

Middle Villa Inn Banquet Room Contract & Deposit Form

Date of the event _____ Name _____

Banquet Room _____ Apx.. # of people _____

Minimum Sales Requirement * _____

* The minimum sales listed may be less depending on what month you book.
Greenery \$5,000.00, Meadows \$3,250.00, Fireside \$500.00

Deposit paid _____ (check, cc, cash) Date paid _____
(Deposits are non refundable)

	<u>Main Contact Person</u>	<u>Secondary Contact Person</u>
Name	_____	_____
email	_____	_____
Phone #	_____	_____
Cell #	_____	_____
address	_____	_____
	_____	_____

Bride & Groom's first names _____

Parent's Names: Bride _____
Groom _____

Do you plan on doing assigned seating? ___Yes ___No
(office: Did they receive room diagram with instructions ___Yes ___No)

Do you plan on having your ceremony here? ___Yes ___No
(office: Did they receive the Ceremony policy? ___Yes ___No)

Paying your deposit affirms that you have read, understand and agree to abide by the policies of Middle Villa Inn.