



**Welcome to Restohub's Banqueting and Catering Division**

Please feel free to download this documentation should you have future interest in using us. We'll be glad to answer any questions regarding our services in detail. We are only a phone call away. Whatever your occasion is: A celebration, special event, conference or meeting, our Event Planner Specialist will assist you with every need and budget.

**The Services we have to offer:**

- Banquets or Catering: Sit down Private Dining Service or On Site Catering
- Corporate Lunch Catering (weekly, monthly, and yearly contract)
- Chapel Service
- D.J. or Band Service
- Driving Service
- Electronics Equipment Rental
- Formal Wear Rental (Bride, Groom, other members of the Wedding Party)
- Flower Arrangements
- Hair Salon
- Photography Service

**Note: All customizations require a 14 day advance notice (e.g. gift boxes, glassware, silverware, frames, cakes, etc.).**

**Terms and Conditions Policy**

<b>Reservations</b>	<b>Cancellation</b>	<b>Menu Packages</b>
Can be made up to one year in advance.	A cancellation must be received 72 in advance of the event or you will be subject to a \$400 cancellation fee.	Please choose any from our listed Menu packages on line. <b><u>No changes allowed</u></b>
A conformation is required with valid credit card information and a signed Authorization Application.	<b>"No Shows"</b> will result in a fee equal to 50% of the signed and authorized estimated total price.	If for some reason you don't see What you like or would like a more sophisticated customized menu development, please give us call and we will be happy to assist you.
<b>Payment schedule</b>	<b>Final Requirement</b>	<b>Meal Service</b>
Once the event is booked and guaranteed with a credit card, we will begin to finalize your menu design and development.  A detailed copy of the event will be sent to you to be reviewed for your approval and signature.  The balance is to be paid in full at the conclusion of the event.	A final head count is due 3 days prior to the event. In order to better serve you, it is imperative that we receive an accurate final head count.  If there aren't any updates, we will use the original count on the signed confirmation form as the final head count. This will be the minimum that will be charged at the end of your event.	<b>We have these Lines of Service:</b> <ul style="list-style-type: none"> <li>• Buffet Service</li> <li>• Sit Down Formal Service</li> <li>• On Site Catering service</li> <li>• To go Delivered Service</li> <li>• <u>Corporate lunch service (inquire for details)</u></li> <li>• Beverage Service</li> </ul> Please let us know what service you are looking for so we can schedule our staff accordingly
<b>Additional Service and Fees</b>	<b>Additional Service and Fees</b>	<b>Additional Service and Fees</b>
In the event some additional charges/changes are made after a confirmation receipt has been issued, the total balance due will be reflected on your final bill.	In the event our Service requires outsourced rental equipment (due to the nature of your event), we will notify you of such cost in our final quote which will be sent via email by one of the Event Specialists.	<ul style="list-style-type: none"> <li>• Corkage Fee: \$25</li> <li>• Service Charge (tip): 20% of your total check</li> <li>• Cake cutting fee: \$2 pp (per person)</li> </ul>