



# TRUFFLES

Restaurant

## PRIVATE PARTY RESERVATION FORM

### EVENT INFORMATION

EVENT DATE \_\_\_\_\_

# OF GUESTS \_\_\_\_\_

TIME \_\_\_\_\_

ON SITE CONTACT \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

FAX: \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

### VENUE INFORMATION

ROOM CAPACITY \_\_\_\_\_ 20 | 16 with A/V \_\_\_\_\_

F& B MINIMUM \_\_\_\_\_ \$1000.00 \_\_\_\_\_

VALET/PARKING self park up to 100 vehicles

ON SITE CONTACT Aleks or Brandon

#### A/V DETAILS

Truffles Restaurant provides a 47" TV for your presentation as well as all necessary connections for any laptop with model year of 2006 or newer.

Charge for A/V usage is \$200.

If needed partitions can be added in the main dining room for \$300.00.

### RESERVATION & CANCELATION POLICY

- The private room reservations and all other parties larger than 12 are subject to Private Party Contract and its rules.
- In order to reserve the room a valid credit card number is needed.
- The event has to be booked at least 7 days in advance.
- The guaranteed number of guests as well as the desired menu should be confirmed no later than 48 hours prior to the event.
- Failure to cancel the reservation 48 hours prior to scheduled time can result in \$500.00 cancellation fee

### CREDIT CARD AUTHORIZATION

CARD TYPE: VISA  MASTERCARD  AMEX  DISCOVER  DINERS

CARD NUMBER: \_\_\_\_\_

| EXP. DATE: \_\_\_\_\_

**Truffles Restaurant**  
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