

<b>MEETING AND BANQUET CONTRACT</b>	
DATE:	ACCOUNTING:
EVENT:	CONTACT:
ORGANIZATION:	PHONE:
	FAX:
	EMAIL:
RECEPTION:	ESTIMATED:
DINNER:	SET FOR:
	<b>GUARANTEE:</b>
MENU	BEVERAGE, BAR and WINE SERVICE
Special Requirements:	<b>BAR SERVICE:</b>
	<b>WINES:</b>
	<b>LIQUEURS:</b>
	<b>WINE CORKAGE:</b>
	AUDIO VISUAL & MISCELLANEOUS REQUESTS
	TABLES & ROOM SET UP REQUIREMENTS
<b>PRICE PER COVER:\$</b>	
MUSIC	
COFFEE STATION	
PA	
HEAD TABLE	
RECEPTION TABLE	
FLOWERS	
LINEN	
<b>BILL TO:</b>	ACTUAL NUMBER SERVED
	SERVICE CHARGE: 15%
	ROOM RENTAL: \$
	DEPOSIT: \$
<b>PLEASE CONFIRM ALL DETAILS LISTED ABOVE</b>	<b>Please return by fax to 403-346-6710</b>
I confirm that the above noted arrangements are correct	<b>NAME (please print)</b>
and accept all products, services & misc. prices as noted	<b>SIGNATURE:</b>