



## PRIVATE DINING INFORMATION & CONTRACT

**ROOM CAPACITY:** *Amelia's Private Room*-Maximum 26 guests, the room can be booked as a seated dinner, or cocktail style with a private bar.

**The Brasserie**-This is a complete restaurant with a private bar, maximum 34 guests for a seated dinner, or a 54 person maximum for a cocktail style party.

Below are the food and beverage minimums for Amelia's Private Room & The Brasserie

~**Amelia's Private Dining Room**-Tuesday, Wednesday and Thursday-\$750

~**Amelia's Private Dining Room**-Friday and Saturday-\$1500

~**Amelia's Wood Fired Cuisine Restaurant Buyout Tuesday**-Thursday-\$5,000

~**Amelia's Wood Fired Cuisine Restaurant Buyout Friday & Saturday**-\$10,000

~**The Brasserie Private Events**-\$2,500

\*Food and beverage minimums are calculated before tax and gratuity

**MENU SELECTION:** Depending on the type of party you may order from our open menu, our prix fixe menu, or we can develop a custom menu. We offer a four course prix fixe menu in which we will work with our chefs to choose options from our current seasonal menu. For custom menus we will have a meeting with our Executive Chef to get an idea of your vision and will provide a custom menu for you to edit and one rewrite of the menu. Additional rewrites are \$100 per menu. Note that all private events at the Brasserie will have a custom menu. Guest count for custom menus must be confirmed seven days prior to event, event billing is based on confirmed guest count.

**CONTRACT and DEPOSIT:** A signed Private Dining Contract and a two hundred dollar (\$200.00) deposit is required to guarantee your reservation. Please note that the \$200 deposit will be used as a credit the night of the event. For cancellations occurring within seven days of the event the deposit is forfeited.

**FOOD AND BEVERAGE:** All food and beverage must be purchased and prepared through Amelia's Wood Fired Cuisine with the exceptions of celebratory cakes and desserts such as wedding cakes and birthday cakes.

**TAX AND GRATUITY:** Gratuity of 20% will be added to the subtotal. Oklahoma Sales Tax is 8.52% and Liquor Tax is 13.5%.

**DECORATIONS:** Guests are welcome to decorate as they please. We ask that no table confetti or glitter be used in decorating the private dining room or Brasserie.

**PARKING:** If you would like to provide valet parking for your guest an additional charge of

\$200 dollars will be added to the bill. We provide valet parking on some weekends when high volume is expected for \$7 a car. We use Royal Valet for this service. Otherwise street parking is free after 5:00.



AMELIA'S

### PRIVATE DINING CONTRACT FORM & DEPOSIT

TODAY'S DATE \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_

TYPE OF EVENT \_\_\_\_\_

GUEST COUNT ESTIMATE \_\_\_\_\_

ARRIVAL TIME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

**\$200 DEPOSIT REQUIRED**

CHECK \_\_\_\_\_ CASH \_\_\_\_\_ MASTERCARD \_\_\_\_\_ VISA \_\_\_\_\_ AMEX \_\_\_\_\_  
DISCOVER \_\_\_\_\_

CREDIT CARD # \_\_\_\_\_ EXP DATE \_\_\_\_\_

NAME AS IT APPEARS ON CARD \_\_\_\_\_

I hereby authorize Amelia's Wood Fired Cuisine to debit the above credit card in the amount of two hundred dollars to be applied as a security deposit for the above reservation.

This private dining contract constitutes the entire agreement between parties and may not be modified or amended except by an instrument in writing signed by both the client and Amelia's Wood Fired Cuisine. The undersigned acknowledges that he/she has read and understands the Private Dining Contract including this page and; preceding pages by signing and dating below and undersigned accepts this contract and agrees to comply with the same.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please email this page to [events@ambrdininggroup.com](mailto:events@ambrdininggroup.com) to secure your event.