

# TERMS & CONDITIONS on site Main Dining Room

Day, \_\_\_\_\_, Date \_\_\_\_\_ Estimate of Attendees \_\_\_\_\_

Start time: \_\_\_\_\_ Dine Time: \_\_\_\_\_ Event Concludes: \_\_\_\_\_

## Event Terms and Conditions

| Minimum Requirement | Times                | Food and Beverage Minimums/Room Rental | December |
|---------------------|----------------------|--|----------|
| Saturday & Sunday   | Day 12:00pm-4:00pm   | \$500 food and beverage minimum        | \$3,000  |
| Monday -Friday      | Day 8:00am-4:00pm    | \$500 food and beverage minimum        | \$1,000  |
| Monday- Thursday    | Night 5:00pm-10:00pm | \$5,000 food and beverage minimum      | \$7,500  |
| Friday              | Night 5:00pm-12:00am | \$8,000 food and beverage minimum      | \$10,000 |
| Saturday            | Night 5:00pm-12:00am | \$9,000 food and beverage minimum      | \$15,000 |
| Sunday              | Night 5:00pm-10:00pm | \$3,000 food and beverage minimum      | \$5,000  |

We do consider **ANY** beverage service going towards the minimums.

Main Dining Room: we require a food and beverage minimum to secure the space; if the food and beverage minimum does not get met the difference will go to a room rental fee.

\$100 deposit to secure space; this must be paid upon reserving the specific date. We do not hold space without a deposit. The deposit is 100% non-refundable.

Package prices are based upon minimum guest totals.

Final menu selections must be made **fourteen (14) days** prior to the event.

Final counts for all events are required **seven (7) days** prior to event with final payment upon conclusion of events. 6% Michigan Sales tax and a 20% Service Fee for all events

Steiny's does offer an assortment of audio visual equipment. However, these items must be secured at least (7) days prior to your event. If you have questions about equipment rental Contact our sales department (248) 453-5376 or email event-planner@comcast.net

We accept payment from: American Express, Visa, Master Card or Discover Cards, Cash or Certified Checks.

Theft or damage to any of Steiny's Restaurant or Steiny's Banquet Hall will be the sole responsibility of the person who signs this contract. You will be billed the full replacement cost of stolen or damaged property. **Absolutely no tape on walls.**

~White table cloths are available for minimal fees; please ask for details or you may secure an outside vendor for this.

There is a \$15 cake cutting fee and no need to bring plates, forks or napkins. Cakes are allowed only from a **licensed baker**. We must have a copy of receipt to allow any serving of cakes.

\_\_\_\_\_  
Client

\_\_\_\_\_  
Date

\_\_\_\_\_  
Steiny's Representative

\_\_\_\_\_  
Date