



BANQUET AGREEMENT

Contact Person: _____ **Event Date:** _____

Phone Number: _____ **Event Time:** _____

_____ **Expected # of Guests:** _____

Function: _____ **Guaranteed # of Guests:** _____

Required three days prior to event.

Bar Service: Host _____ Non Host _____

Special instructions: _____

I agree to abide by the following terms and conditions:

A **\$250.00** deposit applies to all *private & semi-private* parties of **25 guests** or more. Scheduled events are based on a **FOUR (4) HOUR PERIOD**.

Cacti requires a two (2) week advance cancellation notice. User fee refund will only apply if cancellation is received by: Date:

The final guest count and food item selection is required 7 business days in advance of the event.

If Cacti is not advised (7) days prior to your event, the estimated guest figure will automatically become your guaranteed number. Charges will be made in accordance to the guaranteed number.

Cacti provides a selection of banquet desserts. If you wish to provide your own we will present, plate and serve you for \$2.00 per guest. Cacti will help you choice a wine from our wine list, if you would like to provide your own wine we will uncork and serve your wine for a fee of \$12.00 per 750 ml bottle.

20% gratuity will be added to all prices.
9% Marin County sales tax will be added to all prices.

Reservations are 'confirmed' when a signed agreement and \$250.00 fee is paid.

BALANCE: Due in full the day of the function payable by cash or credit card.

Name: _____ **Date:** _____

Credit Card # _____ **Type** _____ **EXP** _____ **CVV#** _____