

Banquet Event Booking Terms and Conditions

1. Booking Confirmation

All bookings are considered tentative until a signed agreement and deposit have been received.

2. Deposits & Payments

1. A non-refundable deposit is required to secure your booking.
2. The remaining balance must be settled [number] days prior to the event date.

3. Cancellation Policy

1. Cancellations must be received in writing.
2.
 - Cancellations received [number] days or more prior to the event: [Policy Terms]
 - Cancellations received less than [number] days before the event: [Policy Terms]

4. Guest Count

The final guaranteed guest count must be submitted no later than [number] days prior to the event.

5. Food and Beverage

1. No outside food or beverages are permitted without prior written consent.
2. Menu selections and dietary requirements must be finalized [number] days prior to the event.

6. Damages & Liability

The client is responsible for any damages to the venue or property caused by event guests or vendors.

7. Force Majeure

The venue is not liable for non-performance due to circumstances beyond its control, including but not limited to natural disasters, government restrictions, or emergencies.

8. Additional Terms

Additional event-specific terms or requirements may be provided upon booking.

9. Agreement

By signing this agreement, the client accepts all terms and conditions herein.

Signature: _____ Date: _____