

**THE CLASSIC Q SPECIAL EVENT RESERVATION AGREEMENT**

**PH-(949) 261-9458 FAX-(949) 261-1065**

Event Name: \_\_\_\_\_

Event Date: \_\_\_\_\_ Time: \_\_\_\_\_ Room: \_\_\_\_\_ # of Guests \_\_\_\_\_

**RESERVATION PAYMENTS**

A credit card will be held to confirm the reservation. Payment is required in full at the end of the event. Guest assumes all liability for payment of the rental requirements and any additional charges for your event.

**RENTAL TIME**

Rental times are calculated by the hourly rate of the pool table rental fees during the time of your event and are pro-rated. The "Dart Room" and "Pit" are charged at a two table rate. The "Green Room" is charged at a three table rate. Start and Stop times are determined at the stated start time of your contracted event and will stop at the stated end time of the event unless direction is given to extend the rental time in which all additional time will be calculated and added.

**HOUSE RULES & SPECIAL CONDITIONS**

1. The kitchen is not available to you or your guests.
2. All food and beverages (including alcohol) must be purchased through The Classic Q.
3. The restaurant's policy does not permit food or beverage to be brought in from off the property, excluding birthday/anniversary, etc. cakes.
4. All food and beverage must be consumed on the premises.
5. All events will be considered an "open bar" for alcohol, unless prior arrangements are agreed and decided on a modified bar using drink tickets, dollar limit on entire bill, or limiting types of alcoholic/non-alcoholic beverages.

**ALCOHOL & SMOKING**

The Classic Q's policies governing the use of alcohol on the property are strictly enforced. All alcoholic beverages must be purchased through The Classic Q.

This is a non-smoking establishment. Smoking is permitted in our outside dining patio or outside wherever we have containers for disposal of ash and debris of cigarettes, cigars, or pipes. If you are in violation of either of these two items, you are subject to additional fees.

**DECORATIONS & CLEANING**

Any decorating to be done for your event must be approved prior to the event. The Classic Q does not permit the affixing of anything to the walls, floors, or ceilings of the rooms with nails, staples, tape or any other substances without prior approval from The Classic Q management. Please no rice, confetti, or birdseed indoors.

There is a cleaning fee included in your rental package. This is for normal clean up. However, if your event causes excessive clean-up or damage, you will be responsible for the additional expense.

**GRATUITY**

We reserve the right to add a 17% gratuity.

**LATE ARRIVAL/NO SHOW & CANCELLATION FEES**

If any event is cancelled for any reason within 48 hours of the contracted start time, you are responsible and authorize The Classic Q to charge the credit card a deposit for a minimum fee of \$500.00 or \$20.00 per person based on the minimum guaranteed attendance, whichever is higher. You will also be additionally responsible for any pre-ordered catering menu items, rentals, etc. Any party that is 30 minutes late without notification will be considered a no show and all cancellation fees will apply.

I/We have read the foregoing agreement and by our signatures hereto agree to the terms and conditions herein specified, and confirm that any initial deposit can be non-refundable.

X \_\_\_\_\_ Date: \_\_\_\_\_