

**Brass Café Catering Contract:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Party: \_\_\_\_\_ # in Party: \_\_\_\_\_

Location: \_\_\_\_\_

Cash Bar / Open Bar \_\_\_\_\_

**Menu:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special instructions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Fees:

18% gratuity

6% sales tax

\_\_\_\_\_  
\_\_\_\_\_

Total Expected Bill: \_\_\_\_\_ Method of Payment: \_\_\_\_\_

Responsible Party for Payment: \_\_\_\_\_

\$100 non refundable deposit /credit card guarantee due at time of booking

\$100 additional cancellation fee for events cancelled within 48 hours of date

Deposit received– Check / credit card: \_\_\_\_\_

Agreed and signed: \_\_\_\_\_ Date: \_\_\_\_\_