

**Client Information -**

Honoree(s): \_\_\_\_\_ Event Type: \_\_\_\_\_

Person(s) Responsible for Payment: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Preferred Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Secondary Phone No. \_\_\_\_\_

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**Facilities - Event Timeline -**

Event Date: \_\_\_\_\_ Ceremony (Y/N): \_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Event Facility: \_\_\_\_\_ Seating Capacity: \_\_\_\_\_ Expected Guest Count: \_\_\_\_\_

**All menu/service selections and minimum guest count must be given 14 days prior to event.**

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**Financial -**

Non-refundable deposit: \_\_\_\_\_ Deposit Due Date: \_\_\_\_\_ Final Payment Date: \_\_\_\_\_

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Special Provisions:

\_\_\_\_\_  
\_\_\_\_\_

Los Patios will provide all the goods and services requested and paid for no later than 14 days prior to the event. Charges determined by guest count will be based on the final minimum guest count, or guests actually present, whichever is greater. This contract is void if the deposit is not received by the due date shown above, and/or this contract is not signed or electronically approved by all persons responsible for payment and returned to Los Patios within that time. Los Patios may cancel this contract if payments are not made within the time specified above. Los Patios guarantees pricing based on current published prices for all events scheduled within six months of the effective date. Otherwise, Los Patios guarantees pricing will not exceed today's published prices by more than 10%, should published prices increase. Responsible parties are liable for any damage to Los Patios' premises or other damages. Los Patios is authorized to charge any credit card on file for all additional charges, including any damages to our facility beyond ordinary wear and tear. All persons responsible for payment are jointly and severally liable for sums due to Los Patios.

The parties signing below acknowledge they have received this page and have read and accept the terms and conditions on the opposite page, which together with our current published prices constitute a single contract.

Effective date of this Contract: \_\_\_\_\_ Signatures of Person(s) Responsible for Payment:

\_\_\_\_\_  
\_\_\_\_\_

Accepted by Los Patios Representative: \_\_\_\_\_

## TERMS AND CONDITIONS

### Use of Facilities

Subject to timely and full payment, your contract entitles you to use the designated Facilities on the date and times shown. No outside catering, other than specialty cakes, shall be allowed. Facility only events are subject to pricing and terms other than this contract. In order to protect our facilities from damage and excessive cleanup costs, we prohibit confetti, bird seed, synthetic petals, tape on floor, nails, and similar products that cause damage or nuisance. No open flames are allowed except in containers and locations we approve. Ordinary wear and tear excepted, activities that damage our buildings or grounds will allow us to charge you for repair or clean up.

### Limitation of Liability

Los Patios does not assume responsibility for damage, theft or other loss resulting to your property or that of your invited guests caused by the acts of third parties. While incidents of theft on our property are rare, we urge clients and guests to not leave valuables within sight inside their vehicles. Los Patios does not provide security, although we may place an attendant in our parking lot to assist your guests when arriving. At your request, we will refer you to capable off-duty police officers available to provide security on terms you negotiate directly with those officers, should you feel it advisable.

### Alcohol

Los Patios holds a mixed beverage permit allowing us to serve any type of beer, wine or spirit. The law requires no alcohol enter or leave our premises, other than purchased by us from a licensed wholesaler. Our waitstaff are trained to limit alcohol service to reasonable amounts. Every member of our staff has the authority to limit or terminate alcohol service to any individual exhibiting symptoms of legal intoxication. **By choosing Los Patios for your event, you agree to support us and share responsibility in protecting your guests and the public by encouraging and enforcing these policies.**

### Persons with Disabilities

You agree to provide reasonable assistance and supervision of any persons with disabilities or special needs, including but not limited to the elderly and children.

### Your Guests

You are responsible for the behavior of your guests. The vast majority of guests at our events are well mannered and gracious. Should we encounter otherwise, we will try to politely address any difficulties, involving you as we deem appropriate.

### Cancellation

**Your initial deposit is non-refundable after signing.** In the event you cancel your event after menu selection, you will be responsible for an amount equal to half of your final charges. You will be responsible for all your final charges in the event of cancellation within 72 hours of the event. We will give you information about event cancellation insurance available through third parties should you wish to obtain such coverage.

### Facility Fee

Users of the Gazebo, Hacienda or Brazier for private events shall incur a facility fee of \$2,000 up to the capacity of the facility or 200 guests, whichever is less. For guest counts above 200, the client shall pay an additional facility fee of \$10 per guest. The facility fee shall entitle the client and their guests to use of the facility for a period of four hours from the commencement of their event as noted on the client's contract. Additional hours, up to midnight, may be purchased at a cost of \$400/hr. If you authorize your music or entertainment to continue past the end of your contracted hours, you are consenting to an automatic charge for extra time, in one hour increments. While you will not be hurried out of the facility at the end of your event, you will be charged if our staff is delayed. Typically, our clients require a half-hour to gather their gifts and belongings while our staff prepares the facility to close.

### Evening Event Menus

Priced per guest for full meal menus, served buffet-style, as published. Seated dining available at \$8 per person additional charge. All food and beverage charges are subject to a 20% service fee to compensate Los Patios for the staff assigned to serve at your event. There is no service fee applied to other charges you may incur. All menus include our standard tableware, plates, glasses, buffet ware, white linen on indoor tables, buffets, and appetizer stations, and other items required to serve you. All events are subject to a \$2,000 food and beverage minimum.

### Scheduled Prices - Other Services

Client will be charges for menu items and other services per the current published pricing, copies of which have been provided to Client and are available at [lospatios.com](http://lospatios.com). Any goods or services not scheduled will be quoted to client in writing before client will be obligated to pay for same if such services are provided.