

Vinny's Italian Grill Banquet Room Contract

Vinny's Italian Grill  
397 Garrisonville Rd  
Stafford Va. 22554

[www.vinnysofstafford.com](http://www.vinnysofstafford.com)

540-657-8400

Thank you for choosing Vinny's for your event. Below you will find some general information regarding the use of our banquet room.

A two hour time limit is reserved for each party. Additional time may be arranged depending on schedule for a fee of \$50.00 per hour. All food will be prepared by Vinny's. No outside food or beverages will be allowed with the exception of special occasion cakes/desserts. There is a \$25.00 fee for outside desserts.

Vinny's Italian Grill does not charge room fees, however a deposit of \$200 is required to reserve the room. If an event is canceled within 48 hours prior to the event you will forfeit your deposit. Guests are responsible for any damages beyond normal wear and tear caused by event guests. Damage repairs will be charged to guest's credit card. Vinny's is not liable for loss of left items.

The menu must be prearranged at least 5 days ahead of your event. Changes must be made no later than 48 hours prior to the event. An accurate count of attendees must be given 48 hours prior to the event.

There will be an 18% gratuity added to the bill for the server. Additional gratuity is at the discretion of the event goers. All events are collected as one ticket. (No individual checks) Alcohol sales can be collected on an individual basis if the host desires.

Vinny's Italian Grill does not allow any customers to take away any leftover food from the banquet room event.

We try to provide an appropriate atmosphere for each type of event. However if you would like to bring your own decorations you are certainly welcome. You may arrive one hour prior to your event to add your own signature. We do not allow confetti, glitter, open flames, and no nails, staples or tape may be used. Our banquet room is arranged using long tables that seat up to 10 people. Tables cannot be moved by the guests or event attendees.

Vinny's Italian Grill is licensed by the Virginia Department of Liquor License and as such is subject to the enforcement of the Virginia Liquor laws. Therefore it is prohibited for any alcoholic beverage to be brought on to or taken from the premises by the client or the client's guests. Strict enforcement will also be adhered to the age requirement of 21 for consumption of alcohol.

We look forward to making your event memorable and successful. Thank you for choosing Vinny's of Stafford to host your special event.

Host Name \_\_\_\_\_ Number of Guests \_\_\_\_\_

Event Date \_\_\_\_\_ Event Time \_\_\_\_\_

Phone number \_\_\_\_\_

Deposit of \$ \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_