

Reed's Place Steak & Chop Shoppe

Large Party Reservation

Agreement

- All *Large Party Reservations* are required to pay a \$50.00 Deposit is due the day of booking the reservation.
- All *Large Party Reservations* are required to cancel their reservation prior to 48 hours of their reservation. Failure to do so will result in forfeiting their \$50.00 Deposit.
- *Large Party Reservation* fees are \$100.00/hr. The total Reservation fee will be due at the time of payment, the same day when your party has ended. (Fee may vary dependent on special circumstances.)
- If the *Large Party Reservation* requests a *banquet style meal*, only the food requested and agreed upon at the time of booking will be prepared. If your party *increases* in number of guests when you arrive, we will not be able to accommodate additional food to your party in accordance with our "FFOP". If the party *decreases* in size, the food requested will be served as previously ordered and agreed upon, accordingly to our "FFOP."
- If the *Large Party Reservation* provides a *requested list of meals* to *Reed's Place Steak and Chop Shoppe* prior to the Reservation, only these meals will be prepared and offered when the meal is served in accordance with our "FFOP."
 - If other meals are requested, you may be denied those meals due to our "FFOP."
 - Depending on *BAU*, we may be able to accommodate the request, but not promised.
- Large Party Decorations are welcome! We ask that you please do not use glitter, confetti, and/or any other decoration that will delay *BAU* cleanup. If these items are a necessity to your party, please be prepared for your own personal cleanup; or you have the option to add our "*Cleaning Fee*" of \$100.00. If personal cleanup is honored, it is at the discretion of *Reed's Place Steak & Chop Shoppe* to review the cleanup and accept that it is back to *BAU Cleaning Standards*. If it is not up to standards, *Reed's Place Steak & Chop Shoppe* will provide photos and 'ONE' quote from a cleaning company to prove that the cleanup was not up to our *BAU Cleaning Standards*.
- If your *Large Party Reservation* is booked during non-business hours, there will be an additional \$50/hr and limited menu.
 - If the party is greater than the number of guests provided by the person at booking the party, we WILL NOT be able to provide any extra food requested due to our "FFOP."
 - If the party is less than the number of guests provided by the person at booking the party, no charges will be credited due to our "FFOP."

- All *Large Party Reservations* that are booked upstairs in our Bourbon & Martini Lounge will require a *walk-through* at the time of booking. This is to discuss the layout of how the tables will be set up and what to expect the day of the party.
 - Once the setup is agreed upon, no changes will be accommodated the day of the reservation; to include menu changes/extra food, the rearrangement of tables and chairs, and the party size. If changes are provided 48 hours prior to the reservation, we will try our best to ensure that the changes are made. We do NOT guarantee the changes.
- The *Large Party Reservation Agreement* MUST be filled out completely and deposit paid no less than *ONE WEEK* prior to the Reservation. Failure to do so could result in losing your Reservation.

By signing below, you agree to all of the above terms and conditions, will forfeit any monetary obligations described above, and agree to not indulge in any public defamation of the business if you do not follow through with your commitments regarding this agreement.

Party Guest Name

Party Guest Signature

Date

Definitions:

- *Reed's Place Steak and Chop Shoppe* – The restaurant you will be reserving your “*Large Party*” Reservation.
- “Large Party” – Group/Multiple Individuals that attend a scheduled gathering at Reed's Place Steak & Chop Shoppe.
 - The number of guests defined as a “Large Party” – 15 or more/ OR a private party that is booked exclusively, upstairs in the Bourbon & Martini Lounge or during non-business hours.
- “Reservation” – An arrangement made in advance to have a table available at Reed's Place Steak & Chop Shoppe.
- “FFOP” – Fresh Food Only Policy (see policy)
- “BAU” – Business as Usual
- “First come, First serve” – an individual or group of people that will receive our services and food items in the order in which they arrive.
- “Cleaning Fee” – Cleaning that is outside of our BAU cleaning/ or cleaning of items that were follow our policy of requested items to not use.
- “BAU Cleaning Standards” – The post cleaning of *Reed's Place Steak & Chop Shoppe* that is delivered during normal business hours. This does NOT include “*Large Party Reservations*” or *large parties scheduled during non-business hours*.
 - *OUT OF BAU Cleaning Standards – examples*
 - Decoration clean-up
 - Items or decorations brought in that were left after the party paid.
 - Any and all damaged property of *Reed's Place Steak & Chop Shoppe* by the scheduled party.
 - If damages are greater than the \$75.00 cleaning fee,
- “Banquet Style Meal” – Where the guest has chosen their desired meats and sides; and the selected items are served in bulk amounts only.
- “Requested List of Meals” – Large Partys (typically businesses) that provide a list of meals designated for each individual guest in their party; to include the meal, side, beverage, and NAME of the guest.
- “Walk-through” – where the guest and party coordinator will discuss the space and how things will be set up that day.