

The Branding Iron
835 6th St, Suite 3
Nevada, IA 50201
Phone: 515-382-3281
Cell: 515-450-1592
Fax: 641-377-3483
Email: Shellie@eatbrandingiron.com

Special Event Agreement

Date of Event: _____ Type of Event: _____

Arrival Time: _____ Social Hour _____ Number of Guests _____

Preferred Seating: Secluded Area _____ Party Room _____

Payment Method: Individual Bill _____ Company Bill _____ One Bill _____

Name _____ Company _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email: _____

All charges will be based upon the guaranteed or actual number of guests whichever is greater.

All beverages, sales tax and 18% gratuity, will be an additional charge.

Guarantee of the final number of guests is required 72 hours prior to the event.

In the event the client does not confirm the guest count, the original number of guest specified above will be utilized as the guaranteed number.

All events are meal prepared unless arrangements to grill your own are agreed upon prior to event date.

Menu selection must be confirmed two weeks prior to the event.

Special occasion desserts may be arranged for you at an additional charge.

The patron agrees to comply with the State of Iowa under-age drinking ordinance.

A credit card is required to guarantee your reservation and must be filled out completely. Please note: we will NOT charge your card, it is only to hold your party date OR for non-cancellation fees listed below:

Card Type _____ Number _____

Expiration Date _____ Name on card _____

Cancellation policy: Cancellation must occur 7 days in advance or a fee of 10% will be charged to the above credit card listed. Cancellation less than 72 hours will result in a cancellation charge based on 50% of the guaranteed number of guests. If no card is provided, the undersigned agrees to pay the above cancellation fees in full if applicable.

Your signature is required to finalize this agreement. I have read and accept all of the above;

Signature: _____ Date: _____