

SCARLETT BEGONIA

Private Midweek Daytime Event (Monday-Friday)

OVERVIEW

The restaurant can accommodate groups from 10 people to 40 people without triggering a buyout. These events can start from 9am with our last reservation time at 1pm.

SPACES AND PRICING

Scarlett Begonia have many different sites within the restaurant that can offer exclusivity:

- Forest Room:** Minimum 10 people – Maximum 12 people
- Fireplace Room:** Minimum 15 people – Maximum 22 people
- Rose Room:** Minimum 18 people – Maximum 22 people
- Fireplace & Rose Room** Minimum 30 people – Maximum 40 people
- Back Patio:** Minimum 20 people – Maximum 24 people plus an additional turn away fee of \$500 on Mon. & Fri. _____ [initial]
or \$300 turn away fee on Tues, Wed. & Thurs. _____ [initial]
- Front Patio:** Minimum 20 people – Maximum 24 people plus an additional turn away fee of \$500 on Mon. & Fri. _____ [initial]
or \$300 turn away fee on Tues, Wed. & Thurs. _____ [initial]

Menus range from \$55.00 and up exclusive of gratuity and sales tax. Large reservations are allotted up to two (2) hours; if the event extends over the two (2) hours overtime fees of \$150 per every 1/2 hour will apply. _____ [initial]

This menu includes 90 minutes of a selection of bottomless beverages. _____ [initial]

Beverages requested outside the selection, or after the 90 minutes expire, are available and charged on a consumption basis. _____ [initial]

Our wine corkage fee is \$18 per bottle (750ml) with a 2 bottle limit, and outside cake/cupcake/dessert service & plating charge is \$5.00 per guest. As these are service charges, they are not included in the food and beverage minimum requirement. _____ [initial]

EVENT MINIMUMS

All reserved events are subject to meet a minimum of \$55 or \$70 per person fulfilling a (2) two- or (3) three-course menu requirement plus 20% gratuity, 3% administration fee, and current state sales tax. In addition to these fees all events are subject to an event coordination fee of \$80. _____ [initial]

A 50% deposit is due to hold the event date. Deposit and final payment must be made by cash or credit card. The 50% deposit will be applied to your event total. Your menu and final guest count guarantee is due 48 hours prior to your event date and time, and your assigned coordinator will contact you for these numbers. This guest count guarantee is the minimum number of guests you will be charged for on the date of your event. _____ [initial]

Please note, event cancellation more than 7 days of your reservation time has no penalty. Within 7 days you forfeit the 50% deposit. _____ [initial]

We look forward to working with you to provide a memorable dining experience for your guests! If you have any questions that you do not find answered in the enclosed information, please do not hesitate to contact us.

Authorized signature: _____ Date: _____

SCARLETT BEGONIA

Credit Card Authorization

**This letter authorizes Scarlett Begonia to charge my company
or personal credit card for charges related to:**

Guest Name: _____

Reservation Date: _____ Time: _____

Number of People: _____

Name as it appears on Credit Card: _____

Mailing Address: _____

City: _____ State _____ Zip Code: _____

Phone #: _____ Email: _____

Credit Card Type: _____

Credit Card #: _____

Exp Date: _____ CVV: _____

This card will be used for: _____

Cardholder Signature: _____

Please email the credit card authorization form with a copy of the front and back of the credit card as well as a copy of the card holder's drivers license to: **events@scarlettbegonia.net**