

## SOCKEYE PRIVATE EVENT INFORMATION

*Thank you for your interest in Sockeye for your event. The management at Sockeye has established minimum requirements for reservation of this facility:*

- No more than **50** guests may attend the event **in the Golf Area**
- A **valid Credit Card** is required to reserve the space.
- A **\$350 plus tax** rental charge is required for events. The rental charge will show up as a separate transaction at the time of the booking.
- Events will be a **3 hour time frame**. Each additional hour is an **additional \$150 an hour**.
- Cancellations must be made at least **seven days prior** to the reservation date. Without proper notification, the rental charge is **NON- Refundable**.
- All food must be **pre-ordered** from our event menu provided with a **\$500 minimum**.
- All food choices must be submitted no later than seven days prior to the event.
- Desserts may be brought in store bought (no home-made desserts) per health code regulations with a \$20 cake cutting fee.
- Separate Drink tabs are available. The Server must be informed at the beginning of the event that this is desired, and must be made aware of who will be on each tab. Any unpaid tabs will be charged to the renter's credit card on file.
- Glasses of wine, pints and pitchers of beer and nonalcoholic drinks are available for purchase for the events **in our Golf Area**. Kegs of beer or any other self-service alcoholic drink options are not available.
- A **20% auto gratuity** will be added to all checks after tax.
- The use of Staples, Confetti or Glitter for decorating is prohibited. No glass is allowed in Golf Area. A **cleaning fee of \$300** will be charged to the credit card on file if these items are used.
- It is unlawful for persons under the age of 21 to consume alcohol at Sockeye; all guests wishing to purchase alcohol must have proper I.D.
- Sockeye Brewing will provide the following for the event: staff, set up and break down, linens by request, plate ware and flatware for your event including any cake or dessert plates.

# SOCKEYE PRIVATE EVENT AGREEMENT & CONTRACT

*Sockeye respects each individual's rights to personal privacy. All information recorded here is confidential.*

First & Last Name	
Business Name *if applicable*	
Contact Phone	
Email Address	

\_\_\_\_\_ Please initial here that you have received a copy of the Sockeye Events Information. By initialing here, you acknowledge that you have read and agree to the terms and charges set forth by Sockeye Brewing for the rental space of our Events Patio or banquet room.

## PRIVATE EVENT RESERVATION DATES & DETAILS

Date(s) & Time(s) Requested	
How many people do you expect at your event?	
Please indicate which menu option/items you would like	
Are linens requested for your event?	

## BILLING INFORMATION

Credit Card # to be left on-file	
Name as it appears on card	
Billing Address	
Credit Card Expiration Date	
CVC Code	

*I HAVE READ AND FULLY UNDERSTAND THE TERMS AND PROVISIONS OF THIS AGREEMENT, AUTHORITY TO SIGN THIS AGREEMENT AND AGREE TO ITS TERMS.*

*Signature:*

*Date:*