



## **BANQUET ROOM DETAILS**

Our banquet space is a formal dinner experience. To create this memorable experience, we do use place mats, napkin rings, silk-colored napkins, and water goblets. A minimum of 10 guests required to book the banquet space and is reserved for 3 hours. We do require payment to be presented and paid for on one bill that includes a 20% or \$200 service charge, whichever is greater when the final bill is presented. The banquet manager will be the main contact for the duration of your event planning process.

### **CASA 1884**

This room has a special meaning behind the name. 1884 was the year that Kuna was established. Kuna has been the home of our restaurant for the past 20 years. Enrique's wanted to honor our beautiful town by naming this room House of Kuna (1884). This elegant room holds 44 guests comfortably. With soft grey suede seats and personally built tables by Enrique himself, creates a fun and memorable room for any event. Whether you are celebrating a birthday, having a meeting or a friendly gathering this room will leave you with amazing memories!

### **SAN MIGUEL**

This room also has a special meaning behind the name. When Enrique and Ana began their adventure in the restaurant industry her brother Miguel helped them financially. To show their appreciation for all is support they named this fun room after him. San Miguel is a classy private lounge room that holds 20 guests comfortably. Featuring a beautiful stone fire pit with blue glass and outdoor patio seating overlooking Indian Creek. There is a large dining table for a formal dinner with your close friends and family. This room also includes a fireplace to warm those cold days or set the mood.

## **MENU OPTIONS**

In consultation with Enrique's, the guest will select one preset dinner menu to be coursed that evening. Four menu options will be provided. The sample menus can easily be modified and customized to fit your party's needs. Prices for customized menu vary on item selection. The menu is required to be finalized the week before the event to ensure proper provision and timely service.

## **VERIFICATION OF NUMBER OF ATTENDEES**

The minimum guest guarantees are due one week (7 days) prior to the event date. This is to ensure the room has proper seating for the number of guests requested. Should Enrique's Mexican Restaurant not receive the requested final expected guaranteed attendance at least one week (7 days) prior to the event, Enrique's Mexican Restaurant will prepare for the original estimated attendance amount and charge for the original estimated attendance amount or the number actually in attendance, whichever is greater. The final guaranteed attendance is not subject to reduction.

## **PAYMENT POLICY**

A non-refundable deposit of \$300 is due to save the date. The deposit will be used towards your total balance at the end of your event. If the deposit is not received, we cannot guarantee the date will still be available. Payment will be sent via email to pay with a card online or payment can be received over the phone or in person.

If you agree with the terms and agreements, please fill out the Banquet Details and Booking below. Once you sign and return the agreement, along with the required deposit of \$300.00, your reservation will be confirmed and considered a definite booking.

## **CANCELLATION POLICY**

Please allow a 48-hour notice for cancelation. If a cancelation does occur the \$300 deposit is not refundable. The banquet manager can assist in choosing a different date and time that accommodates your changes.

## **MISCELLANEOUS**

The final bill must reflect 80% attendance. If, unexpectedly, it does not meet the 80% attendance requirement, the final bill will be adjusted accordingly until the 80% is met based on the menu chosen to be coursed that evening. Any additional items ordered will be put on one's bill.

Happy hour and discounts are not permitted in the banquet spaces.

## **DECORATIONS**

The room will be lightly decorated with the current decorations we have for the season. You are more than welcome to bring your own decorations. Please, note we do not allow any taping, thumb tacking, etc. to our walls.

By signing this form, you are agreeing with the terms and agreements put forward by Enrique's Mexican Restaurant to reserve the private space:

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# BANQUET ROOM DETAILS AND BOOKING

Event Date: \_\_\_\_\_

Estimated Guest Count: \_\_\_\_\_

Required

Event Name: \_\_\_\_\_

## CONTACT INFORMATION FOR EVENT

Main Contact: \_\_\_\_\_

Main Contact Telephone #: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

## EVENT INFORMATION

Expected Arrival Time: \_\_\_\_\_ am/pm

Expected End Time: \_\_\_\_\_ am/pm

### Restaurant Hours:

3 hours after start time.

Tuesday – Thursday: 3 pm – 9 pm

Friday: 3 pm – 10 pm

Saturday: 12 pm – 10 pm

Sunday – Monday: CLOSED

### Menu Option (circle one):

See Menus for descriptions

Menu #1

\$70

Menu #2

\$60

Menu #3

\$60

Menu #4

\$50

### Alcohol Allowed on Ticket?

Circle one.

YES

NO

BAR TAB: \_\_\_\_\_

Comments regarding Event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# CLOTH NAPKIN COLOR SELECTION

Please select the napkin color option to be used for your event.



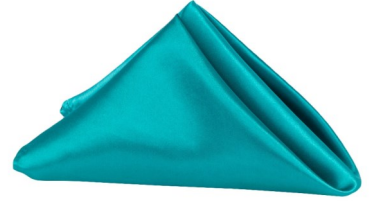
Dusty Rose/Mauve



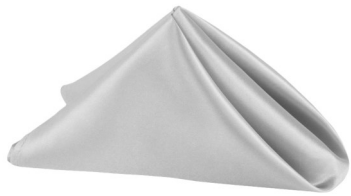
Navy Blue



Blush/Rose Gold



Dark Turquoise



Silver



Grey Taffeta



Plum/Eggplant



Gold Taffeta



Pewter



Black



Apple Red



Dusty Blue

# NAPKIN RING STYLE SELECTION

Please select the napkin ring option to be used for your event.



Silver



Gold



Silver Curl