

Rodizio Grill - Event / Group Contact form

Event Date:	Start time:	Headcount:	
-------------	-------------	------------	--

CONTACT INFORMATION:

Group name:		Contact Name:
Phone No.:		Email:
Other:		

EVENT INFO: (circle one)

<u>Celebration:</u>	<u>Corporate:</u>
Anniversary	Seminar/Training
Birthday	Client Appreciation
Family Gathering	Employee Apprec.
School Function	Holiday
Graduation	Luncheon
Wedding	Networking
Rehearsal Dinner	Retirement
Other: _____	

FOOD / DRINK INFO:

Dessert (Y/N):	
Cash Bar (Y/N):	
Open Bar (Y/N):	
(limit on open bar?)	
Non-alcoholic (Y/N):	
Non-Brazilian (Y/N):	
AV needed: Y / N	
Relay to guest:	
Occ Tax - 2%; Tax - 7.25%; Gratuity - 22%	

Room/area, max. guest & min. budgets

Room / area	Min. budget req.	Max. guests
Conference Room	none	24
Skybox	none	40
South Bar	Lun 23.99; Din \$39.99	60
Alegria Lounge	none	24
Entire Bar	Lun 23.99; Din \$39.99	100
Bar & Conf. Room	Lun 23.99; Din \$39.99	124
Entire Restaurant	Lun 23.99; Din \$39.99	325

NOTES re prior bookings:

Who, what, where, when?

RODIZIO GROUP EVENT POLICY: (review with guest)

- ☐ - Final headcount required 48 hours in advance. Variations +/- guests may incur charge.
- ☐ - In the event of a no-show or cancellation within 48 hours of the scheduled start time, the credit card listed will be charged a \$250 fee.
- ☐ - Final payment is due the day of the event.
- ☐ - Separate checks are not available for parties
- ☐ - Only discounts or promotional coupons to Business Group/Corporate events allowed. Rodizio Grill promotions & discounts designed for individual guests not permitted.

Rodizio employee taking call: _____	Date: _____
-------------------------------------	-------------

Info package sent: Y / N	By: _____	Date: _____
Credit Card # (only charged for no shows)	Exp: _____	
	CVV# _____	Zip Code _____