



Banquet Room Rental Agreement

2747 HWY 31 W

White House, TN 37188

615.672.5364

Date of Event: _____

Please fill this form out and bring with you to complete your banquet room reservation. Be sure to call the restaurant ahead of time to ensure banquet room availability.

Room Rental Price: \$600.00 plus tax (all day)

*Payment due at time of event.

Returned Checks: A fee of \$35.00 will be charged on a check that is returned for Non-Sufficient Funds.

Decorations: No staples, tacks, pins, command strips, or nails may be used to affix decorations. No adhesive tape of any kind can be used on any wall. The use of confetti is not permitted in the Colorado Grill Banquet Hall. If there are any confetti left behind you will be subject to a cleaning fee. In the event that proper authorization is not received and damage results, the cost of repair and/or replacement will be billed to you. Please do not hang anything on the wall, this includes the use of *Command Strips* or anything similar. Renter is responsible for installing and removing all decorations during the designated times. Candles in candleholders are permitted. Helium balloons are OK provided they are not let loose. Please tie them securely to something stationary. Due to the high ceiling structure with fans, there will be a \$10 per balloon removal charge if let loose and not retrieved during clean up. You must provide your own linen or table clothes for tables. The linen size is 96inch rounds. At the time of your departure, please make sure that all trash is in the trash receptacles and that ALL decorations have been removed.

Equipment: The room has the following media equipment available: overhead projector, projection screen, ability to connect to sound system, ability to connect to TV w/ HDMI cable or USB, access to Wifi, and use of microphone.

I, the undersigned, hereby acknowledge that I have read, understand, and agree to all of the terms of this policy and that services provided under this agreement are expressly limited to those set forth above and that the charges and terms are acceptable.

Signature of Host: _____

Printed Name: _____

Address: _____

Phone: _____

Date: _____