

Banquet Contract

Address: 507 2nd Street NW East Grand Forks, MN 56721
Fax# 218-773-3547 Email: bluemoose@midconetwork.com

The Blue Moose has four areas in which large parties can reserve space for their function.

The Upstairs Loft which is perfect for parties of 14 to 80 people.

- **The Upstairs Loft**- This will require a \$150.00 deposit fee on Friday and Saturday nights and a \$100.00 deposit required for Sunday through Thursday nights.
 - The Blue Moose reserves the right to substitute or utilize the remaining portion of the areas reserved.
- **Menus**: The Blue Moose has a variety of menu choices with the flexibility in adding items not on the menu. For parties of 30 or less we ask that a limited menu is used, and for parties of 25 or more we ask that a buffet menu is used.
 - **Limited Menus**-The Blue Moose offers both a limited lunch and dinner menu for parties of 30 or less.
 - **Lunch and Dinner Buffets**-The Blue Moose requires a commitment of at least 25 guests in preparing a lunch or dinner buffet.
 - **Appetizer Buffet**- A minimum of 25 guests is required for this buffet; we do not offer variance.
 - **Breakfast Buffet**- Pick from four different menus to make your morning meeting just the way you planned. A minimum of 25 guests is required for this buffet choice.
- **Cancellation Fees**: If your party is cancelled one month or less prior to the event your deposit fee will be forfeited. If weather conditions force the cancellation of your party, your deposit fee will be returned in full.
- **Misc. Fees**: The Blue Moose does not allow confetti in any area of the restaurant. If confetti is found being used at the function there will be a \$50 cleaning fee added to the bill.
- **Final Head Count**: The Blue Moose asks that you give us the final head-count no later than ten (10) days prior to the function. This will allow us to insure appropriate preparation and staffing for the event. Any changes in the number of guests can't be made after this time, and you will be billed for the final guest count.
- **Liability**: The Blue Moose isn't responsible for loss of materials, equipment, or personal belonging left unattended or in unsecured areas.
- **Billing**: Tax and a 20% gratuity will be added to the cost per person.
- **Catering Billing**: A down payment of number of people x \$5, at the time of signing contract. This will be due a month prior to function.
- **Health Regulations**: Due to local health codes no outside food is allowed inside our facility, nor are we allowed for our buffet items to leave the building. (Cakes are the only exception to this rule and will be billed at \$1.50 per person dessert charge.) Thank you for your cooperation.

Your signature below affirms that you understand all policies and agree that the price per person for your event is \$_____, this price includes meals fo _____ plus tax and tip.

Signed: _____ Date: _____