

Sunset Restaurant

625 Green Way
Glen Burnie, MD 21061
(410) 768-1417 Phone
(410) 768-1656 Fax

www.sunsetrestaurant.com

Party Contract

Date: _____ Reservation Time: _____

Party Name: _____ Phone Number: _____

Address: _____ Email: _____

Number of Guests: _____ Event Type: _____

Menu Selections:

**PARTIES OF 20 OR MORE MUST LIMIT THEIR MENU CHOICES TO 5 ITEMS. NO EXCEPTIONS.
**PLEASE NOTE- ALL LUNCH SPECIALS COME WITH COLE SLAW AND FRENCH FRIES
** ALL SANDWICHES COME WITH POTATO CHIPS
** ALL DINNER ENTREES COME WITH BAKED POTATO AND GARDEN SALAD
** ASSORTED SEAFOOD PLATTERS AND FRIED CHICKEN ARE NOT AVAILABLE FOR LARGE PARTIES
** DAILY SPECIALS ARE NOT AVAILABLE FOR LARGE PARTIES. REGULAR LUNCH OR DINNER MENU ONLY
**NO SUBSTITUTIONS

Drinks:

Special Instructions:

- ❖ Deposits- \$100.00 deposit is required for groups of 15-25, \$200.00 deposit is required for groups of 26 and up
Deposit Amount \$_____. Deposit Received _____ Manager Initials _____
- ❖ Deposits are due within 10 days of making the reservations. Deposits are deducted from your final bill.
- ❖ 18% Gratuity is added to all parties over 6 people
- ❖ Final menu selections are due 3 days prior to your event. If menu selections are not chosen, Sunset Restaurant reserves the right to choose the entrée selections for you
- ❖ Final head counts are due within 24 hours of your event. A \$10 per person fee is charged for each no show the day of your event. Example- head count of 50 is given, 42 people attend- 8 no shows- 10 x 8= \$80.00 fee
- ❖ We do not make reservations for specific rooms or guarantee private rooms.
- ❖ Tentative reservations are held for 10 days. Reservations are confirmed after the receipt of deposit.
- ❖ We allow a 20 minute grace period for your guests to arrive.
- ❖ If all guests have not arrived after 30 minutes, we reserve the right to pull any unused tables.
- ❖ There is a 3 hour time limit for all parties. Example: if your party is reserved at 3 pm you will have the room until 6 pm. Management must approve any party that extends past 3 hours and a fee of \$100 per half hour is added to the check. If you need more time please let us know.
- ❖ There are NO SEPARATE CHECKS.
- ❖ We do not accept personal checks. Cash or credit cards accepted for final payment only.

_____ Manager

_____ Customer

_____ Date

_____ Date