

House of Finesse

Event Date: _____ Type of Event: _____
 Setup Time: _____ Event Time: _____
 Contact Person: _____ Email: _____
 Home Phone: _____ Cell Phone: _____
 Address: _____

FACILITY INFORMATION

- Upstairs Banquet Room Only
- Upstairs and Downstairs Banquet Room
- Full Scale Kitchen (used for prepared food only)
- Food will be served
- Beverages will be served

PAYMENTS

- Booking Fee:
- Reservation Fee Paid:
- Balance Due Amount:
- Balance Due Date:

By signing this contract you agree to pay the stated above. On consideration for your promise to pay the above charges, we agree to reserve House of Finesse on the date reserved and for hours reserved. This contract is subject to the following terms and conditions:

1. RESERVATION FEE: The event reservation fee is required and is **non-refundable**. It is a guarantee that we will reserve a particular date and time for your event. The fee is equal to 50% of the total booking fee. **No date is considered reserved without a signed contract and reservation fee.**
2. BALANCE DUE: The balance of the booking fee must be paid within **7 Days** of the event date.
3. CANCELLATION: Reservation fees are **non-refundable**. In the event you cancel your confirmed date an alternate date may be requested at the discretion of HOF event coordinator.
4. FOOD AND BEVERAGES: Organizers are permitted to provide food and any beverages for consumption at the event. Organizers of private parties are **NOT** permitted to **SELL** alcohol unless they have secured a license/permit from the Texas Alcohol Beverage Commission. House of Finesse assumes no liability for alcohol served or provided by the organizer.
5. CLEANUP/DAMAGES: The event organizer is responsible for any and all cleanup and/or damages that occur on the property during the event.
6. CHECK/CREDIT CARD POLICIES: There will be a \$25.00 charge for all returned checks. Credit cards are accepted via pay pal in addition to a 4% credit card transaction fee.

INITIALS

I acknowledge that I have read and understand the terms of this contract.

Signature: _____ Date: _____
 Event Organizer

Signature: _____ Date: _____
 HOF Representative