



1015 South Mill Street
New Castle, PA 16101

724-657-8149

Banquet Hall Contract

Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
E-Mail _____

(Permission to Send E-Mail Promotions, Coupons & Specials)

Date: _____
Time: _____
Type of Event: _____
Guest Count: _____
Dessert Table Set Up
Gift Table Set Up
Special Requests: _____

Banquet Hall Includes:

- Free Banquet Room
- Banquet Hall Set Up
- Personal Server
- Buffet Set Up
- Plates / Silverware, Napkins
- Chaffing Pans / Serving Utensils
- Sweet Tea and Lemonade
- Ice Water and Coffee
- Cups, Ice and Coffee Condiments
- Dessert Table Includes: Cake Plates & Forks
- Linen Tablecloths
- Centerpieces
- Gift and Cake Tables
- Banquet Hall Clean Up

- ♦ \$50.00 NON-REFUNDABLE deposit required to reserve Banquet Hall
- Final Bill must be paid in the day of scheduled reservation.
- There is a charge of **6% Tax** and **18% Service Charge** added to final bill.
- 18% Service Charge is not a Gratuity. Gratuity is not included. *(Customer discretion)*
- A Minimum of 20 Guests is required to reserve the Banquet Hall
- A Maximum of 4 hours is the limit for all scheduled reservations.
- Final Guest Count and Menu Selection is due **10** days before the reserved date.
- **Parking:** All Guests use parking lots on sides of building & across the street.
- All Food and Beverages must be purchased from Faraone Bros.
- Cakes and Desserts are permitted in Banquet Hall.
- **NO** Outside Liquor Permitted on Premise
- **ALL** Liquor Packages must be purchased from Faraone Brothers
- **NO** Tape or tacks are permitted to hang banners or signs in banquet hall.
- **NO** Confetti is permitted on tables.
- **NO** Outside Food is Permitted
- Faraone Bros. is not responsible for any loss of persons, property, merchandise, or personal property exhibited, displayed, or left in the Banquet Hall
- Customer is responsible for any property damages inside the banquet hall and around or outside the banquet hall.
- The reservation includes set-up of the banquet hall and clean-up of the banquet hall.

Customer Signature _____

Date _____