

*OldYarmouth Inn - Service Agreement*

I \_\_\_\_\_ accept the terms of this contract and

hereby enclose a check/ credit card \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_ expiration date \_\_\_\_/\_\_\_\_/\_\_\_\_ in the amount of \$\_\_\_\_\_

for the initial down payment/deposit for our reception to be held on \_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_.

We anticipate a minimum of \_\_\_\_\_ guests and a maximum of \_\_\_\_\_ guests.

**The deposit structure is as follows:**

\$100 Luncheons - \$300 Rehearsal Dinners or Evening Banquets - \$1,000 Wedding Receptions

Our reception/party will be held in:

**Red Room:** 15-22 pp (*\$200 room fee for July & August for all parties of less than 15*)

**Main Dining Room:** 60-110pp (*evening events in July & August require open bar, passed hors d'oeuvres, Signature Buffet or Classic Wedding menu and 70 person minimum*)

**Main Dining Room with Tavern extension and Dance area:** 100pp

**Whole House:** 130 pp minimum

**Cancellation of reception/banquet date will be subject to forfeiture of deposit without exception.**

When booking banquet events, a non-refundable deposit is required to confirm the date and function space. For Wedding receptions, an additional deposit of 50% of the estimated total is payable by check 90 days before the event, the balance of the estimated total function cost must be paid 14 days prior to the scheduled event and payment in full for any balance made the day of the function.

All deposits are non-refundable and will be applied to the final bill. For all other Banquets, payment in full is expected on the day of the event unless prior arrangement has been made with Arpad Voros.

**Guarantee:** The guaranteed number of guests attending your banquet/reception is required seven (7) days in advance of your event date. You will be billed for this guaranteed number or the actual guest count, whichever is greater.

**Unless otherwise stated all prices are subject to 6.25% Sales Tax and 20% Gratuity**

I have **read** and **agree to** the terms of the attached Old Yarmouth Inn General Information for Banquets and Weddings as it is part of this Service Agreement.

Signed: \_\_\_\_\_  
Responsible Party

Signed: \_\_\_\_\_  
Representative of the Old Yarmouth Inn

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

