



BANQUET / OUTDOOR CATERING ENQUIRY

NAME:.....

MOBILE NUMBER:.....

OFFICE NUMBER:.....

RESIDENCE NUMBER:.....

EMAIL ID 1:.....

EMAIL ID 2:.....

DATE:..... DAY:.....NUMBER OF GUESTS:.....

TYPE OF FUNCTION:..... TIMINGS:.....

SPECIAL MENU INSTRUCTIONS:.....

OTHER DETAILS:.....

THE FOLLOWING RULES APPLY:

- * All guests will be charged on guarantee number of guests or the actual number of guests whichever is higher.
- * In case of functions with ticket sales, the function will only be confirmed on receiving 100% advance.
- * In case of any function requiring government permissions /approvals, it is the responsibility of the guests to procure the same atleast 14 days in advance failing which the function will be cancelled.
- * In case of any government fines pertaining to function with permissions / approval, the fine will be borne by guest.
- * In case of cancellation of function 7 days prior to the date the hotel will charge 50% as retention charges. Cancellation upto 48 hrs before the function the guests will be charged full amount as retention charges.
- * 50% of the payment has to be made in advance during confirmation of the function and the balance 50% to be settled on the same day of function.