

Spirito's Restaurant & Catering

Disclaimer

Hall rentals and banquet parties.

1. A \$100.00 non refundable deposit is required for all parties paid to Spirito's Restaurant.
2. A \$100.00 hall rental fee for all parties paid to the Italo American Club, Nonrefundable.
3. Deposits are refundable up to 60 days prior to the event 25% administration fee applies.
4. Functions are full service and all fees, gratuity and taxes apply.
5. Guaranteed number of people shall be paid prior to the start of the function
6. Any food or Beverage served in our banquet facility must be purchased through Spirito's Restaurant.
7. A final guaranteed number must be submitted one week prior to your function. You will be charged for the guaranteed number of people submitted; any amount of people over the guaranteed number attending your function, you will be invoiced accordingly on the day of the party.
8. You are responsible for any damages incurred during your rental time.
9. The menu must be selected two weeks prior to your function.
10. NO PERSONAL CHECKS ARE ACCEPTED
11. A 5 % surcharge will be added to all credit card charges.
12. For day events the hall is rented in (4) four-hour intervals.
13. Night rentals will start 5pm or after, all functions at night will be allowed five hours, any time after the fifth hour period, there will be a \$100.00 fee per hour thereafter.
14. Outside porch cocktail hour: a \$200.00 fee is added to the invoice above the food and or beverage purchase for the cocktail hour. If you feel you would like to add time a \$100.00 fee per hour will be added.
15. Decorations: All decorations and center pieces have to be approved through the management. There will be no open flames of any kind and no confetti of any kind. Any confetti used without consent from Spirito's restaurant there will be a \$75.00 clean up charge added to your invoice.
16. Persons to decorate are allowed one hour prior to the start of the event, if you have to be in to set up long before the party starts there will be a \$50.00 fee per hour needed.
17. Buffet or family style serve food is not to leave the premises per Rhode Island Health Department.
18. All entertainment shall cease half hour before the end time of the function. Management has the right to control the volume of the entertainment; failure to cooperate will result in immediate stoppage of the entertainment.
19. There will be a fee of \$1.50 per person on all cake cutting services. If customer purchase dessert through Spirito's the fee will be waved.
20. Any function held outside of the building, all rental fees will be charge to the customer having the function.
21. Weddings and Collations: There will be a specially priced menu for weddings and collations.
22. Any party or function wanting to rent the entire building for a function the fee is \$500.00.
23. When requesting the downstairs a 100.00 set up fee will apply (Handicap accessible excluded)
24. A 20% gratuity and 8% Rhode Island State sales tax will be add to all functions.
25. A minimum of 30 people is required for a buffet, any party requesting a buffet less than 30 people a 3.00pp charge will apply.
26. Only Brunch, Buffets Family Style Dinners and Banquet entrees will be served for afternoon function held on a Saturdays or Sundays.

I read and understand all disclaimers and rules when booking the party and I will be responsible for all fees that may apply.

Signed _____

Date _____