



feathernesters

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Special Event Worksheet & Contract

Event: Bridal Shower Luncheon Bridal Shower Tea Darling Divas Tea Party
Baby Shower Luncheon Baby Shower Tea Ice Cream Sundae Party
Breakfast Meeting Dinner Party Fairy Tea Party
Other: _____

Date: _____ **Time:** _____

No. of Guests: _____ **Color Theme:** _____

Table Arrangements: _____

CONTACT INFORMATION

Name: _____ **Phone:** _____

Address: _____

E-Mail: _____

COST INFORMATION

There is a \$50.00 rental charge for a **2-hour period**. Parties of 8 or more will be charged on one check with a 20% gratuity added at time of payment. A final head count is required 2 days prior to the event, and this count will reflect the final cost. If event is cancelled within 48 hours or less, room rental fee will be forfeited. (**PLEASE NOTE:** If your event goes over the allotted 2 hour time frame, you will be charged \$25.00 for every 30 minutes.) **IMPORTANT: We ask that you refrain from using any confetti or glitter as table decorations.**

\$ 50 _____ room rental fee
\$ _____ charge per guest
\$ _____ other charges _____

Special Instructions:

I understand the conditions specified in this contract and agree to all of the above.

Signed: _____ Date: _____