

Patio Event Agreement

Day: (M T W Th F Sat Sun) Date: ___ / ___ / ___ Time: _____ # of Guests: _____ (30 Min.)

Name: _____ Phone #: _____

Name of Contact: _____ Phone #: _____

Event Name / Organization: _____

Email: _____ Fax #: _____

Menu Package: #1 salad selection: _____ dessert selection: _____

#2 salad selection: _____ #3 salad selection: _____

Off the Menu Price of Menu Chosen: \$ _____

Food & Beverage Minimum: _____ Budget Per Person: \$ _____ (All Inclusive)

Personalized Menu Heading: _____

Cocktail Hour: from _____ to _____ No Alcohol Cash Bar Wine & Beer Only Open Bar

Wine Selection: House White House Red Other (selection below):

White: _____ Red: _____

Special Occassion: No Yes: _____ Surprise: No Yes

Audio / Visual: No Yes, Items Ordered (circle): Projector (\$195) Screen (\$15) Cart (\$10) Podium (\$25)

Cake: No Cake Bringing Cake (Note: \$4 plating fee/person) Ordering from our Bakery (selection below):

Cake Selection: _____ Price: \$ _____

Inscription: _____ Date Ordered: _____

Special Details: _____

Credit Card Information

Name on Card: _____

Credit Card #: _____ Card has Chip: Yes No

Expiration Date: _____ Verification Code: _____ Zip Code: _____

Contract reviewed and accepted when signed. Arroyo Chop House is authorized to charge credit card above:

Signature: _____ Date: ___ / ___ / ___

ARROYO CHOP HOUSE

Patio Information Sheet

- The Patio minimums and availability may change according to the season, please inquire.
- The Patio accommodates table configurations of one long table of 22 and combination of tables of 4 to 7, up to a total of 30 people.
- We offer a choice of three menu packages. These menu packages are used as a starting point for discussion and can be customized to meet your needs.
- Prices do not include beverages, 10.25% tax, or 18% suggested service charge.
- A credit card number and signed contract are needed to secure the private room on a specific date.
- Please complete the contract with the date and signature within 5 business days of the event to secure the reservation.
- Please provide us with a final guest count at least 48 hrs prior to your event.
- There is a \$200 charge if you cancel within less than 5 business days of the event.
- We gladly provide service for your personal wine not offered on our wine list. \$30 per 750ml bottle up to three bottles and \$50 for 750ml bottle thereafter.

Please sign here to acknowledge your understanding and agreement with the policies started on this page and fax back with attached contract:

_____ Date: _____
(Your Signature)

Please contact Jessica Meripol at **(626) 577-7463** to make your event bookings.
Fax all documents to **(626) 577-1089**.