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:
• Private Parties during the day require a minimum of 45 ppl 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:___________________________________