

Mr. D's Bar & Grill

5622 Grand Avenue Duluth MN 55807 218-624-4178

Name _____ Date of Event _____
Type of Event _____ Number of Guests _____
Phone Number _____ Time of Event _____

BANQUET ROOM POLICIES

1. Full amount is required as deposit for all functions. All deposits are non-refundable. Your reservation will be confirmed upon receipt of deposit and signed contract. We cannot "hold" the room.
2. Minors will be allowed in Mr. D's banquet room until 9 pm. After 9 pm, they must vacate the building. **Minors are NOT allowed in the main bar.** EXCEPTION: If renter obtains and pays for security from only the Duluth Police Department. **NO minor is allowed to consume any alcoholic beverage on our premises.** _____ *Initials*
3. **No glitter or confetti will be allowed as decorations. No nails or tape may be used on walls.** A \$100.00 charge will be added to your bill if used. _____ *Initials* Renter is responsible for all damage sustained to room. Mr. D's will not be responsible for any damage, loss or liability incurred at Mr. D's by the renter or their guests. Mr. D's will not be responsible for any damage or loss of articles left on the premises.
4. If you need to use our audio/visual equipment, it must be indicated at time of booking. We can accommodate DVD, CD, MP3, and we have a projector with screen. We also provide WIFI, free of charge. **ONLY OUR EMPLOYEES ARE ALLOWED TO SET UP THE EQUIPMENT FOR YOUR EVENT.** Please do not tamper with our equipment, please ask for assistance. Any damage to our equipment is the renter's responsibility. _____ *Initials*
5. Rental prices
Weekend Rates (Fri & Sat) \$210.00 (includes set up, clean up, table coverings & staff)
Sun-Thurs events \$110.00 (bartender add'l)
16 gallon domestic keg \$300.00 plus 17% gratuity (75 guest minimum)
Champagne (per bottle) \$ 16.00
Any open bar tabs will be subject to a 17% gratuity

CATERING POLICIES

1. **Your menu and guaranteed number of guests must be confirmed TWO WEEKS prior to your event. NO LAST MINUTE FOOD/BEVERAGE ORDER WILL BE ACCEPTED.**
2. **Full payment is due the day of the event.**
3. **Outside caterers are allowed but you must clearly post the caterer/business to your guests**
4. If you choose potluck or another caterer, make sure you have everything you need. No on site cooking allowed, everything must be precooked. You may not use our kitchen. Maximum of 3 plug in units allowed.
5. All alcohol and non-alcoholic beverages must be purchased from Mr. D's. _____ *Initials*
6. **You must provide your own containers for any leftovers.**

Renter Name**

Date

**By signing this document you agree to all terms and policies listed above