

Jamesport Brewing Company - Banquet Contract Information

- A deposit guarantee is required for group functions, as well as a written contract.
- Final attendance numbers confirmed 48 hours prior to your event would be the minimum per person charge billed.
- All party subject to a charge for linens.
- PRIVATE PARTIES AT JAMESPORT BREWING CO.
 - There will be a private room charge of \$200 for all parties.
 - Red's Room, the Portside Garden, and our back dining room can be reserved for private parties. All hold a max of 50 people.
 - The entire restaurant can be reserved under special circumstances (seats 150) and arrangements.
- OFF-SITE CATERING
 - will include travel and labor costs.
 - will require 50% down when finalizing the menu (Non-refundable) and full invoice paid the day before event
- MENU
 - All arrangements for menus and other details must be finalized two weeks prior to your event.
 - We must receive estimated numbers on entrée choices one week prior to your event to ensure availability.
 - All food and beverage sales are subject to state sales tax and an 18%-20% gratuity.
 - All perishable food and appetizers will be removed after 2 ½ hours.
- BAR
 - We brew our own beer onsite and have a full-service bar with a great wine list and an assortment of top shelf spirits and domestic beers.
 - You can choose cash bar set-up, open bar tab, or a bar tab limit. These arrangements need to be made two weeks prior to your event.
 - Our bar closes at 10:00pm Sunday through Thursday and at midnight on Friday and Saturday. All Federal, State, and Local Laws regarding food and beverage purchases and consumption are adhered to strictly. We appreciate your cooperation.

MINIMUM GUARANTEED ATTENDANCE MUST BE RECEIVED WITHIN 14 DAYS OF EVENT. IF ATTENDANCE FALLS BELOW THE GUARANTEED NUMBER THE CLIENT WILL BE CHARGED FOR THE GUARANTEED NUMBER.

Banquet Reservation Contract

Client _____

Event Date/Time _____

Contact Person _____

Phone _____

Address _____

Email _____

of Guests _____

Room _____

JBC Representative / Date

Client / Date

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Deposit: \$200.00 (non-refundable)

Received on _____