



## LARGE DINING ROOM PARTY POLICY AGREEMENT

NAME \_\_\_\_\_

EVENT DATE \_\_\_\_\_

CONTACT # \_\_\_\_\_

EVENT TIME \_\_\_\_\_

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

- **A \$100.00 NON-REFUNDABLE ROOM CHARGE** IS DUE WITHIN (3) DAYS OF SCHEDULING THE DATE IN THE FORM OF CASH, CHECK, OR CREDIT CARD IN ORDER TO RESERVE THE PATIO & LARGE DINING ROOM FOR YOUR EVENT. CHECKS SHOULD BE MADE PAYABLE TO TRAPPERS PIZZA PUB. **\*THIS CHARGE DOES NOT COME OFF THE FINAL BILL\***
- **IF THE CONTRACT & PAYMENT IS NOT RECEIVED WITHIN (3) DAYS, THE DATE WILL BE RELEASED FOR FURTHER BOOKING.**
- A FINAL HEAD COUNT AND PARTY MENU IS DUE 14 DAYS PRIOR TO YOUR EVENT. **FAILURE TO DO SO MAY RESULT IN A LIMITED MENU.**
- TRAPPERS WILL PROVIDE PAPER PRODUCTS AND UTENSILS. ANY SPECIALTY DECORATIONS OR TABLE COVERINGS ARE THE RESPONSIBILITY OF THE PERSON(S) THROWING THE EVENT. **NO GLITTER OR CONFETTI** AS IT IS TOO DIFFICULT TO CLEAN UP
- A 20% GRATUITY WILL BE APPLIED TO THE FINAL FOOD BILL.
- ANY SPECIAL REQUESTS OR ACCOMMODATIONS MUST BE SUBMITTED AT LEAST 2 WEEKS PRIOR TO YOUR EVENT.
- PLEASE MAIL OR FAX FORM AND DEPOSIT TO:

**Trappers Pizza Pub**  
ATT: Alex Szlamczynski  
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 APPEARS ON CARD \_\_\_\_\_

CREDIT CARD # \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

I, \_\_\_\_\_ AGREE TO THE ABOVE CREDIT CARD CHARGES IN THE AMOUNT OF \$100.00 & ACKNOWLEDGE THAT THIS CHARGE IS NON-REFUNDABLE/DOES NOT COME OFF MY FINAL BILL.