



Date of Event \_\_\_\_\_

Time of Event \_\_\_\_\_

# of Guests \_\_\_\_\_

Event Occasion \_\_\_\_\_

circle one

Main Dining Room

Restaurant Buy Out

Bar Selection \_\_\_\_\_

Person Booking \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

For Office Use Only

Minimum \_\_\_\_\_

Deposit Amount \_\_\_\_\_

Final Menu Selection By: \_\_\_\_\_

Last Day to Cancel for Full Refund: \_\_\_\_\_

Last Day to Cancel for 50% Refund: \_\_\_\_\_

Additional Hours \_\_\_\_\_

**By signing below and providing a credit card deposit, I agree to the following:**

- To reserve the room, I must issue credit card information and pay the deposit on the day the contract is signed.
- A food and beverage minimum is required based on the time and day of the week.
- All food, alcoholic and nonalcoholic beverages ordered accumulate towards the required minimum. Tax, gratuity, membership fee, purchase of Pub Dog gear or gift cards do not count towards the room minimum.
- If the minimum is not met during the event, an open charge for the remaining amount will be added to the final bill in the form of a room rental fee.
- All deposits are required to hold the reservation date and time and will be deducted from the final bill at the conclusion of the event.
- Payment is due at the conclusion of the event.
- Final menu selections are due ten (10) days before the event, at which point the deposit becomes non refundable.
- If the event is cancelled less than 48 hours before the event date, the credit card on file will be charged 50% of the agreement amount.
- If the event is cancelled the day of the event, the credit card on file will be charged 100% of the agreement amount.
- All cancellations must be in writing.
- THE FOOD AND BEVERAGE MINIMUM SPEND DOES NOT INCLUDE COLORADO SALES TAX, 15% GRATUITY OR 3% MEMBERSHIP FEE.
- No outside food or drink can be brought in without management's approval.
- All members of my group must adhere to the list of rules set forth by Pub Dog Colorado.
- I understand that I am solely responsible for any illness, injury or damages caused by any dogs present at my event.

Name on Card \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV Code \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

