



MACARTHUR  
PARK

# Contract

Client/Organization NBER	Event Date 3/21/2019 (Thu)	Telephone (617) 588-0384	Fax ( )	Event # E06940
City, St Zip 1050 Massachusetts Ave #3, Cambridge, MA 02138		Booking Contact Rob Shannon	Site Contact Rob Shannon	Guests 80 (Pln)

### BANQUET ROOMS

Banquet Room	Setup Style	Start	End	Arrival	Departure	Description
Veteran's Room	Rounds	6:00 pm	9:00 pm			Dinner Plated
<b>Setup Notes</b>						
2500++						
no-host valet						
10 rounds of 8						
bro napkins - candles						

### FOOD & SERVICE ITEMS

Food/Service Items	Price	Qty	Tot
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**Beer, Wine and Nonalcoholic Beverages only - priced as ordered**

see wines below

**No Hors D Oeuvres Ordered**

**The Smokehouse**

45.00 80 3,600.00

Counts of each entrée are required for groups of 40 and more with guests' meal

preference at each place setting

*One person lactose intolerant and one with nut allergies*

**Salad**

**MacPark Organic Green Salad**

Carrot, Fennel & Cucumber - House Vinaigrette

Choice of max 4 entrees

**Grilled Herbed Chicken Breast**

Mashed Potatoes and Seasonal Vegetables

**13 Vegetarian Risotto**

Asparagus Wild Arugula, Mushrooms, Preserve Lemon & Herbs

**Dessert**


**Seasonal Fruit Tart**

**Coffee and tea service**

**Alexander Valley Chardonnay, Alexander Valley, '16**

36.00 7 252.00

St Supery , Napa Valley 17 Sauvignon Blanc Per Bottle	38.00	7	266.00
Alexander Valley Vineyards, Alexander Valley, Cabernet '16	42.00	7	294.00
Duckhorn "Decoy", Sonoma County, '16 Pinot Noir Per Bottle	44.00	7	308.00
<u>estimated 3% living wage surcharge based on above costs</u>	141.60	1	141.60

Subtotal	4,861.60	Paid	1,000.00	Pay Method	Card Number
Tax	525.05	Balance	5,358.97	Card Type	REF/CID
Service Charge	972.32			Card Holder	REF/CID
Tot	6,358.97			Signature	

### Terms and Conditions

An initial 50% , or agreed deposit, of the estimated cost [including service charge and tax] is required for all event bookings. The deposit confirms the date and is applied to the total billing.

Payment may be made by cash, check or credit card. The deposit is non-refundable and applied to the total billing.

A final count of attendees is required three working days (72 hours) before the event. If the final count is less than the number confirmed 3 days prior, you will be charged for the number confirmed. If the final count is greater than the number confirmed you will be charged for the number in attendance.

All unmet food and beverage minimum will be applied as a room rental fee.

Any room or set-up changes same day will incur an additional labor fee.

A 20% service charge and 9.00% California State tax is applied to the invoice. A 3% living wage surcharge will apply to all invoices. Due to requirements of the State Board of Equalization, you will be charged sales tax on the total of the food, beverage and service charge.

No outside Food or Wine will be permitted without the consent of MacArthur Park. Wedding cakes - are the exception. In the event of permission, the following charges will be applied:

Wine: a corkage fee of \$20 per 750 ml bottle. The wine must not be on our wine list.

Cake or dessert: a charge of \$2.50 per person. (Weddings, please inquire)

The above does not apply for off site catering, delivery or drop off.

No food is permitted to be taken from premise (Buffets)

A final billing will be presented at the conclusion of the event, reflecting the actual costs less the deposit made. It is expected that the final bill will be paid by credit card, cash or check at the completion of the event. If a check is going to be used for payment, arrangements must be made in advance.

Client:



Date: 3.14.19