



# THE GIN MILL

## Mezzanine Rental Agreement

Parties of 14 or more.

Thank you for choosing The Gin Mill for your event!

Contact Name: \_\_\_\_\_

Date and Time of Event: \_\_\_\_\_

# of Guests \_\_\_\_\_

Contact Signature: \_\_\_\_\_

Credit Card #:	
Expiration Date:	
3 Digit Security Number:	
Phone # :	

### Terms

- Credit card info will be taken and held until the day of the reservation. If the party fails to show up, or cancel within 48 hours of their reservation, the full deposit amount will be charged for the reservation. \$250 for a weeknight, \$500 for a Friday or Saturday.
- The mezzanine will be held for no longer than 30 minutes for the party to arrive. If half the party has not arrived within the allotted time frame, the CC will be charged for the deposit, and the reservation will be canceled.
- One round of entrée orders will be permitted for the renting party. After the initial order is taken, there will be no more orders taken for guests who arrive late. This has been an ongoing issue.
- A minimum purchase amount must be met when renting the Mezzanine area. Monday – Thursday \$500, Friday or Saturday \$1000. If the full amount is not met by the party, the difference will be charged to the card on file. We will not split the dollar amount difference between guests if there is a remainder amount due.
- The card on file will be charged for any open checks that do not get paid at the end of the evening.
- We do not accept cash for deposits, Credit/Debit Card only.
- The card on file will be run for a minimal charge at the time and confirmation of the reservation, and then refunded to verify funds.

*We look forward to having you as our guests!*