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EVENT POLICIES

QUOTES & PRICING

ALL QUOTES ARE SUBJECT TO CHANGE WITHOUT NOTICE DUE TO MARKET FLUCTUATIONS AND PROPORTIONATE INCREASES IN COST OF FOOD, BEVERAGES, LABOR, TAXES, OR CURRENCY VALUES. PRICES WILL BE CONFIRMED WHEN A NONREFUNDABLE DEPOSIT IS RECEIVED AND CONTRACT IS SIGNED.

ALL FOOD AND BEVERAGE PRICES ARE PLUS 8% NYS SALES TAX AND 20% SERVICE CHARGE FEE. THE SERVICE CHARGE IS DISTRIBUTED TO THE EMPLOYEES PROVIDING SERVICE FOR YOUR EVENT AND AN ADMINISTRATIVE FEE. THIS COVERS ADMINISTRATIVE COSTS RELATED TO YOUR EVENT.

DEPOSIT AND CANCELLATION POLICY

A DEPOSIT IS REQUIRED TO GUARANTEE THE DATE AND TIME OF YOUR EVENT. THE DEPOSIT WILL BE APPLIED TO THE BALANCE DUE ON YOUR FINAL BILL. IF EVENT IS CANCELLED, THE DEPOSIT IS NON-REFUNDABLE. IF CANCELLATION OCCURS 10 DAYS PRIOR TO THE EVENT YOU WILL BE RESPONSIBLE FOR A % OF ESTIMATED BILL

PAYMENT

THE BALANCE OF YOUR FINAL BILL MUST BE PAID ON THE DAY OF YOUR EVENT. ACCEPTABLE METHODS OF PAYMENTS ARE CASH, PERSONAL CHECK, OR CREDIT CARD. PAYMENT WITH A CREDIT CARD WILL INCUR A 3% FEE.

GUARANTEE POLICY

AN ESTIMATED NUMBER OF GUESTS MUST BE GIVEN WHEN BOOKING YOUR EVENT. THE FINAL GUARANTEED GUEST COUNT IS REQUIRED **10 DAYS** PRIOR TO THE EVENT. THE HOST WILL BE BILLED FOR THE GUARANTEED NUMBER OF GUESTS OR NUMBER OF GUESTS SERVED, WHICHEVER IS GREATER.

MENU SELECTIONS

THE FINAL MENU SELECTIONS ARE DUE **10 DAYS** PRIOR TO EVENT OR BY ANOTHER SPECIFIED DATE. WE ARE WILLING TO DISCUSS OTHER MENU ITEMS FOR YOUR EVENT.

CATERING

DUE TO NYS HEALTH DEPARTMENT AND INSURANCE REGULATIONS, ALL FOOD EXCEPT DESSERTS MUST BE PURCHASED FROM ATTICA'S 10TH HOLE AND GOLF COURSE AND SERVED BY OUR STAFF. ALSO DUE TO NYS HEALTH DEPARTMENT AND INSURANCE REGULATIONS REMAINING FOOD ITEMS FROM A CATERED FUNCTION CANNOT BE TAKEN OFF THE PREMISES FOR CONSUMPTION. THIS POLICY APPLIES TO ALL PERISHBLE FOOD, INCLUDING ENTREES FROM GUARANTEED GUESTS UNABLE TO ATTEND.

IF EVENT IS PLATED/SITDOWN WITH MORE THAN ONE SELECTION OF ENTREE, YOU MUST PROVIDE PLACE CARD LABELS FOR YOUR GUESTS CORRESPONDING TO THEIR SELECTIONS.

LENGTH OF EVENT

TYPICAL TIME ALLOTTED FOR AN EVENT IS A TOTAL OF 4 HOURS. IF YOU ANTICIPATE

