MOGGER’S RESTAURANT

Banquet Information & Agreement

* Any and all food and beverage must be purchased from Mogger’s, with the exception of a decorated cake, nuts, or mints.
* Tax exempt functions need to supply us with a copy of current tax exempt number prior to event. .
* Decorating for a function must be arranged with management.
* All functions must be completed by 11:30 pm, unless it has been pre-arranged with management.
* We ask our clients to assist in monitoring and controlling guest’s actions, including damages and theft. We reserve the right to suspend or cease a function should there be violations of the banquet policies, in particular the alcohol policy.
* There will be a $40 cleaning fee for use of confetti or other difficult to clean decorations.
* Parties lasting past the deadline will incur an additional charge of $75/hour. Last call for the bar will be at 11:00 pm.
* Menus should be submitted at least one week in advance, otherwise items selected cannot be guaranteed.
* Every effort will be made to serve the food at the requested or most appropriate time for the function; we cannot guarantee the quality of the food if the party delays prior agreed upon serving time.

**Room Fees**:

We have two banquet areas which hold approx.. 75 people each: The Bleemel Room (upstairs banquet room) and the Tap Room (located on main floor, directly under the Bleemel Room). In addition, our Patio (outside) can be rented out privately. (Ask for details on this.)

* The room fee for the Bleemel Room and Tap Room *(\*\*see Fri. & Sat. evening exception*) is $250. If the total of purchased food & non-alcoholic beverage exceeds $500, the fee is waived.
	+ - **\*\*Exception:** **Friday or Saturday evenings in the Tap Room:**
			* Room fee is $500; with a minimum purchase of $1000 in food and non-alcoholic beverages, the fee is waived.

**Bar/Alcohol Policies**

* The fee to have a bar set up in a Banquet area is $50.
* During a banquet, Mogger’s will maintain control of all alcoholic beverages and will only dispense one beverage per person at a time. Individuals may not purchase multiple drinks.
* Alcohol may not leave the premises. Absolutely no alcohol can be brought onto premises by guests.
* Each individual purchasing and consuming alcohol may be asked to present a valid photo identification.
* Management reserves the right to hire and assign security personnel to your function at the guests' expense.

**Cancellation Policy**

* Mogger’s reserves the right to charge 50% of food cost should a party of 25 or more cancel within 24 hours of scheduled event, unless other arrangements are made.

**Deposits**

* A $200 deposit will secure your room, date and time; and is payable upon signing the agreement.

**Music**

* Background music is available in all areas of our restaurant.
* Any music specifically brought in for a function, live or recorded, must be kept at “dinner music” level until 9 pm (All contracted D.J.’s must be made aware of this prior to event.)
* The level of music for a function of any type in the banquet room is not to disturb the guests dining in the other areas of restaurant at anytime. We will not tolerate insubordination of the aforementioned rules and time; it is a request of courtesy and a requirement within the policy of this restaurant.
* If you are notified about a noise disturbance more than twice before the set time, we will ask that you turn off the music until after 9 pm.
* Unnecessary repetition of this disturbance will result in expulsion from the restaurant with no refunds

**Guarantees**

* The guaranteed number of guests must be received 72 hours prior to the banquet function. This is the number of guests you will be charged for.
	+ If more than the quoted number of guests arrive, you will be charged for those guests additionally.
* Should a final count not be received 72 hours in advance, we will charge for the number of guests quoted in the initial booking (plus any additional guests.)
* Our kitchen will be prepared to serve 10% over the final count. Carryouts not allowed on buffet food.

**Payment**

* Full payment must be made by the day of the event with one method of payment. *(No separate checks for banquets.)*

***We appreciate your trust in us and thank you for choosing Mogger’s as your celebration headquarters. We assure you we will do everything possible to make your experience with us is most wonderfully memorable.***

***Mogger’s Restaurant Banquet Agreement***

*Signed agreement confirms date and room requested, and that all the above stated guidelines will be adhered to.*

Today’s Date \_\_\_\_\_\_\_\_\_\_Room Reserved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Event \_\_\_\_\_\_\_\_\_\_\_\_

Name of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Guests \_\_\_\_\_\_\_\_\_\_\_ Time of Event \_\_\_\_\_\_\_\_\_\_ Fee (Deposit) Received \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Customer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Best method of contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mogger’s Personnel \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 90009999

*Mogger’s Pub & Restaurant 908 Poplar St. Terre Haute, In 812-234-9202*

***m.moggers@gmail.com***