

SOCIAL EVENT VENUE
Room reservation fee $50 an hour (minimum 2 hours)
Plus $35 cleaning fee: (1⁄2 hour set up and 1⁄2 hour tear down)
Catering is A la Carte

Individual Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
BusinessName:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State\_\_\_\_\_\_\_\_\_\_\_\_Zip\_\_\_\_\_\_\_\_ Date of Event\_\_\_\_\_\_\_\_\_\_\_\_\_\_Time of event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Type of Event\_\_\_\_\_\_\_\_\_\_\_\_\_ \*Room Fee: # Hours\_\_\_\_x $50 +$35=\_\_\_\_\_\_\_\_\_Deposit\_\_\_\_\_\_\_\_Cash\_\_\_\_\_\_Check#\_\_\_\_\_\_ Date Balance is Due\_\_\_\_\_\_\_\_\_\_\_\_\_\_Amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cash\_\_\_\_\_\_\_\_\_\_Check#\_\_\_\_\_\_ CC#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EXP\_\_\_\_\_\_\_\_\_\_\_CODE\_\_\_\_\_\_\_\_\_\_ Special Requests:

\_\_\_\_Catering ~ (Choose from our menus or we can customize your catering to your event~ ask for a quote)
\_\_\_\_Beverage Bar ($35 includes carafe (3 liters) of coffee w/condiments ~ tea and infused water additional carafe of coffee is $20)
\_\_\_\_Adult Beverage Bar (BYOB $50 for beer and wine set up/ $100 for mixed cocktails set up)
\_\_\_\_White Board
\_\_\_\_Projector
\_\_\_\_Microphone w/ speakers
\_\_\_\_Music Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ All reservations once confirmed require a 50% deposit / Balance to be paid 2 weeks before the event

Ellijay Coffeehouse • 706-635-5565
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