



The Grande
Because Life's Too Short for Bad Food

5360 Ball Ground Hwy
Ball Ground, Ga 30107

Phone 770.568.3945
www.TheGrandeEvent.com

Today's Date:
Event Date:

Client: Phone: Event room:
Address: Email Guest Count:

Function Information Agenda/Event Agenda

Based on the requirements outlined by client The Grande, LLC has reserved services set forth on the below function information agenda/event. Based on client requirements, The Grande LLC is relying on \$ to spend on the client event. Any additional services purchased will be initialed and attached on the Clients BEO. The figure and price is for guests. Should this number increase a revision must be signed and attached to this original contract. Event time from to. Client to arrive no more than 15 MINUTES prior to event time and depart no later than 15 MINUTES after event.

Payment

Deposit Amount: With Fees: Date Paid:
Final Balance Amount: With Fees: Final Balance Due:
Add ons Amount: With Fees: Add Ons Date Paid:

Payment methods

Check to The Grande LLC Mailed to 5360 Ball Ground Hwy Ball Ground GA 30107 No Fees
Returned check fee of \$25 applied to all returned checks. Only Cash accepted if a check does not clear.
Cash App caramont No Fees for under \$1,000
Venmo Cara-Lyle-2 1.9% fee
Credit Card Call in or run at The Grande (NO AMEX) 3.5% fee

Function Details and Guarantees

Function details such as menu items, time of events, decorations and any other pertinent details must be turned in to The Grande no later than 5 days prior to your event. All details will be listed on your BEO and must be gone over and signed. Your final guarantee of attendees must be turned in no later than 5 days prior to your function. At this time your guaranteed number may NOT be reduced. If an increase is necessary please let The Grande know as soon as possible as we may need to add staff, purchase additional food, supplies, etc. If no final number is given The Grande must estimate the final count based on this contract and client will be charged accordingly. Once final count is given, and add ons confirmed a final balance is calculated and due immediately. Once final payment has been made no monies shall be returned as the final balance paid is immediately used to purchase event food, supplies and labor. Food provided by The Grande is a per person buffet, or plated meal and not an "all you can eat" style buffet. Payment must be made by ONE person. Client may NOT bring in flowers, balloons, tea, food, cookies glitter/scatter. Any outside décor must be approved.

Containers and Grande Property

Containers, props, rental items, décor provided by The Grande LLC is and shall remain the property of The Grande, LLC. Any fresh floral, food items favors and such sold to the client may be taken by the client at the end of the event. Any left over food items shall be boxed up and given to client.

Tax and Liquor License

The client understands that The Grande LLC does not possess a liquor license and will not be held liable for any alcoholic beverages dispensed at client function. Further, the client is responsible for opening and pouring any alcohol client brings in. The Grande LLC provides glasses, and our staff will clear glasses and alcohol containers. The Grande offers a champagne walls for events.

Cancellation

If, for any reason, the event is cancelled, the client will forfeit monies paid. If services are rescheduled within one year of original event date, all monies will be applied to future date.

Acts of God

The Grande will not be liable for acts of God, natural disasters, or anything other than what is in immediate control of. In no event will The Grande LLC be liable for consequential damages of any kind.

Any changes, additions, stipulations, or deletions, including lining-out will not be considered agreed to or binding unless signed by both parties. Prior to execution by both parties this document represents an offer. Unless The Grande LLC otherwise notifies the client at any time prior to contracted parties execution of this document, the outlined format and dates will be held on a first option bases until the client commits. If a commitment cannot be made, the arrangements will be released, in which case neither party will have any further obligations.

The undersigned have read this contract and understand it's terms and agree to both thereby. The parties agree that this contract is the complete and exclusive statement of the mutual understanding of the parties.

Representative Date
The Grande LLC

Client Responsible Party Date