



INDO GROUP DINING POLICY

Open tab will be charged on the credit card at the end of the night. The menu price per person doesn't include 9% sales tax and 20% gratuity.

INDO Restaurant cannot guarantee accommodating changes occurring 24 hours or less prior to the event. Depending on the requested changes, the client may incur additional charges.

This final guest count (20) will be the number that you will be contractually obligated to pay for at the conclusion of the event, regardless of the actual attendees.

Once given, the guest count can increase but not decrease. Additional guests will be billed for at the pre-determined per person food cost. The balance due for the event shall be payable in full at the conclusion of your event.

Client will be charged no less than the minimum fee. The minimum total of the event will be the final guest count () that is served the \$45 group menu + Additional drinks/food that client will consume at the event + 20% Gratuity + 9% Tax.

Client will be issued a final bill at the end of the event.

If cancellation occurs less than fourteen days before the date of the event (Reservations in December need forty-five days' notice), one half of the specified food & beverage agreement plus tax is due.



CREDIT CARD AUTHORIZATION FORM

Company: NBER

Name as printed on Credit Card: ROBERT SHANNON

Card Number: 3782.6286.7884.033

Credit Card type: Master Card Visa American Express

Expiration Date: 9123 SVV: 9625

Billing Address: 1050 MASS. AVE.

City: CAMBRIDGE State: MA ZIP: 02138

Phone: 6175880384 Fax: _____

Email: RSHANNON@NBER.ORG

Authorized Amount TBD.

Event Date 1-6-20

I, ROBERT SHANNON, authorize INDO Restaurant & Lounge to charge my credit card for the amount listed above.

Signature: [Handwritten Signature] Date: 12-10-19