

Old Redford Banquet and Event Center



Customer: _____

**17405 Lahser
Detroit MI 48219
313-533-8888**

Guest Count: _____

Date: _____

Item	Description	Price	Quantity	Total
Hall Rental - 4 hour minimum				
Monday-Thursday	/hour	\$90.00		\$0.00
Friday/Saturday (8am-4pm)	Luncheon /hour	\$100.00		\$0.00
Friday/Saturday (4pm-12am)	Evening /hour	\$120.00		\$0.00
Friday/Saturday (12am-2am)	Twilight /hour	\$150.00		\$0.00
Sunday	/hour	\$50.00		\$0.00
Storage Room	/hour	\$25.00		\$0.00
Security Deposit	Refundable	\$200.00		\$0.00
1 hour complementary set-up		\$0.00		\$0.00
Additional Set-up Hour	If available	\$50.00		\$0.00
TOTAL				\$0.00
Food/Kitchen				
Food Fee	for food brought by renter	\$75.00		\$0.00
Kitchen Use	Sink/Water use only	\$100.00		\$0.00
Use of Cooler		\$40.00		\$0.00
Ice Machine	Unlimited Ice	\$50.00		\$0.00
Warmer		\$50.00		\$0.00
Coffee	/person, styro cups	\$1.50		\$0.00
Water by the pitcher	includes cups & ice--unlimited refills	\$2.50		\$0.00
Water Bottles	cold	\$1.00		\$0.00
Soda Can	cold	\$1.00		\$0.00
TOTAL				\$0.00
Services				
Bartender	/hour; 5 hour minimum	\$40.00		\$0.00
Security	/hour; 4 hour minimum	\$25.00		\$0.00
Photography	/hour; 3 hour minimum, includes editing	\$35.00		\$0.00
Videography	/hour; 3 hour minimum, includes editing	\$125.00		\$0.00
Servers	/hour; 4 hour minimum	\$25.00		\$0.00
DJ	/event	\$400.00		\$0.00
Event Planner	*Please ask for our preferred vendor			\$0.00
Florists	*Please ask for our preferred vendor			\$0.00
Catering	*Please ask for our preferred vendor			\$0.00
Decorator	*Please ask for our preferred vendor	\$150.00		\$0.00
TOTAL				\$0.00
Equipment				
Projection Screen		\$50.00		\$0.00
PA system	with microphones	\$75.00		\$0.00
WIFI Access		\$25.00		\$0.00
TOTAL				\$0.00
PAGE TOTAL:				\$0.00

Item	Description	Price	Quantity	Total
Linens				
Mid-Length Table Cloth	poly or cotton	\$5.00		\$0.00
Floor-Length Table Cloth	poly or cotton	\$10.00		\$0.00
Mid-Length Banquet Table Cloth	poly or cotton	\$6.00		\$0.00
Floor-Length Banquet Table Cloth	poly or cotton	\$12.00		\$0.00
Chair Cover	satin or spandex w/ sashes	\$3.00		\$0.00
Additional chair sashes		\$1.00		\$0.00
Table Runners		\$1.00		\$0.00
Napkins	cotton	\$0.35		\$0.00
TOTAL				\$0.00

Dishes				
Dinner Plates	10" cream colored	\$0.60		\$0.00
Bread & butter plates		\$0.55		\$0.00
Large platters		\$0.70		\$0.00
Medium platters		\$0.60		\$0.00
Small platters		\$0.50		\$0.00
Large bowls		\$0.55		\$0.00
Small bowls		\$0.50		\$0.00
Mini bowls		\$0.45		\$0.00
Salad Forks		\$0.45		\$0.00
Forks		\$0.45		\$0.00
Butter knives		\$0.45		\$0.00
Steak knives		\$0.50		\$0.00
Spoons		\$0.45		\$0.00
Coffee mugs		\$0.55		\$0.00
Beer glasses		\$0.65		\$0.00
Plastic Cups (16oz)		\$0.45		\$0.00
Pitchers		\$1.75		\$0.00
Large vase		\$8.00		\$0.00
Bud Vases		\$2.00		\$0.00
Champagne Glasses		\$0.70		\$0.00

Fineline Disposable Dishes				
Dinner Plates	10" white scalloped	\$0.50		\$0.00
Small Plates	7 1/2" white scalloped	\$0.35		\$0.00
Soup Bowls	7 1/4" white scalloped	\$0.35		\$0.00
Forks	heavy duty, silver	\$0.15		\$0.00
Knives	heavy duty, silver	\$0.15		\$0.00
Spoons	heavy duty, silver	\$0.15		\$0.00
Cups	10 oz clear tumblers	\$0.15		\$0.00
Napkins	3-ply white	\$0.05		\$0.00

TOTAL				\$0.00
GRAND TOTAL:				\$0.00