

Celebrate with us!

Minimum 45 guests ... Maximum 80 guests

When you choose to celebrate at Sheridan's, it becomes our mission to make it the most memorable event you and your guests will ever attend. We take pride in providing our guests with the highest quality cuisine, service and amenities. We are happy to assist you in planning an event distinctly tailored to your needs and ensure the time before, during and after your stay is completely worry free. Below is information on our fees and services.

Facility Rate Information... Our reservation fee is \$300.00 for the date _____ of your **3 Hour Private Event**. Number of **anticipated attendee's** _____. This fee is non refundable and is required upon booking to reserve your date. **At the close of your event \$200.00 of that fee will be applied to your total balance due.** Booking an event requires a guarantee guest count and menu selections seven business days prior to your event. Guest choices must be denoted at table by the host. You as our patron agree to pay the difference if your guest count is below the agreed upon minimum. The minimum does not include children's dinners. If event is cancelled at any time you forfeit the rental fee. The day of your event we accept all major credit cards or a cashier check for final payment.

Email:

Hours of Operation... Sheridan's is open seven days a week serving brunch from 7a.m.-3 p.m. Private dinner events may begin at 4p.m. and final bar call at 9:30 p.m. The facility is closed Independence Day, Thanksgiving and Christmas Day therefore not available for rental.

Taste & Toast... The quality of our food is what sets our meal service apart from the others. From the cut of meat to the sauce on our own garden vegetables, we use the freshest ingredients possible to create flavors your guests will savor!

- All meals are table service and include custom menus for your guests.
- **Private events require a minimum of 45 guests or a total food/beverage/hotel minimum of \$2,000.00**
- Maximum of two night hotel rental will apply to private event minimum
- Outdoor events or fire pit rental will require an additional five (5) courtyard rooms for a one (1) night stay.
- Menu selections may be customized on proportions or dietary variations to fit your needs.
- Several bar options are available such as Hosted, Cash or On Consumption. Our bartender/barista offers coffee drinks, cocktails, wine and a selection of bottled import, domestic and craft beers.
- An additional 5.65% sales/expo tax and 20% service fee will be added to final bill.

Dessert & Beverage Service... Sheridan's offers a variety of delicious cake selections by our very own Pastry Chef for guests to enjoy. **Dessert service is \$8.00 per guest. This includes: unlimited Valentine™ regular and decaf coffee, selections of Rishi teas, Coke products during dining service** and one serving of custom dessert per guest. You may choose to serve a cake supplied by an outside licensed bakery with a service fee of \$1.75 per slice per person.

Stylish Dining... Cloth napkins will be black unless otherwise specified and are complimentary. Additional table linens or colored napkins are an additional cost and will be quoted upon request. Tea-light candles are provided at no additional cost. Flowers are welcomed and can be used in Sheridan's complimentary bud vases. Custom centerpieces and other adornments may be used with prior approval by management.

Rest and Relax... Our beautiful wine region themed rooms feature top quality amenities and furnishings.

- Reserve eleven guestrooms and enjoy a 50% discount off a Luxury guestroom.
- Rates vary by time of year. Currently rooms range from \$120.00 to \$165.00 a night.
- Hotel reservation includes one BOGO 1/2 off brunch coupon
- Check website www.sheridanhouseandcafe.com for all facility details
- Hotel rentals are subject to 15.1% room tax.

Signature:

Date Signed:

Contact Phone:

Event Time:

Management Signature:

Event Type:

Guest (s) of Honor:

***Contract subject to change*