

Blind Owl Brewery

- GENERAL INFORMATION & COST REQUIREMENTS -

BANQUET ROOM:

OUR BANQUET ROOM IS THE PERFECT SPOT TO HOST A WIDE VARIETY OF EVENTS. THE SPACE CAN BE USED AS ONE LARGE ROOM OR IT CAN BE DIVIDED IN TWO SEPARATE ROOMS TO ACCOMMODATE FOR GROUPS OF VARYING SIZES. COMBINED, THE ROOM CAN SEAT UP TO 85 PEOPLE. DIVIDED, OUR NORTH ROOM SEATS UP TO 35 PEOPLE AND OUR SOUTH ROOM SEATS UP TO 50 PEOPLE. BOTH ROOMS ARE EQUIPPED WITH AUDIO/VISUAL EQUIPMENT.

MENUS:

WE OFFER COMPLETE FOOD AND BEVERAGE SERVICE. WE HAVE CREATED EXTENSIVE MENU OPTIONS FOR YOUR CONVENIENCE; LUNCH, DINNER, & HORS D'OEUVRE PLATTERS ARE AVAILABLE. WE CAN PROVIDE BUFFET, FAMILY STYLE, OR TABLE SERVICE AT YOUR EVENT. WE WOULD ALSO BE HAPPY TO HELP YOU DESIGN A CUSTOM MENU TO FIT YOUR EVENT NEEDS.

BAR SERVICE:

THE BLIND OWL BREWERY IS PLEASED TO PROVIDE OPEN OR CASH BAR SERVICES, OFFERING DIFFERENT PACKAGES TO MEET THE NEEDS OF YOUR SPECIFIC EVENT. ADDITIONAL COSTS MAY BE INCURRED FOR BAR STAFF.

CAKE SERVICE:

THE BLIND OWL WILL ALLOW YOU TO BRING IN A DESSERT FOR YOUR CELEBRATION. DESSERT MUST BE PURCHASED AT A STATE OF INDIANA BOARD OF HEALTH CERTIFIED BAKERY. THE FEE FOR CAKE SERVICE IS \$1.00 PER PERSON; IT INCLUDES PROVIDING A CAKE TABLE, CUTTING, SERVING, PLATE WARE, SILVERWARE, AND ALL RELATED CLEAN UP.

TAX EXEMPTION:

ONLY "FUNDRAISING" EVENTS ARE EXEMPT FROM INDIANA SALES TAX (WITH RESPECT TO FOOD AND BEVERAGE). ORGANIZATIONS THAT ARE TAX EXEMPT MUST PROVIDE THE BLIND OWL BREWERY WITH A COPY OF THEIR TAX EXEMPTION CERTIFICATE 10 DAYS PRIOR TO THE EVENT. WE ARE REQUIRED BY LAW TO CHARGE SALES TAX IN THE EVENT A CERTIFICATE IS NOT PROVIDED AT THE TIME THE BALANCE IS DUE.

GRATUITY & TAX:

GRATUITY IS NOT INCLUDED. IT IS ALWAYS UP TO THE DISCRETION OF THE HOST(S); HOWEVER, WE SUGGEST A STANDARD GRATUITY AMOUNT OF 20% OF THE TOTAL EVENT COST. ALL EVENTS ARE SUBJECT TO MARION COUNTY, INDIANA FOOD & BEVERAGE SALES TAX.

MINIMUM FOOD & BEVERAGE REQUIREMENT:

THERE IS A MINIMUM FOOD AND/OR BEVERAGE PURCHASE FOR ALL EVENTS BEFORE TAX AND GRATUITY. THE TOTAL OF YOUR FOOD AND/OR BEVERAGE PURCHASE MUST MEET THE REQUIREMENTS BELOW. IF SALES MINIMUM IS NOT MET, THE DIFFERENCE WILL BE MADE UP WITH LUX RESTAURANT GIFT CARDS. THESE CAN BE USED AT ANY OF THE LUX RESTAURANT LOCATIONS FOR FOOD AND BEVERAGE PURCHASES AT A LATER DATE. MINIMUMS FOR EVENTS SCHEDULED ON HOLIDAYS MAY VARY.

