

café Terigo  
424 Main Street  
Park City, Utah 84060  
phone 435-645-9555 fax 435-645-9564

## Catering and Private Party Policies

### ***Guarantees and Cancellations***

In arranging for private events, attendance must be specified at least two (2) days in advance. Guarantees for events scheduled on Sunday, Monday and Tuesday must be received by 5:00 p.m. the preceding Friday. café Terigo will set up and prepare for 5% above the specified quantity. The client will provide payment for the specified guarantee or the actual number of guests if the guarantee is exceeded. All cancellations for group events must be received five days prior to the event date or a \$250.00 cancellation fee will be assessed.

### ***Service Charge and State Sales Tax***

All menu prices are subject to 8.35% Utah State Sales Tax and 20% service charge.

### ***Liquor and Food***

A wine and liquor list will be provided upon request. café Terigo does not allow food and beverages to be brought in for special events from outside the restaurant. However, groups may pre-arrange to bring in a special cake for special events at a charge of \$2.00 per person. All special events must be catered by café Terigo. Pre-arranged limited menus are to be determined at least one week in advance for groups of 12 or larger.

### ***Music and Entertainment***

café Terigo will be willing to help arrange music and/or entertainment for any event. Should the guest choose to make arrangements, a copy of the signed contract should be provided to café Terigo. Should the sound level from musical groups or entertainment or public address systems create disturbances, café Terigo reserves the right to request the client and/or entertainers to lessen the volume and if necessary, perform without amplification. café Terigo reserves the right to ask the music to cease after 11:00 p.m.

### ***Private Rooms***

Private rooms or specific areas in the café are assigned events according to the anticipated guaranteed number of guests. café Terigo reserves the right to change the room or area of the restaurant should the guaranteed numbers change. The following chart specifies maximum and minimum numbers of guests and cost for private dining.

MAXIMUM CAPACITY FOR SMALL DINING ROOM:	16
MAXIMUM CAPACITY FOR LARGE DINING ROOM:	60

Minimum charges are based on the food and beverage totals, and do not include sales tax and gratuity.

MINIMUM CHARGE FOR SMALL DINING ROOM AT LUNCH:	\$200
FOR TWO HOURS: 11:30-1:30 OR 12:30-2:30	
MINIMUM CHARGE FOR LARGE DINING ROOM AT LUNCH:	\$500
FOR TWO HOURS: 11:30-1:30 OR 12:30-2:30	
MINIMUM CHARGE FOR SMALL DINING ROOM AT DINNER:	\$575
5:30-7:45 OR 8:00-10:30	
MINIMUM CHARGE FOR LARGE DINING ROOM AT DINNER:	\$1,250
5:30-7:45 OR 8:00-10:30	

### ***Deposits and Payments***

A deposit of half of the anticipated total bill is required to guarantee reservations for the special event. The deposit will be due when the client wishes to guarantee the event or two weeks (14 days) in advance. The sponsor of any event is responsible for full payment upon the completion of the event. Payment is acknowledgment that there is no dispute over such services.

### ***Security and Liability***

café Terigo will not assume responsibility for damage or loss to any merchandise or articles left in the café prior to or following an event. If valuable items are left in any area of the restaurant, we recommend retaining a bonded security patrol. café Terigo reserves the right to inspect and control all private events. Liability for damages to the premises will be charged accordingly. Any items to be placed on walls or directional signs, etc. must be approved with management prior to the event. The guest accepts responsibility for any and all damages occurred.

***No changes may be made to these arrangements unless agreed to by café Terigo and finalized in writing.***