



PRIVATE EVENT CONTRACT



TODAY'S DATE:

PARTY NAME:

CONTACT / HOST:

CONTACT EMAIL:

PHONE:

MAILING ADDRESS:

GUEST COUNT:

EVENT DATE:

EVENT TIME:

FOOD & BEVERAGE MINIMUM:

CREDIT CARD #:

EXP:

ADDITIONAL CHARGES / REQUESTS:
.....
.....

I HAVE READ AND UNDERSTAND THE GROUP RESERVATION POLICIES OF MIDTOWN GRILLE.
MIDTOWN GRILLE AGREES TO PROVIDE SEATING, FOOD, BEVERAGE, AND SERVICE AS
DESIGNATED ABOVE. I AGREE TO PAY FOR THESE BILLABLE ITEMS AS DESIGNATED ABOVE.

SIGNATURE:

PLEASE PRINT:

MANAGER:

4421-115 SIX FORKS ROAD
RALEIGH, NORTH CAROLINA 27609
919.782.WINE OR 919.782.9463

*ALL EVENTS ARE SUBJECT TO 20 % GRATUITY, A 7.75 % SALES TAX AND A 3% ADMINISTRATIVE FEE.

*A MAJOR CREDIT CARD # ON THE SIGNED CONTRACT IS REQUIRED TO SECURE THE DATE AND TIME OF YOUR EVENT.

*ANY CANCELLATIONS WE ASK THAT YOU NOTIFY A MANAGER 72 HOURS PRIOR TO YOUR EVENT.

*GUEST COUNT IS REQUIRED 3 DAYS PRIOR TO EVENT. THE HOST IS RESPONSIBLE FOR THE FINAL ATTENDEES OR GREATER OF THE TWO.