



## **Semi Private Contract**

### **Occupancy**

Warehouse Tap Room does not have a private room available for rent except for on Sundays. The bar area can act as a semi-private space for larger groups of 15-35.

### **Decorating Restrictions and Furniture**

Rearranging furniture is prohibited and may only be done by a restaurant team member if approved by the manager on duty. No candles, decorations, balloons, etc. are allowed in the bar area due to the space being shared with other guests. Warehouse Tap Room prohibits anything that may interfere with the operations of the restaurant. The manager on duty must approve any décor plans. Failure to comply with these rules will result in a minimum \$150 cleanup/damage fee.

### **Availability and Booking your Event**

Warehouse Tap Room is only available to host a larger group in the bar area Monday through Thursday, 11:00am – 6:00pm. All groups are booked on a first come, first serve basis and are only considered booked once a fully executed contract has been received by Warehouse Tap Room along with a credit card number/deposit to guarantee the space. Unfortunately, we are not able to hold dates.

### **Food and Beverage**

All food and beverage shall be supplied and prepared by Warehouse Tap Room as contracted. No client nor his/her guests may bring or remove any food or beverage from the event without prior written approval by WTR. A menu will be created based on the standard menu at Warehouse Tap Room and the food will be served buffet style. Due to health department regulations, no other food can be brought into the restaurant. A corkage fee of \$20 applies to any 750ml of wine and \$40 for a 1.5L bottle. Restaurant promotions are not valid during private events.

### **Price, Service Charges, Sales Tax and payment**

The price per person at Warehouse Tap Room for larger groups is \$15 per guest. \$15 includes all you can eat pizza and salad. All drinks are ordered separately and paid for individually by each guest. All food, beverage, service and audio-visual charges are subject to Maryland State Tax (the current rate is 6% for food and 9% for alcohol). Larger groups will be on one check. In addition, a 20% gratuity will be added to said check. One bill will be presented to the host and must be paid in full at the conclusion of the function.

### **Cancellation Policy**

The following fee(s) will apply to those who cancel their event:  
less than 24 hours notice.....50% of food and beverage minimum

**Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Name on Credit card:** \_\_\_\_\_

**Credit Card #:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_

**CVV:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_

**Signature:** \_\_\_\_\_