	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>	<u>SUNDAY</u>
<u>NORTH ROOM</u> <i>(up to 35 people)</i>	\$350	\$350	\$350	\$350	\$500	\$500	\$350
<u>SOUTH ROOM</u> <i>(up to 45 people)</i>	\$350	\$350	\$350	\$350	\$500	\$500	\$350
<u>WHOLE ROOM</u> <i>(up to 100 people)</i>	\$750	\$750	\$750	\$750	\$1000	\$1000	\$750

- PRIVATE DINING CONTRACT -

1. PRICES WILL NOT BE GUARANTEED EARLIER THAN ONE (1) MONTH PRIOR TO THE SCHEDULED EVENT. ALL PRIVATE EVENTS ARE SUBJECT TO INDIANA SALES TAX & A 20% GRATUITY IS SUGGESTED FOR ALL EVENTS.
2. MENU SELECTIONS AND ROOM REQUIREMENTS MUST BE MADE AT LEAST TEN (10 DAYS) PRIOR TO THE EVENT DATE. WE CANNOT GUARANTEE ANY CHANGES MADE AFTER THE FINAL DEADLINE.
3. A FINAL ATTENDANCE GUARANTEE IS REQUIRED AT LEAST TEN (10) DAYS IN ADVANCE. AFTER THAT TIME, ATTENDANCE CANNOT BE REDUCED. ATTENDANCE INCREASES WILL BE ACCOMMODATED IF POSSIBLE. IF WE DO NOT RECEIVE THE GUARANTEED ATTENDANCE FIGURE FOR YOUR EVENT BY THE DEADLINE, YOU WILL BE CHARGED FOR THE NUMBER OF PEOPLE DENOTED ON THE INITIAL CONTRACT. WE CANNOT GUARANTEE ANY CHANGES MADE AFTER THE FINAL DEADLINE.
4. LIQUOR LICENSING PROHIBITS THE BRINGING OF PRIVATE ALCOHOL/BEVERAGE INTO THE RESTAURANT.
5. RESTAURANT POLICY PROHIBITS THE BRINGING OF PRIVATE FOOD INTO THE PRIVATE EVENT ROOM AND/OR RESTAURANT; THIS EXCLUDES DESSERTS OBTAINED FROM AN INDIANA BOARD OF HEALTH CERTIFIED BAKERY.
6. ALL FOOD AND BEVERAGE PURCHASED MUST BE CONSUMED IN THE ASSIGNED PRIVATE EVENT ROOM DURING THE SCHEDULED TIMES. DUE TO HEALTH AND SANITATION REGULATIONS ITEMS CANNOT BE BOXED UP FOR TO-GO.
7. ALL DECORATIONS MUST BE MADE OF NON-COMBUSTIBLE MATERIAL. PLEASE REFRAIN FROM USING CONFETTI OR GLITTER TO DECORATE. ANY ACTIVITIES OR DECORATIONS INVOLVING THE USE OF FLAMES IS STRICTLY PROHIBITED.
8. LOCAL AND STATE FIRE CODES MUST BE OBSERVED CONCERNING THE DISPLAY OF GASOLINE OR ANY COMBUSTIBLE SUBSTANCE POWERED VEHICLE OR MECHANICAL DEVICE. SAFETY GUIDELINES CAN BE OBTAINED FROM OUR LOCAL FIRE MARSHALL.
9. NO ITEM MAY BE ATTACHED TO FLOORS, WALLS, CEILINGS, ETC., IN THE RESTAURANT WITHOUT PRIOR CONSENT FROM THE BLIND OWL BREWERY.
10. FIRE EXITS, AISLES, AND EQUIPMENT CANNOT BE BLOCKED IN ANY WAY.
11. FUNCTION SPONSORS ARE RESPONSIBLE FOR THE PROTECTION OF WALLS, FURNISHINGS, AND FLOORS IN THE PRIVATE EVENT ROOM. THIS INCLUDES THE FUNCTION SPONSORS PREPARATION, THE CONTINUATION OF ACTIVITIES DURING THE EVENT, AND THE TIME UNTIL ALL THE FUNCTION SPONSORS AND THEIR PARTICIPANTS LEAVE. DAMAGES OR LOSSES WILL BE BILLED TO FUNCTION SPONSOR.
12. ELECTRICAL OUTLETS HAVE A MAXIMUM LOAD CAPACITY OF 110 VOLT 20 AMPS.
13. THE BLIND OWL BREWERY SHALL NOT BEAR ANY LIABILITY FOR THE LOSS, THEFT, OR DAMAGE TO ANY PROPERTY BELONGING TO THE FUNCTION SPONSOR OR FUNCTION PARTICIPANT.

