

Party Contact: Dana Klaassen
Phone Number: 316.208.6481
Date of event: 08/26/23
Time: 4pm
Minimum: \$1000

The purpose of this contract is for the event coordinator of the party to understand the minimum set to reserve the private party room at The PourHouse, and to acknowledge the cancellation policy for any reservation.

Minimum:

To reserve the space on August 26th, 2023 the minimum amount to be spent before tax, gratuity, and staffing fee is \$1000. Any amount under the set minimum will result in a room fee equal to the difference. The minimum includes any food and beverage ordered from either packages or individual tabs. Gratuity is 20% of bill total, and a one-time staffing fee of \$75 will be charged on the main tab of the party as well.

PourHouse Cancellation Policy:

A 48 hour notice of cancellation is required to avoid a cancellation fee. The credit card listed below will be charged 10% of the minimum if proper notice is not provided to PourHouse management.

Credit Card #: 4266 9020 7380 3189
Expiration: 08/24
Code on back: 845

With signature below, signer understands policy regarding minimum and cancellation of party. Permission is also given to charge credit card if notice of cancellation is within the 48 hour period prior to the party.

Signed: _____

