etc. at additional charge)

Birthday Cake Other _____

Per Person Estimated Cost: \$_____.00 Estimated Event Cost \$_____.00*

25% Deposit Required (submitted with return of Confirmation Form) \$_____.00

*Based on the event description herein, valid for specified date and description only.

Terms & Conditions:

1. A 25% deposit required with this Confirmation Form to guarantee your event reservation.
2. Arrangements must be guaranteed no later than 7 days prior to the event.
3. The deposit is refundable up to 7 days prior to the event. In the event of cancellation less than 7 days of the guaranteed event, Passionfish is entitled to 100% of the required deposit.
4. Guest counts and menu selections may be adjusted up to 72 hours prior to event and will be reflected in final event costs.
5. Passionfish will prepare to serve 5% over your guaranteed number of guests.
6. A 7.25% sales tax and a 20% gratuity will be added to the final billing.
7. The final payment of balance due will be rendered immediately following the event by contracted party.
8. The authorized person(s) and/or company agrees to be responsible for any damage done by their party to the facility or property owned and/or operated by Passionfish.
9. Passionfish does not accept responsibility for lost or damaged personal property.
10. Passionfish reserves the right to the use of space guaranteed if the group or any portion of the group is more than 30 minutes late of their guaranteed seating time.

The authorized parties agree to the terms, conditions and arrangements outlined in this Confirmation Form.

Authorized Party Host _____ Date _____

Passionfish Banquet Coordinator _____ Date _____