

JIM *and* PETE'S

· — ITALIAN DINING — CATERING — DELIVERY — ·

**Jim and Pete's looks forward to assisting you in the execution of your upcoming event!
Our professional staff is committed to ensuring the delicious, timely, and seamless realization of your party.**

All reservations and agreements are made upon, and subject to, the rules and regulations of Jim and Pete's and the following conditions:

- ☞ All reservations require a non-refundable deposit at time of booking.
- ☞ Final guest count and menu selection is due 7 days prior to day of event.
- ☞ All parties include a 20% gratuity and applicable sales tax. Gift cards may not be used towards the cost of a catered event.
- ☞ Guest counts may not fluctuate by more than 10 people. Exceptions are subject to availability. (excludes patio reservations)
- ☞ Reserved times include time needed for personal cleanup, gift removal, decoration breakdown, etc. Guests will be allowed access to reserved spaces up to 30 minutes prior to event time. Additional time will incur a fee.
- ☞ Guests are welcome to provide their own personal touches and decorations including flowers, centerpieces, candles, etc. We do not allow the use of glitter, confetti, or tape. Decorations may not be mounted or attached to walls or fixtures.
- ☞ Jim and Pete's requires a 7 day notice prior to date of event if staff will be required to accept items delivered to the restaurant by third parties (ie: flowers, cakes, etc.).
- ☞ Staff needed to assist in decorative set-up will incur an additional charge.
- ☞ Guests are not allowed to move or rearrange furniture without the approval and assistance of Jim and Pete's staff.
- ☞ Specific sections may be requested but are subject to availability and cannot be guaranteed. Smaller events may have to share the restaurant with concurring events. Any additional tables needed for purposes other than guest seating are subject to availability and may incur an additional charge.
- ☞ Jim and Pete's does not allow the service of any outside alcoholic beverages. Additional food/desserts provided by guests and served by Jim and Pete's staff will incur an additional charge of \$1.00 per person and must be discussed at time of booking.
- ☞ Jim and Pete's is not liable for damage/loss of property displayed during, or left behind after event. Jim and Pete's waves any liability from illness/injury resulting from consumption of food taken off the premises by event patrons or guests.
- ☞ While every effort is made to accommodate our guests' dietary requirements, Jim and Pete's cannot guarantee that any menu item can be completely free of allergens including, but not limited to, eggs, dairy, wheat, soy, peanuts, tree nuts, fish, and shellfish.

Patio Reservations

- ☞ Patio is a non- air conditioned, open-air space. All Patio reservations are buffet service only.
- ☞ Standard patio set-up does not include tablecloths for guest seating. Table linens can be provided for an additional charge and must be discussed at time of booking.
- ☞ Live music, entertainment, DJ's, or music provided by guests must be discussed at time of booking and will be allowed at management's discretion. All music is subject to local noise ordinances.

Customer Signature

Date

Manager Signature

Date