



GNOCCHI Restaurant Party Contract

"Parties of 12 guests or more "

Guarantees: We prep, and plan accordingly based on your guest count. A final guest count must be specified at least 24 hours prior to your event. This guest count is agreed to be the minimum guarantee, if the guest count falls below the guarantee, the restaurant still must charge the full amount based on the agreed guest count.

Seating: The party can be sat once at least 80% of your guests have arrived.

Menu: The set menu must be chosen 72 hours prior to your event date. It will be served "family style" for sharing or we require set menu from our large group menu selections. Menu Selection should be discussed and selected prior to the event; our chef will customize a special menu for your guest's dietary needs.

Deposits: We require a credit card number to secure your party date and a 50% deposit. The Deposit will not be refunded to you if cancellations are made less than 72 hours from the reserved date and time.

Cancellations: Cancellations must be made 10 days prior to the event. For all cancellations within 10 days of the event the credit card on file will be charged a \$200.00 non-transferable, non-refundable cancellation fee. Deposit will not be refunded to you if cancellations are made less than 72 hours from the reserved date and time. no-show event will be charged in full.

Décor: Table decorations are welcomed, but confetti or wall decorations are not allowed.

Corkage Fee: If you'd like to bring your own wine it is \$3 per bottle.

Cake Fee: If you'd like to bring your own cake in a \$8 cake fee will be added to your bill

Gratuities: An automatic 18% gratuity is added for all set menu parties. Additional tips may be left but must be signed off by the host.

613 E Passyunk Ave. Philadelphia, 19147

215-592-8300

www.gnocchirestaurant.com

Venue Fee: Venue is only available for parties of 40 people or more and it's 15 %. for parties between 12 and 39 People, its free if the party start time is not past 4pm.

Payment Options: No more than 2 forms of payment on the day of the event. Cash or credit card only.

Time Limit: So that other guests can enjoy our food, there is a 2-hour 30-minute time limit. There is a fee of \$50 for every half hour thereafter. *Subject to change for Friday and Saturday.

Unforeseen events: If there are any unforeseen events that affect the attendance of your party, it is left to the manager's discretion at the time of your event. The price you will be charged for people not attending is the same as the menu price per person for your event.

Speeches: Due to our small restaurant, we ask that no speeches are given so that other guests in the restaurant can enjoy their meals. No megaphones or microphones permitted, and music will continue to be played at same volume.

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Party/Event Information: (Host fill in)

Number of guests _____ Number of children _____ Total guests _____

Party date _____ Party time _____

Party Menu Choice _____ Main Course Choice _____

Food Allergies _____

Party Note _____

Host information: (host fill in)

Host Name _____ Name on Card _____

Credit Card # _____ Expiration- Date _____

Deposit amount _____ (50% of event cost collected)

We gladly accept VISA, Mastercard, American Express, Diner's & Discover

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Signature and Date _____

Telephone Number _____

Gnocchi Restaurant will fill this section out:

Managers Name _____ Date of Party _____

Event cost _____ Tips _____

Corkage fee _____ Cake fee _____

Venue fee (if applicable) _____ Other fees (if applicable) _____

Event Total _____ Deposit Collected _____

Due at Checkout _____

Main Course Choice section:

- _____ Guest# _____
- _____ Guest# _____
- _____ Guest# _____
- _____ Guest# _____
- _____ Guest# _____

Event Booking Finalized on _____

1. Adjust in reservation and book the event

2. Attach this form to Catering Invoice