

Receptions, Inc.
1379 Donaldson Hwy
Erlanger, Ky. 41018
859-746-2700

Sales / Catering Contract

Client/Organization	Event Date	Booked	Revised	Event #
Boone County Board of Education	5/2/2018 (Wed)	11/7/2017	11/7/2017	E33518
Address		Booking Contact	Sales Rep	Guests
55 Edgewood Road, Edgewood, KY 41017		Kathleen Reutman Brye	Sandi Monhollen	600 (Pln)

Thank you for selecting Receptions. Please sign and return this contract with your deposit within 24 hours. We Do NOT accept tentative holds. Deposits are necessary to secure dates and are Non-Refundable in the event of cancellation. Sales Tax, Service Charge and Applicable Room Charge Will Be Applied to ALL Invoices.

VENUE					
Description	Start	End	Serving	Banquet Room	Setup Style
Dinner	6:00 pm	9:00 pm	NA	Campbell/Boone/ Kenton	Banquet

Food/Service Items				Price	Qty	Total
Non-profit Package @ \$10.00 per person.						
Package includes: Chicken Parmesan, Pasta Marinara,						
Buttered Parsley Potatoes, Southern Style Green Beans,						
Tossed Salad with assorted dressings, Rolls & Butter,						
sheetcakes for dessert, beverages of coffee/tea/sodas						
A \$195 room charge and 24% service charge will be applied to final invoice.						
Tax Exempt client						

Room Chg	\$195.00
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Comments
\$400 DEPOSIT DUE WITH SIGNED CONTRACT WITHIN 10 DAYS OF RECEIPT. FINAL GUEST COUNT DUE 10 DAYS PRIOR TO YOUR EVENT. FINAL PAYMENT DUE THE WEDNESDAY PRIOR TO YOUR EVENT.

Terms and Conditions

The amount of your deposit is \$ 400 Date 11/8/17

The terms of your contract are PAYMENT PRIOR TO EVENT

I have read the above terms & conditions on the reverse side of this page. I agree with the terms & conditions.

Client or Authorized Representative Kathleen Reutman Date 11/8/17