

The Combine Rooftop Reservation Form



Name: _____

Email: _____

Phone Number: _____

Date/Time of event: _____

Number Of Guest: _____

\$500 minimum on Catering Services (\$150 deposit)

\$500 minimum on Bartending Services

Bartending Services yes no

Catering yes no

(Remaining balance for catering due 1 week prior to event or contract is void. Any changes need to be communicated to coordinator at least 1 week prior to event)

Event details/Notes

Guidelines: \$150 Non-Refundable deposit due upfront to hold the date.

Deposit goes towards owners of the building for rental and clean up crew. Copy of ID required at the time of booking. All trash must be removed from premises prior to the end of event.

Please check out with one of our host prior to leaving.

NO Outside food OR drinks allowed!

- Approval process for all applicants
- Security needed for event? yes no
- Venue must be booked at least 1 month prior to event.
- Any damages caused during the event will be the responsibility of the signed party.
- If a client wants an alcohol free event, non-alcoholic beverages can be applied to the minimum of Catering services.

Residents of the building are encouraged to inquire about availability 7 days prior to desired date. We will not hold date without prior notice due to the possibility of missing out on other events.

I agree to the above terms and conditions.

Client Signature/ Date

The Combine Rep Signature/ Date