

Celebrate with us!

When you choose to celebrate at Sheridan's, it becomes our mission to make it the most memorable event you and your guests will ever attend. We take pride in providing our guests with the highest quality cuisine, service and amenities. We are happy to assist you in planning an event distinctly tailored to your needs and ensure the time before, during and after your stay is completely worry free. Below is information on our fees and services.

Facility Rate Information. . . . Our reservation fee is \$200.00 for the day of your event. This fee is non refundable and is required upon booking to reserve your date. At the close of your event \$150.00 of that fee will be applied to your total balance due. Booking an event requires a guarantee guest count seven days prior to your event. You as our patron agree to pay the difference if your guest count is below the agreed upon minimum. The minimum does not include children's dinners. If event is cancelled at any time you forfeit the rental fee. The day of your event we accept all major credit cards or a cashier check for final payment.

Hours of Operation. . . . Sheridan's is open Sunday, Tuesday and Wednesday 7am – 3 pm, Thursday 7 am - 9 pm, Friday & Saturday 7 am to 10 pm with bar service until 11 pm.

Taste & Toast. . . . The quality of our food is what sets our meal service apart from the others. From the cut of meat to the seasonal fish to the sauce on our vegetables, we use the freshest ingredients possible to create flavors your guests will savor!

- All meals are table service and include custom menus for your guests
- Menu selections may be customized on proportions or variations to fit your needs
- Minimum charge is \$24.00 per guest with an additional 5.6% sales tax and 20% gratuity for table service **OR** a \$1,000.00 minimum total for a food and beverage reception. **Which option you choose to spend this is up to you. As an example, once you decide on food we can help you consider beverage and dessert options.**
- Full service Barista/Bar offering coffee drinks, fine liquors, wine, beer and non alcoholic beverages. Open or Cash bar and defined beverage options are offered

Dessert Service. . . . Sheridan's offers a variety of delicious cake and pastry selections made by our own pastry chef for your guests to enjoy. Dessert service is \$7.00 per guest. This includes: unlimited Alterra regular and decaf coffee, selections of Rishi teas, coke products during dining service and one serving of custom dessert per guest. You may choose to serve a cake supplied by an outside licensed bakery with a service fee of \$1.75 per slice per person.

Stylish Dining. . . . Cloth napkins will be black unless otherwise specified and are complementary. Additional table linens or colored napkins are an additional cost and will be quoted upon request. Tea-light candles are provided at no additional cost. Flowers are welcomed and can be used in Sheridan's complementary bud vases. Custom centerpieces and other adornments may be used with prior approval by management.

Rest and Relax. . . . Our beautiful wine region themed rooms feature top quality amenities and furnishings.

- Your reservation will include one Sheridan's gift card valued at \$15.00 to be used any way you choose in our café.
- Fitness room available - located in the courtyard
- Rates vary by time of year. Currently rooms range from \$115.00 to \$160.00 a night. Check website www.sheridanhouseandcafe.com for guestroom specials.
- If six guestrooms are booked a 10% discount will be granted to all guests!
- Hotel rentals are subject to 15.1% room tax.

Signature:

Date Signed:

Event Date:

Time:

Management Signature:

** Contract subject to change

