

## *Banquet Policies:*

*Thank you for your interest in Buddies banquet and catering facilities!*

With our two large banquet rooms, full patio, catering options, and extensive dining areas – Buddies is the perfect venue for making your next event unique and a success!

### **Spaces Available:**

- Side Banquet Room: Seats up to 40 people, enclosed area with a see-thru fireplace, two televisions, and wood top tables
- Back Banquet Room: Seats up to 100 people, enclosed room with the option of a cash bar, two televisions, and a mixture of wood top and banquet tables.
- Screened-in Patio: Seats up to 35 people, screen enclosure and entrance to the outside patio, and a mixture of high and low patio tables
- Outdoor Patio: Full bar, three tv's, separate music input, multiple seating options based on weather and availability

**Food Choices:** Parties booked in the side dining room/screened patio space with less than 30 guests, are permitted to order off the normal dining menu and have separate checks. All other bookings need to order off of the banquet menu. Buddies reserves the right to change food choices based on business needs, holidays, and special events.

Cake & dessert is allowed to be brought in! We kindly request you allow our ownership and server sample a piece! Forks and napkins are provided, we ask you bring in your own dessert plates.

**Booking an Event:** An event is considered definite when a credit card number is received by Buddies personnel. Until then, banquet space is considered open and available to inquiring guests. A temporary hold on a space is available for 48 hours past the initial inquiry, or with the discretion of buddies' personnel.

**Canceling an Event:** If the possibility of a cancelation occurs, the credit card on file will be charged based on the following timeline:

Within 48 hours of the initial booking of the event – no charge

More than 60 days before the event – no charge

More than 30 days but less than 60 days – ¼ the food and beverage minimum

More than 14 days but less than 30 days – ½ the food and beverage minimum

Less than 14 days – full food and beverage minimum

This fee can be altered by the discretion of buddies' personnel based on circumstance, event date or time, and weather.

**Decorations:** Buddies Grill allows our guests to decorate for their event. Non-abrasive adhesive is the only product allowed on the walls (3M Hooks, Poster Putty, etc...) One hour is blocked prior to the start time. Additional time may be granted based on use and/or for a fee.

**CONFETTI, GLITTER & TAPE IS ABSOLUTELY PROHIBITED  
USE WILL RESULT IN AN ADDED FEE OF \$200**

*(Any excessive damage of property of Buddies Grill will also result in a fee.)*

## **Banquet Minimums:**

### Day Time (Event ending by 4pm) \*

	Side Room/Screen Patio	Back Room	Full Out Patio
Monday	\$250	\$500	\$400
Tuesday	\$250	\$400	\$400
Wednesday	\$250	\$400	\$400
Thursday	\$250	\$400	\$400
Friday	\$250	\$400	\$400
Saturday	\$300	\$500	\$750
Sunday	\$300	\$500	\$750

*\*Management has the right to waive or alter the minimums based on event time, date, and type. Please reference contract for final agreement*

### Night Time (After 4pm) \*

	Side Room/Screen Patio	Back Room	Full Out Patio
Monday	\$300	\$500	\$1,500
Tuesday	\$300	\$500	\$1,500
Wednesday	\$300	\$500	\$1,500
Thursday	\$300	\$500	\$1,500
Friday	\$400	\$750	\$1,800
Saturday	\$400	\$750	\$1,800
Sunday	\$300	\$500	\$750

*\*Management has the right to waive or alter the minimums based on event time, date, and type. Please reference contract for final agreement*

## **Outdoor Patio Reservations:**

If the weather is not compatible with outdoor seating, the doors will be shut and the space can be private dining. If the weather is compatible for outdoor seating, the doors will be open and it will not be private dining. We can reserve the back 'garden' area - open to the elements, and we will use the bar and tables in front of the bar for general seating.

If the weather is compatible with outdoor seating, and you don't want to be open to the elements, we have a screened patio that we can make private for 40 guests. This is the space that runs along the front of the building.

**Guest Count:** Buddies will collect an estimated guest count at the time of reservation. If there is a drastic change to the number of guests expected when the final count is given, Buddies Grill reserves the right to change the reserved space to better suit the private event. Final Guest count is expected 5 days before the event date.

**Service Charge:** There is 6% sales tax and 20% gratuity added to all private events. Tabs left open at the end of the event are also subject to a 20% gratuity

**Linen:** White table linens are included on all buffets priced \$10.99 and above. Linens may also be rented for \$3/table if not included.

**A credit card number received by Buddies' Grill from the guest confirms they have read and agreed to the above policies and the reservation has been confirmed.**