

Dashiell House
511 Villita Street
San Antonio, TX 78205
Tel 210-225-2111 Fax 210-271-9180

GROUP RESERVATION POLICY

Day/Date of Event: _____ Time: _____ Guest Count/Guarantee: _____

Reservation/Group Name: _____

Name of Contact: _____ Email address: _____

Tel #: _____ Cell #: _____ Fax #: _____

Mailing Address: _____

Name on Credit Card: _____ Deposit Amount: \$ _____

Credit Card # (Amex/Visa/MC): _____ Exp: _____

Please sign and return one copy of this contract with your deposit, payable via check or credit card, retaining a copy for your records.

To confirm your reservation a non-refundable deposit of \$20.00 per guest is required. This deposit will be subtracted from your final bill, however, it is non-refundable should your party choose to cancel. One check will be presented and final payment is due upon completion of the event.

Guarantee Policy: A guaranteed final guest count is due two (2) business days prior to your event. If a guarantee is not received, the client will be charged the **applicable fee*** based on the number of guests originally contracted when the reservation was made or for the number of guests in attendance, whichever is greater. Should the actual number of guests fall below the guarantee, client will be charged the **applicable fee***. We will prepare for 5% above the guaranteed number.

Cancellation Policy: Should the client cancel within (3) business days of the scheduled event, client will be charged the **applicable fee*** for the number of guests originally contracted.

***Applicable Fee:** Client will be charged food price plus \$10.00 per person for events at The Dashiell House for each person less than the guaranteed number.

Tax exempt organizations must furnish a certificate of exemption to the restaurant in advance of the event.

All food and beverage is subject to 20% gratuity and applicable state sales tax. Prices are subject to change and will be confirmed thirty (30) days prior to your function.

Dining room and seating arrangements will be based on your final guest count.

A signature below indicates that you have read and consent to the terms of this agreement.

Signature: _____ Date: _____