

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

Sales / Catering Contract

Client/Organization Ryle High School Prom	Event Date 5/14/2021 (Fri)	Booked 3/4/2021 12:06:46 PM	Revised 3/4/2021 1:54:56 PM	Event # E38478
Address 10379 US-42, Union, Ky 41091		Booking Contact Alanna Briggs	Sales Rep Lizzy Wray	Guests 650 (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 Buffet	7:00 pm	11:00 am	NA	Campbell/Boone/ Kenton	Banquet

Food/Service Items

Food/Service Items	Price	Qty	Total
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Classic Dinner Buffet @ \$21.95 per person.

This includes: 2 entrees, 3 sides, salad, rolls & butter and chef's choice dessert.

Non- Alcoholic Beverages Included.

Client must guarentee 450 guest or Receptions will pro-rate as rom charge.

\$225 roomcharge, and 24% service charge applied to final amount.

Client is tax exempt with proper form of paper work.

Room Charge	\$225.00
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Comments

\$ 500 Initial Deposit Due with signed contract.
Final guest count is due 10 days prior to your event.
Final Payment is due the Wednesday prior to your event.
(via Company Check, Credit Card or Cash).

Terms and Conditions

The amount of your deposit is \$_____ Date_____

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_____Date_____

"Tri-state's most experienced team of chefs, banquet captains & service staff"

[illegible]

GRAND TOTAL	\$ 17,970.70
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Client :	Ryle's Prom
Contact Person:	Alanna Briggs and Sharon Slayers
Package-Basis Of Quote:	Prom Package
Event Date:	5/21/2021
Name Of Banquet Room:	Full Facility
Estimated Guest Count:	650
Min Guarantee Required:	500

Initial Deposit of 800 due with contract.

Final Count Due 10 Days Prior; Final Payment 3 days prior to event.

Thank you for considering Receptions.

RECEPTIONS, INC.
SOCIAL CONTRACT TERMS AND CONDITIONS

MENUS, GUEST COUNTS & QUOTATIONS: Final guarantees must be submitted 10 days in advance of the function. After this time, counts may not be reduced-food, beverage & staffing allocations will have been made. Additions to the final guarantee will be accepted until 48 hours prior to the function. All menus must be confirmed with our sales staff no later than 14 days prior to the function date. There are minimum room revenue requirements particularly on Friday and Saturday evenings. Our sales staff will advise you on these minimums and ensure strict adherence to these requirements.

DEPOSITS AND SIGNED CONTRACTS: All events will be treated as tentative until receptions, inc. receives a deposit (credit cards accepted) and signed contract for the event. Deposit amounts are stipulated on the front of this contract. Functions will not be guaranteed as "firm" until receipt of deposit and signed contract. We do not accept tentative holds due to popular demand of our ballrooms. Security deposits are necessary to secure dates and are non-refundable. There will be a ~~\$250~~ **\$225** room charge for all events.

CANCELLATIONS: Without qualification, any cancellations will result in the loss of all monies paid. In lieu of a paid deposit, a \$200 cancellation charge will be invoiced and paid by the client.

PAYMENT TERMS: Receptions, Inc. terms require full payment three days prior to the function. All major credit cards are accepted as payment. Failure to comply with all terms of payment will result in loss of all monies paid and use of receptions, inc. facilities. All payments become the property of receptions, inc. upon receipt and, regardless of circumstances, are only eligible for refund 270 days (9 months) prior to the event.

TIME RESERVED/FUNCTION TIMES: All pricing and quotes are based on the times reserved upon booking (see reverse). Please confirm the times on the reverse side. Extensions in time will result in a \$300 per half hour charge. There will be a charge for any "day prior" or "uncustomary" set up requirements. Receptions' reserves meeting and function space based upon agreed upon time slots noted on the front of this contract.

REARRANGEMENTS/DECORATIONS/LIMITATIONS/ROOM ASSIGNMENTS: Confetti, glitter, rice, silly string, sand or any other type of foreign material is strictly prohibited for use in receptions' facilities. Receptions, Inc. must pre-approve any and all methods or areas for hanging or posting all type of signage or literature. Any function requiring excessive or extraordinary cleanup will be assessed a charge of no less than \$225.00. Receptions' reserves meeting and function space based upon estimated attendance-receptions, inc. reserves the right to reassign function rooms based upon final guest guarantees. "Linens are included in the price of your functions".

LOST & FOUND AND SECURITY: Receptions, Inc. assumes no liability and clients will hold receptions, inc. harmless and without liability for any article or equipment shipped prior to or left behind following an event. The client will conduct the event in full compliance with all local, state, and federal laws. Failure to comply will result in forfeiture of all rights.

ALCOHOL/FOOD: State law prohibits the carry in or carry out of any alcoholic beverage. All items consumed on premise must be purchased on premise. No alcohol will be served to any person who appears to be intoxicated. No minors will be served; proper I.D. may be requested at any time. Due to liability concerns no food may leave the premises.

TAX/SERVICE CHARGE: All food, beverage, room charges, service charges or any other charges are subject to local tax rates. Any organizations with tax exempt status must provide the appropriate form at least seven days prior to the function. Failure to do so will result in tax being charged. Any claims from that point forward must be addressed to the state tax department. **All functions will be charged a 24% service charge plus applicable sales tax.**

PERFORMANCE: Performance of this agreement is contingent upon the ability of receptions, inc. to complete same and is subject to acts of god, war, labor interruptions, power outages, accidents of suppliers. The signing agent and the organization/company booking this event with receptions, inc. shall indemnify to the extent as permitted by Kentucky law.

Signature of Client 
Company or Organization's Agent

Date

Printed Name

Title

Dinner

Classic Dinner Buffet

To Greet Your Guests Upon Arrival:

Receptions' Signature Fruit & Cheese Display

Featuring Fresh Cut Fruits, Domestic & Imported Cheese Display

Choose One Item from the Executive Chef's Carving Station:

Slow Roasted Top Round of Beef with Demi Glaze & Horseradish Sauce

House Specialty Roasted Pork Loin w/Chef's Signature Sauce

Pure Oven Roasted Turkey Breast w/House Turkey Gravy

Traditional Excellence: Chef's Special Old Fashioned Pit Ham

Choose Additional Entree:

Chicken Alec

Chicken Dijonaise

Chicken Monterey

Chicken Parmesan

Vegetable Lasagna

Meat Lasagna

Baked Tilapia w/Lemon Caper Sauce

Grilled Chicken Breast w/Tomato Basil Salsa

Choose Three of Our Finest Compliments:

Baby Carrots

Corn O'Brien

Buttered Parsley Potatoes

Roasted Garlic Mashed Potatoes

Pasta Primavera Farfalle

White & Wild Rice Blend

Seasonal Vegetable Bouquet

Southern Style Green Beans

Potatoes Almante

Pasta ala Caprious

Choose One Signature Salad:

Tossed Salad w/Assorted Dressings

House Salad

Spring Greens w/Balsamic Vinaigrette

Caesar Salad

Add
"Already Famous"
Mac N Cheese
\$1.50

Oven Fresh Rolls & Butter

\$21.95

sales tax 24% service charge & room charge apply



RECEPTIONS