14. THE BLIND OWL BREWERY RETAINS THE RIGHT TO MODIFY OR CANCEL ITS OBLIGATIONS UNDER THIS AGREEMENT IN THE EVENT THAT OCCURRENCES BEYOND THE CONTROL OF THE BLIND OWL (E.G. STRIKE, PUBLIC EMERGENCY, ACTS OF GOD) REDUCE ITS CAPACITY TO PROVIDE BANQUET FACILITIES OR CATERING SERVICES. THE BLIND OWL SHALL NOT BEAR ANY LIABILITY TO THE FUNCTION SPONSOR, ANY FUNCTION PARTICIPANT OR ANY THIRD-PARTY MODIFICATION OR CANCELLATION OF THIS AGREEMENT RESULTING FROM SUCH OCCURRENCES. THE BLIND OWL BREWERY SHALL NOT BE LIABLE FOR ANY CONSEQUENT DAMAGES FOR ITS BREACH OF THIS AGREEMENT.

PAYMENT POLICY

A CREDIT CARD NUMBER IS REQUIRED TO RESERVE AND CONFIRM RESERVATION OF THE ROOM. THE FINAL BALANCE IS DUE AT THE CONCLUSION OF YOUR EVENT. ACCEPTED PAYMENT IS BY CASH, OR CREDIT CARD. CHECKS ARE NOT ACCEPTABLE FORMS OF PAYMENT.

CANCELLATION POLICY

IN THE EVENT OF CANCELLATION OF THIS CONTRACT THROUGH NO FAULT OF THE BLIND OWL BREWERY, THERE SHALL BE A CANCELLATION CHARGE ASSESSED ON ALL EVENTS AS FOLLOWS:

- ❖ 5 DAYS UP TO 48 HOURS PRIOR TO THE SCHEDULED EVENT: 25% OF THE FOOD AND BEVERAGE MINIMUM FOR THE ROOM.

- ❖ LESS THAN 48 HOURS PRIOR TO THE SCHEDULED EVENT: 50% OF THE FOOD AND BEVERAGE MINIMUM FOR THE ROOM.

PLEASE SIGN AND RETURN THIS CONTRACT ALONG WITH YOUR EVENT BREAKDOWN TO THE BLIND OWL BREWERY. UPON RECEIPT OF THE SIGNED CONTRACT, YOUR BOOKING ARRANGEMENTS WILL BECOME DEFINITE. THE EXECUTION OF THE AGREEMENT BY THE FUNCTION SPONSOR ACKNOWLEDGES ITS AGREEMENT OF THE TERMS AND CONDITIONS OF THIS AGREEMENT.

THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE BLIND OWL BREWERY AND FUNCTION SPONSOR. THIS AGREEMENT SUPERSEDES ALL WRITTEN AND ORAL COMMUNICATIONS AND MAY NOT BE AMENDED EXCEPT IN WRITING, WHEN SIGNED BY BOTH PARTIES.

YOUR SIGNATURE _____ **DATE** _____

NAME PRINTED _____

MANAGER SIGNATURE _____ **DATE** _____