



Small Dining Room Policy Agreement (Gathering)

NAME _____

EVENT DATE _____

CONTACT # _____

EVENT TIME _____

PLEASE READ CAREFULLY, SIGN, AND RETURN TO CONFIRM YOUR EVENT

- A **\$50 ROOM DEPOSIT** IS DUE IN THE FORM OF CASH, CHECK, OR CREDIT CARD IN ORDER TO RESERVE THE SMALL DINING ROOM FOR YOUR EVENT. CHECKS SHOULD BE MADE PAYABLE TO **TRAPPERS PIZZA PUB**.
- THIS ROOM DEPOSIT IS ONLY TO HOLD THE ROOM FOR YOUR GATHERING. THERE WILL BE NO TABLE SERVICE AT THE TIME OF THE EVENT AND ONLY AN *ALA CARTE* MENU WILL BE AVAILABLE
- IF YOU DO NOT SHOW THE DAY OF THE SCHEDULED EVENT, YOUR ROOM DEPOSIT WILL NOT BE REFUNDED
- A FINAL HEAD COUNT IS DUE 7 DAYS PRIOR TO YOUR BOOKED EVENT.
- ANY SPECIALTY DECORATIONS OR TABLE COVERINGS ARE THE RESPONSIBILITY OF THE PERSON(S) THROWING THE EVENT.
- ANY SPECIAL REQUESTS OR ACCOMMODATIONS MUST BE SUBMITTED AT LEAST 2 WEEKS PRIOR TO YOUR EVENT.
- PLEASE SIGN AND MAIL OR FAX THIS FORM AND DEPOSIT TO:

Trappers Pizza Pub

ATT: Mary Ferguson
5950 Butternut Drive
E. Syracuse, NY 13057
Or FAX: 315-438-4420

I UNDERSTAND AND AGREE TO THE TERMS SET FORTH IN THIS AGREEMENT

DATE _____

(Signature)

ADDRESS: _____

CREDIT CARD INFO:

NAME AS IT APPEARED ON CARD _____

CREDIT CARD NUMBER _____

EXPIRATION DATE _____

I, _____ AGREE TO THE ABOVE CREDIT CARD CHARGES IN THE AMOUNT OF \$50.