

Wild Duck Contract

Name:	Date of Booking:
Phone Number:	Email:
Date of Event:	Time of Event:
Number of People:	Call Mark Mader at 920.944.7640 w/Credit Card Number

Thank you for choosing Calmes' Pub for your event! Our private 4 seasons room has a fully stocked bar and can accommodate up to 70 guests around the bar and tables (55 actual chairs). Our party menu has many options to choose from or we can customize something special for you.

Guidelines: All alcoholic and non-alcoholic beverages must be provided by Calmes' Pub. Anyone purchasing or consuming alcoholic beverages must be 21 years of age or older. We will not serve anyone that does not have a government issued ID.

Room Rental, Bartender and Service Fees: We require a \$100 non-refundable deposit; along with a combined food and beverage minimum of \$350 Mon – Thurs and \$500 Fri through Sun. No banquet set up fees. An 18% service fee will be added to all food and beverage, with the exception of cash bars.

Payment and Deposit: A valid credit card is required (on file date of booking) to insure final payment of your account. A minimum non-refundable deposit of \$100 is due at completion of booking your event, along with a signed contract. Payment is due at the conclusion of your event and can be made by cash, valid check or credit card. If you are a tax-exempt company you must submit the proper documentation at the time of booking.

Food and Beverage: In accordance with State law, all food and beverages must be purchased and supplied by Calmes' Pub with the exception of cakes. Cakes must be made from a licensed baker. Buffet meals will be maintained for 1 ½ hours unless other arrangements have been made.

Decorating: **No glitter or confetti.** Please ask before hanging, taping or pinning any decorations. If confetti or glitter is used, you will be **charged an additional \$50** for the cleaning fee.

Guarantee and Cancellation: Calmes' Pub requires a final guarantee, seven days prior to your event. This will be your guaranteed number for the final billing and is not subject to reduction. Calmes' Pub will prepare for 5% over your guaranteed amount and will charge accordingly.

Security: The client assumes all responsibility for any damages caused by event guests. Calmes' Pub assumes no responsibility for damage or loss of equipment or articles left unattended.

