

Party Room Contract

Please fill out all contact information.

Please Fax Back to 713-780-0411.



Name (Please Print): _____

Today's Date: _____ Estimated Number of People: _____

I _____ have left a **\$200.00 non-refundable security deposit** to hold the El Patio Party Room for _____, 2008 from _____ to _____.

I understand that this \$200 will be applied to the total bill accrued at the time of my event. If I, for whatever reason, cancel my reservation I understand that the \$200.00 deposit will not be refunded.

Weeknight Minimum

Minimum order required to reserve Sunday through Wednesday

- \$500.00 minimum order.

Weekend Minimum

Minimum order required to reserve Thursday.

- \$600.00 minimum order.

Minimum order required to reserve Friday or Saturday.

- \$750.00 minimum order.

I understand that **this minimum does not include tax or the 18% gratuity** and that tax and gratuity will be applied to the total bill accrued at the time of my event.

If the scheduled event does not meet the required minimum I understand that I am responsible for the difference. The balance difference will be paid at the conclusion of the event or the credit card on file will be charged for the remaining balance. Initial: _____

All information regarding party size and menu must be finalized no later than 72 hours prior to the scheduled event. In the event that your party is smaller than you anticipated you will still be charged for the confirmed number of guests. Initial: _____

Date Final Information is due: _____

Security Deposit Information:

Credit Card Type: _____ Credit Card Number: _____ Expiration Date: _____

CVC Security Code: _____ (The 3 digit code on back of credit card, 4 digit code on front of American Express)

(If the credit card is not present at the time that the deposit is secured and you do not furnish the CVC security code there will be a \$5.00 charge added to security deposit raising the total to \$205.00)

*A second form of identification with the name matching the credit card given must be provided for your security.

ID/TDL# _____ DOB _____ EXP _____

Contact Phone Number: _____

Alternate Phone Number: _____

Email Address: _____

Mailing/Billing Address: _____

*****All Parties of Over 25 Guests Will Require Valet Service. The Valet Company Charges \$3.00 Per Car Parked.*****

El Patio Party Room • 6440 Westheimer • Houston, TX 77057 • 713.819.6901 • Fax 713.780.0411