

DASHIELL HOUSE: RIVERWALK

511 Villita Street

San Antonio, Texas 78205

Mailing Address: c/o Little Rhein Steak House, 231 South Alamo, San Antonio, TX 78205

Tel 210-225-2111 Fax 210-271-9180

Catering Office Hours are 9:00 a.m. – 4:00 p.m. Monday through Friday

WEDDING GROUP RESERVATION POLICY

Day/Date of Event: _____ Reception Time: _____ Dinner Time: _____

Guest Count/Guarantee: _____

Reservation/Group Name: _____

Name of Contact: _____ Email address: _____

Tel #: _____ Cell #: _____ Fax #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Name on Credit Card: _____ Credit Card: Amex Visa MC Discover

Account No: _____ Exp: _____ 3 or 4 Digit Code: _____

Please sign and return one copy of this contract with your room rental, payable via check or credit card, retaining a copy for your records.

To confirm your reservation, a non-refundable payment of the Room Rental Fee of \$2,000 plus 8.25% tax will be required and payable at the signing of the contract. This will be charged to the credit card provided on the policy unless otherwise instructed.

Guarantee Policy: A final guaranteed guest count is due by 12:00 p.m. (3) business days (Monday through Friday) prior to your event. If no guarantee is received, the highest number of expected guests will be considered the guarantee. Client may not decrease the final guarantee but may increase based on restaurant's availability. Should the actual number of guests fall below the guarantee, client will be charged the applicable fee for each person below the guarantee. Restaurant will prepare for 5% above the guarantee.

Cancellation Policy: In the event of cancellation, fees will apply as follows: (6) months or more, 20% of estimated revenues; (90) days to (6) months prior, 40% of estimated revenues; (30) to (89) days prior, 50% of estimated revenues; (4) to (29) days prior, 80% of estimated revenues; (72) hours or less, 100% of estimated revenues. All cancellations must be received in writing via fax or email and preceded by telephone notification.

Applicable Fee: Client will be charged food price plus \$10.00 per person, tax and service charge for events at The Dashiell House for each person less than the guaranteed number.

Pricing: Prices are subject to change and will be confirmed 30 days prior to the event.

Tax Exempt: Tax exempt organizations must furnish a certificate of exemption to the restaurant in advance of the event. Nonprofit organizations cannot claim an exemption from the mixed beverage sales tax on alcohol purchases. The purchase of alcohol does not relate to the exempt purpose of an organization. Governmental entities however, are exempt from the tax.

Seating: Dining room and seating arrangements will be based on your final guest count. Should the final guarantee change from the expected number of guests the location assigned may be adjusted to an alternate location.

Noise Disclaimer: The grounds of the Dashiell House overlook the Arneson River Theater and are adjacent to the Cos House and other surrounding venues in La Villita. From time to time, there are events at these locations that may have loud music that can be heard while on the grounds of the Dashiell House.

If this is a concern, it is possible (based on availability) to rent the Arneson stage to ensure that there is no entertainment on the stage during your event. On occasion, events can occur in La Villita without any warning.

Although we work very hard on keeping up with the city's schedule, unscheduled events are beyond our control.

Banquet Fee and Service charge: A 5% Banquet Fee will automatically be added to your final bill. The Banquet Fee does not represent a tip or service charge for service employees. Service staff service charges are not included in menu pricing and will be provided entirely to wait staff employees, service employees and bartenders.

Service Charge: 20%

Upon conclusion of the event, the service charge is applied to the bill before presenting to the host.

Menu and Wine Selections are needed 14 business days before your event date. If your event is less than 14 business days from the signing of this policy, your selections are required as soon as possible. Late selections may run the risk of a limited menu or wine selection.

Please indicate the name of the on-site event contact from your wedding party: _____

A signature below indicates that you have read and consent to the terms of this agreement.

Signature: _____ Date: _____