

# Event Detail Form

Type of Event: \_\_\_\_\_

Name of Person(s) of Contact: \_\_\_\_\_

Name and Address of Contact Person: \_\_\_\_\_

\_\_\_\_\_

Event Contact Numbers: \_\_\_\_\_

*Home*

*Cell/Work*

Contact Email: \_\_\_\_\_

Event Date: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_

App Time: \_\_\_\_\_

Buffet Time: \_\_\_\_\_

Wedding? If so Time/Location: \_\_\_\_\_

Wedding? What Is the Rain Plan: \_\_\_\_\_

Guest Count: \_\_\_\_\_

Round Or Long tables: \_\_\_\_\_

People per Table: \_\_\_\_\_

Total Tables: \_\_\_\_\_

Will there be a DJ/ Band? Contact info: \_\_\_\_\_

Will there be a Wedding Cake/table? Location?

\_\_\_\_\_

Will we cut it? (\$75 Charge)

\_\_\_\_\_

Champagne toast? If so, when is the toast?

\_\_\_\_\_

Will you be using any of our Audio/Visual Equipment?

\_\_\_\_\_

Price per Head:

\_\_\_\_\_

Additional Pricing (Carving, Bar, Cake, Extra Servers):

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**Bar Details:**

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**Food Details:**

**Apps:** \_\_\_\_\_

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**Salad:** \_\_\_\_\_

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**Entree:** \_\_\_\_\_

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**Side Items:** \_\_\_\_\_

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**Dessert/Cake** \_\_\_\_\_

**Additional Information:**

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I have read, understand, and asked any questions about the event contract.

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I understand that I cannot take a purchased keg of beer with me if any is left at the end of the evening. I understand that it is The Isles Restaurant policy to refuse under any circumstance. **I have read and understand everything stated above and have asked any questions that I have, signing below admits understanding and compliance with all questions answered.**

Guest\_\_\_\_\_

Date\_\_\_\_\_

Manager\_\_\_\_\_

Date\_\_\_\_\_

I understand that any member of my party may be asked to leave at anytime due to excessive inebriation, socially unacceptable language, or mischievous actions brought to light by the Management of The Isles Restaurant. A warning will be issues first, but if the situation remains or intensifies service of the individual on any level will cease and they will be escorted of property by management or Ocean Isle Beach Police department. I also understand that for any of the above stated reasons my entire party can be terminated before the end of my four hour period, buyout, or extend time frame. The Isles Restaurant is not responsible for me breaking any noise restrictions that exist on Ocean Isle Beach. If a complaint is called in I must meet the order of the officers responding. No monies will be refunded and the entire amount will be paid in full. **I have read and understand everything stated above and have asked any questions that I have, signing below admits understanding and compliance with all questions answered.**

Guest\_\_\_\_\_

Date\_\_\_\_\_

Manager\_\_\_\_\_

Date\_\_\_\_\_