



## 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.

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

~**Amelia's Private Dining Room**-Monday, Tuesday, Wednesday and Thursday-\$1500

~**Amelia's Private Dining Room**-Friday and Saturday-\$1800

~**Amelia's Wood Fired Cuisine Restaurant Buyout Tuesday**-Thursday-\$7,000

~**Amelia's Wood Fired Cuisine Restaurant Buyout Friday & Saturday**-\$12,000

\*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, four course prix fixe menu, five to seven course tasting, or we can develop a custom menu.

-Open menu-guest order from the current dinner menu (parties over 16 must do the prix fixe menu or a modified menu reducing the amount of entrees offered)

-Four course prix fixe-we will work with our chefs to choose options from our current seasonal menu. \$80 a person

-Five to seven course tasting menus are meant to be fun and exploratory chef chosen meals where we cook for you and your group. Five course \$85 - Seven Course \$110

-Custom menus include a meeting with our Executive Chef to get an idea of your vision and will provide a custom menu for you to edit and then one rewrite of the menu. Additional rewrites are \$100 per menu. Guest count for custom menus must be confirmed seven days prior to the event, event billing is based on confirmed guest count.

**CONTRACT:** A signed Private Dining Contract and a credit card are required at time of booking.

**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.

**SPLIT CHECKS:** We do not allow split checks on private events. We can divide the total between several credit cards either splitting the check evenly or the host can tell us the amount to charge each card.

**TAX AND GRATUITY:** Gratuity of 18% will be added to the subtotal. Oklahoma Sales Tax is 8.52% and Liquor Tax is 13.5%.

**KITCHEN SERVICE CHARGE:** A 5% kitchen service charge is added to all checks. The charge is split between all members of our hourly back of house staff in an effort to maintain an income structure that is fair and balanced between the front and back of house.

**PARKING:** We provide valet parking Thursday, Friday and Saturday evenings when for \$10 a car. We use Royal Valet for this service. Otherwise street parking is free after 5:00. If you would like to add valet parking during a weeknight it is \$200 and the charge will be added to your final bill.



AMELIA'S

## PRIVATE DINING CONTRACT FORM & DEPOSIT

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

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

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

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

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

TYPE OF MENU (OPEN, PRIX FIXE, TASTING) \_\_\_\_\_

\*PARTIES OVER 16 MUST ORDER FROM THE PRIX FIXE MENU OR DISCUSS AN ALTERNATE MENU WITH THE CHEF

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 [aeesley@ambrdininggroup.com](mailto:aeesley@ambrdininggroup.com) to secure your event.