



673 Old Liverpool Road Liverpool, NY 13088
315-457-4447

www.santangelosrestaurants.com

Contract Page – Special Events

Name: _____ Email: _____

Home #: _____ Cell #: _____

Address: _____

Date of Event: _____ Time: _____ # of Guests: _____

Deposit Amount \$: _____ Date of Deposit: _____

Credit Card # _____ Expiration: _____ Code: _____

Please sign below and return as soon as possible.

GUARANTEE POLICY:

• The number of guests the room is reserved for shall constitute a guarantee, and you will be billed for this number, unless the number is higher. 7 day confirmation of guests attending is required; and you will be billed for that number of guests. **Initial** _____

ROOMS & FEES:

• We have a private room available for 30-35 guests. If the guest count is under 25, there will be a \$250.00 room fee. **Initial** _____

• If the guest count is under 20, you may be moved to the smaller Private room. **Initial** _____

• We have a private room available for 15-25 guests. . If the guest count is under 15, there will be a \$150.00 **Initial** _____

• We reserve the right to change rooms in the event the number of guests decreases drastically. **Initial** _____

• **Please check with the Event Coordinator on the dates and times available and Menu Options**
Contact Maria or Cindy at: 315-457-4447 or email to: santangelocm@gmail.com

DEPOSITS & PAYMENTS:

• Event bookings require a \$100.00 deposit. Deposits will be deducted from the total amount of the bill. Final payment is due in full at the conclusion of your event. Payments accepted are major credit cards or cash. *We do not accept personal checks.

The deposits are non-refundable. 7 Day Cancellation is required or the deposit will be forfeited. **Initial** _____

FOOD & BEVERAGE:

• All food and beverage products must be supplied and prepared by Santangelo’s. Menu items listed are our most popular choices; alternative menu choices can be discussed. Prices subject to menu change without notice.
There is a Plating Fee for Out of House Desserts

A/V EQUIPMENT • We offer Projector and Screen Rental. Projector \$50 Screen \$50

SERVICE CHARGES & TAX:

• On all food and beverage functions, there will be a 20% service charge and 8% NYS sales tax applied. For taxexempt organizations, form ST-119 must be submitted 2 weeks prior to the event date.

Sign Here: _____