



RESTAURANT & BAR

| 485 Main Street | Prince Frederick, Maryland 20678 | 443-968-8338 | heritage485.com |

PRIVATE DINING CONTRACT

TODAYS DATE: _____

DATE OF EVENT: _____

ARRIVAL TIME: _____

TYPE OF EVENT: _____

GUEST COUNT ESTIMATE: _____

CLIENT/CONTACT: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

Cash

Discover

Amex

Visa

MasterCard

NAME AS IT APPEARS ON CARD: _____

CREDIT CARD NUMBER: _____

EXP. DATE: _____

SECURITY CODE: _____

ZIP CODE: _____

I hereby authorize Heritage 485 to debit the above credit card in the amount of two hundred dollars to be applied as a security deposit for the above reservation.

SIGNATURE

Date

This contract is made in the State of Maryland and shall be construed and enforced in accordance with the laws of such State. This Private Dining Contract constitutes the entire agreement between parties and may not be modified or amended except by an instrument in writing signed by both the Client and Heritage 485. "The undersigned acknowledges that he/she has read and understands the Private Dining Contract including this page and; the preceding page by signing and dating below the undersigned accepts this contract and agrees to comply with the same."

SIGNATURE

Date

Heritage 485

RESTAURANT & BAR

| 485 Main Street | Prince Frederick, Maryland 20678 | 443-968-8338 | heritage485.com |

All food and beverage must be purchased and prepared through Heritage 485. The only exceptions being wedding, anniversary, and/or special occasion desserts. No other carry-ins are allowed. If a cake or dessert is brought into Heritage 485, there is a \$2 per person plating fee. If any desserts are brought in, Heritage 485 will not be held liable for any food born illness acquired on or around the visit to Heritage 485. A meeting with chef must be scheduled at least two weeks in advance to discuss the predetermined menu.

During the initial planning, we require an approximate guest count. The final minimum guaranteed guest count is required seven (7) days prior to the event. The host will be responsible for the guaranteed final guest count or the actual number of guests served with the predetermined menu, whichever is greater. If there is no predetermined menu, a flat rate of fifty dollars (\$50) per person will be charged to the host for each guest that does not arrive. Heritage 485 must be notified if the final guest count increases no later than forty-eight (48) hours prior to the event. If the host and guests do not show for the contracted event without notice of cancellation at least a week (7 days) prior to the event; the host will be responsible for the full amount of the proposed food bill. Heritage 485 will hold the reservation up to one (1) hour after the contracted arrival time. Should the host and guests not arrive within one (1) hour of the contracted event start time Heritage 485 reserves the right to use the space for other purposes and the host will be responsible for the entire food bill.

A fee may apply for the exclusive use of any of our dining or lounge spaces, room exclusivity fees vary; please inquire. A room minimum may also apply, minimums vary; please inquire.

Private dining reservations will not be secured until the submission of your signed contract and a one-time deposit due at the time you submit your signed contract. Payment of the deposit can be made over the phone or in person and will be applied to your final bill. Forms of acceptable payment include credit/debit cards, check, or cash. If paying with a personal check the full estimated amount of the bill including estimated taxes and gratuity must be received seven (7) days prior to the event. If paying with a credit card a three percent (3%) service charge will be applied to your bill. Your deposit is non-refundable unless written notice of cancellation is received fourteen (14) days prior to the date of the event. It is the policy of Heritage 485 to remain open during most periods of inclement weather; however, where extraordinary circumstances warrant, due to weather or other unforeseen business interruption, Heritage 485 reserves the right to close the facility. If such an event occurs, Heritage 485 will hold all deposits until the rescheduled date. If the event is not rescheduled, those deposits become non-refundable. All deposits made in December are non-refundable. Deposits may vary; please inquire.

All displays and decorations must be approved by Heritage 485 management and must conform to fire and safety codes. The client, not Heritage 485, is responsible for displaying and dismantling all approved decorations before leaving the premises. Confetti is not permitted. If confetti is brought in, and additional one-hundred and fifty dollar (\$150) clean up fee will be applied. We are happy to accommodate any storage needs for decorations, including floral, up to one day prior to your event.

Heritage 485 reserves the right to enforce its quality standards, concerning dress and decorum, at all functions. Heritage 485 reserves the right to ask for proper identification prior to serving any alcoholic beverages to any person requesting such service. If any person under the age of twenty one (21) is found drinking or management believes an underage person is under the influence of any substance, Heritage 485 will end the event immediately and the host will be responsible for the entire contracted bill and all guests will be requested to vacate the premises. Heritage 485 reserves the right to refuse serving any person at any time. If such an incident occurs, Heritage 485 further reserves the right to request such a person to vacate the premises. Heritage 485 reserves the right to suspend alcohol sales before the designated ending time should management deem it necessary.