

SOLUNA

DEPOSIT, CANCELLATIONS & GUEST COUNT:

- \$150 DEPOSIT MUST BE CHARGED BY CREDIT CARD.

CANCELLATIONS: TO CANCEL THE ENTIRE PARTY WITH OUT GETTING CHARGED THE DEPOSIT. WE MUST HAVE THE REQUEST MADE IN PERSON OR WRITING 2 WEEKS PRIOR TO THE EVENT. DUE TO THE FACT WE CAN NOT ACCEPT ANYMORE RESERVATIONS ON THE EVENT DATE.

- THE CANCELATION REQUEST MUST BE MADE 2 WEEKS PRIOR TO THE EVENT. IF THE EVENT IS CANCELED WITHIN THE 2 WEEK CANCELATION WINDOW OF THE CONTRACTED DATE, THE DEPOSIT WILL BE CHARGED TO THE CREDIT CARD ON FILE.
- **YOU WILL BE CHARGED FOR NUMBER OF PEOPLE CONTRACTED. IF THE NUMBER OF PEOPLE CONTRACTED DO NOT SHOW, YOU WILL BE CHARGED THE MINIMUM PLATE COST PER NUMBER OF PEOPLE THAT DID NOT SHOW UP. WE WILL MAKE THE PLATES PAID FOR TO-GO. IF MORE PEOPLE THAN CONTRACTED SHOW UP, YOU WILL BE CHARGED THE ADDITIONAL NUMBER OF PEOPLE.**
- **CONTRACT MUST BE SIGNED IN PERSON.**

PARTY MINIMUMS/GUARANTEES:

- PARTIES HELD **MON-WED** MUST CONSUME A **MINIMUM OF \$800 PER ROOM USED.**
- PARTIES HELD **THURS-SUN** MUST CONSUME A **MINIMUM OF \$1,800 PER ROOM USED.**
- IF THE MINIMUM AMOUNTS ARE NOT MET, A CHARGE FOR THE DIFFERENCE WILL BE CHARGED TO THE CREDIT CARD ON FILE.
- **THERE WILL BE A 20% GRATUITY CHARGED TO THE EVENT TOTAL.**
- **THE ENTIRE EVENT TOTAL MUST BE CHARGED ON ONE CHECK. NO SEPARATE CHECKS. NO SEPARATE BAR TABS.**

DECORATING POLICIES/TABLE ARRANGEMENTS:

- THE SEATING LAYOUT IS DEPENDENT ON NUMBER OF GUESTS.
- **NO FOOD IS ALLOWED TO BE BROUGHT IN FROM OUTSIDE SOURCES, OTHER THAN A SPECIAL EVENT CAKE.** (A \$3.00 CAKE FEE WILL BE ADDED TO THE AMOUNT OF PEOPLE CONTRACTED FOR THE EVENT. 30 PEOPLE. \$90 FEE.)
- **SOLUNA IS NOT RESPONSIBLE FOR ANY ILLNESS, DUE TO PRODUCTS BROUGHT IN FROM OUTSIDE THE SOLUNA FACILITY.**
- **ABSOLUTELY, NO CONFETTI ALLOWED.**
- **ABSOLUTELY, NO HANGING OR STICKING DECORATIONS ON THE WALLS.**
- **SOLUNA WILL NOT BE RESPONSIBLE** FOR ITEMS BROUGHT IN FROM OUTSIDE THE FACILITY OR NOT SUPPLIED BY SOLUNA. **SOLUNA WILL NOT BE RESPONSIBLE** FOR THE LOSS, THEFT, OR DAMAGE TO PERSONAL BELONGINGS BROUGHT IN FROM OUTSIDE SOURCE. .

ENTERTAINMENT:

ALL ENTERTAINMENT THAT IS CONTRACTED MUST BE APPROVED BY MANAGEMENT. ANY CONCESSIONS FOR THE EVENT MUST BE EXPRESSED TO MANAGEMENT, TO ENSURE THE CONCESSIONS CAN BE MET. NO LIVE MUSIC CAN BE BROUGHT IN, WITHOUT MANAGEMENT APPROVAL. **NO LIVE BAND SET UP IS ALLOWED!!!**

EVENT TIMING:

- **THIS CONTRACT IS FOR THE USE OF OUR PRIVATE ROOMS FOR A TOTAL OF 3 HOURS, DURING NORMAL BUSINESS HOURS.**

CONTACT INFORMATION FOR CANCELATIONS OR UPDATES:

- Gerardo Calvillo GM
- gerardocalvillo@me.com
- 210-930-8070

EVENT DATE:

NUMBER OF GUEST:

CONTACT PHONE NUMBER:

CLIENT SIGNATURE/PRINT & DATE:

TIME:

