



## — banquet deposit policy —

Name \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Phone \_\_\_\_\_ Room \_\_\_\_\_ Amount \_\_\_\_\_

Size of Party \_\_\_\_\_ Guarantee \_\_\_\_\_

Date Deposit Received \_\_\_\_\_ By (Initial) \_\_\_\_\_

Band/DJ/Music \_\_\_\_\_ Time \_\_\_\_\_ Volume Control (Initial) \_\_\_\_\_

Decorating Entry Time \_\_\_\_\_ Exit Time \_\_\_\_\_ By(Initial) \_\_\_\_\_

Extra Amenities \_\_\_\_\_

**ALIO TO'S HAS THE RIGHT TO CONTROL THE VOLUME LEVEL OF ALL MUSIC AT ALL EVENTS.**

Music levels must be room appropriate, obscene lyrics will not be tolerated.

**DEPOSITS WILL NOT BE REFUNDED AS IT REPRESENTS A PAYMENT FOR RESERVATION OF THE ROOM.**

If the banquet must be canceled, the circumstances will be reviewed AFTER the original date of the banquet.

If we are able to rebook the room for a comparable party in size and time, it will then be determined how much, if any portion of the deposit will be refunded. If the room is not rebooked for a comparable party in size and time, there will be no possibility of refund.

**PRICES ARE SUBJECT TO CHANGE.** You must contact us 45 days prior to the event date for confirmation of prices.

Unless credit terms have been previously established, the entire payment amount is due to Alioto's 72 hours prior to the event in the form of cash or cashier's check. At no time will credit cards be accepted.

Groups requesting tax exemptions must submit a certificate of exemption 72 hours prior to the event.

No decorations may be attached to walls or ceilings in any of our banquet rooms. **NO CONFETTI ALLOWED!**

Groups are responsible for any physical damage to rooms and contents.

We are not responsible for any lost or forgotten items.

**Only a licensed bonded and insured company will be allowed to put on chair covers and sashes of any style.**

**A proof on insurance is required one week prior to the event. NO EXCEPTIONS!**

Initials \_\_\_\_\_ Initials \_\_\_\_\_

Signature \_\_\_\_\_