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EVENT CONTRACT

NAME OF EVENT: _____ DATE OF EVENT: _____
 ADDRESS: _____
 CITY/ZIP: _____ CITY/ZIP: _____
 NAME OF CLIENT: _____
 CELL PHONE: _____ WORK PHONE: _____
 E-MAIL: _____ E-MAIL: _____

The Client understands and agrees to the following terms and conditions applicable to this Contract.
A signature and deposit is required to hold a date.
All Prices are subject to change.
A 20% service charge and 6% sales tax will be added to the total bill.

Client is requesting to reserve the date _____ for a four hour event (the "Event"), at Stratigos Banquet Centre.
 A minimum of \$ _____ in food and beverages will be spent at your Event.
 This minimum does not include service charges, taxes, chair covers or specialty linens.
 All prices are subject to change.

Deposit Requirements

Stratigos Banquet Centre does not accept credit cards or debit cards. A non-refundable deposit is required to secure the date of your Event. This deposit does not secure a specific room. The deposit requirement for the Sunrise or Sunset Ballroom is \$ _____, and the Grand Ballroom is \$ _____. All deposits are deducted from your final bill.

Payment Requirements

Final payment must be received a minimum of two (2) weeks before your event date. Final payments are accepted in cash, money order, and certified check or approved organization check. No personal checks will be accepted as final payment. Any additions to your event can usually be made up to 48 hours in advance of your event. Payment for any additions in the last two (2) weeks before your event can be paid by cash, money order, or personal check no later than 24 hours before your function.

Policies and Procedures

All event details are to be finalized three (3) weeks before your event date. Your final count cannot decrease, nor be less than the minimum dollar amount required on this contract. Any changes made after this date may be subject to additional charges. Once you finalize your guest count, your Planner will supply you with a floor plan for your seating arrangements. Your completed seating chart must be received by Stratigos Banquet Centre one week before your event date or you will be subject of a \$275.00 fee. Centre doors will open at the agreed start time of your event. Stratigos reserves the right to monitor and control sound levels on all entertainment. Stratigos is not responsible for failure to perform due to weather, fire, or utility failure.

Additional Time

There will be an additional per person charge for adding one hour of bar service. This fee includes the use of the room and the clean up. The amount is based on your final number of confirmed guests. Your bar is not permitted to stay open past six hours. An additional hour without bar service is also available at a flat rental fee.

Food and Beverages

All food, all beverages (alcoholic & non-alcoholic), and enhancements must be purchased through Stratigos Banquet Centre, with the exception of cookies and cake. No food or beverage may be removed from the Centre with the exception of cookies and cake. The client is not permitted to bring any alcohol into the Centre. Stratigos Banquet Centre supplies trained bartenders for your Event. The bartenders are not permitted to pour shots of liquor, and reserve the right to refuse service at their discretion. The bar is open for four hours.

Vendors

Are not permitted to enter through the front doors. All vendor must enter the Centre through the Service entrance in the rear. All vendor set-ups are to be completed two hours before the Event start time. At the end of Your Event, all your vendors are permitted 45 minutes to complete their breakdowns. The Client will be charged if a vendor requires additional time.

Governing Law and Jurisdiction

This Event Contract is governed by and shall be construed in accordance with the laws of the Commonwealth of Pennsylvania. The parties to this Event Contract agree to submit all of their disputes arising out of or in connection with this Event Contract to the exclusive jurisdiction of the Court of Common Pleas of Westmoreland County, Pennsylvania.

Force Majeure Clause

No party shall be liable hereunder for any failure or delay in the performance of its obligations under this Event Contract if such failure delay is on account of a Force Majeure Event. For this Event Contract, a Force Majeure Event shall mean any causes beyond a party's reasonable control, including labor disputes, civil commotion, war, riots, floods, earthquakes, inclement weather, outage(s), governmental regulations or controls, pandemics, epidemics, disease outbreaks, public health emergencies, casualty, strikes, the unavailability of labor or materials to the extent the control of the party affected, embargoes, strife, acts of terrorism, acts of vandalism, or acts of God, in addition to any and all other events, deemed to render performance of this Event Contract or impossible under the laws the Commonwealth Pennsylvania, in which event the non-performing party shall be excused from its obligations for the period the delay. For this Event Contract, a Force Majeure Event does not excuse the parties from their obligations under the Deposit Section of this Event Contract.

Each party shall use reasonable efforts to notify the other party of a Force Majeure Event, its anticipated effect on performance, and expected duration, within ten (10) business days of its occurrence. The non-performing party shall furnish the other party with periodic reports regarding the progress of the Force Majeure Event. The non-performing party shall use commercially reasonable efforts to avoid or remove the causes of a Force Majeure Event and shall continue performance whenever such causes have been removed. When a Force Majeure Event occurs, the parties shall discuss what, if any, modification, of the terms of this agreement may be required to extend the Wedding contract so new event dates may be provided.

If performance is delayed over thirty (30) days due to a Force Majeure Event, the party not experiencing the delay may terminate this Agreement upon written notice. If the force Majeure affects the performance of the contract, the party that is subject to force Majeure shall promptly notify the other party and submit to the other party a sufficient and valid proof of Force Majeure within a reasonable period after the end of Force Majeure. Otherwise, the corresponding liability shall not be waived.

Signature: _____ Date: _____

Signature: _____ Date: _____

**Thank you for choosing Stratigos Banquet Centre.
We look forward to planning your special event with you!**