

DUBLIN SQUARE IRISH PUB & RESTAURANT

PRIVATE PARTIES CONTRACT

Thank you for considering Dublin Square Irish Pub & Restaurant for your special occasion! Please read the following terms of agreement carefully.

SPACE RESERVATION: The total room rental fee for the reserved _____ room is: \$_____. The event space will be held for Patron, upon receipt of both the signed contract ("Private Parties Contract") and 50% room rental deposit. Until such time, we unfortunately cannot guarantee the date of the event.

ROOM DEPOSIT: There will be a minimum room rental fee of **\$250.00** for all events held **Sunday through Wednesday**, and a **\$400.00** room rental fee for events held **Thursday through Saturday**. Half of the room rental fee is due at the time of booking and is **non-refundable**. The rental fee includes use of the room for the event's specified scheduled time frames, set-up/clean up, house linens (color options may be available upon request), black table skirting for specialty tables, stemware, flatware, coat closets/racks, audio/visual amenities and podium.

PAYMENT: The entire balance is due payable in cash, or by major credit card (Visa, Master Card and/or American Express) at the close of the scheduled Event. (Total balance due will include food and beverage costs, 20% service gratuity, and any/all applicable miscellaneous fees.) If, at the conclusion of your Event, your total bill exceeds the amount paid, you will be charged for any/all additional expenses with the credit card provided ("Credit Card Authorization"). For corporate billing, please make contact us in advance to make arrangements. Also, please note for tax exempt billing, Form 3372, Michigan Sales & Use Certificate of Tax Exemption is required prior to the scheduled event.

SERVICE CHARGE: A **20% gratuity** will be added to Patron's total bill to be dispersed as gratuities to servers, bartenders, host/hostess and security persons who work the event. All events will be charged Six Percent (6%) Michigan Sales Tax. Arrangements for tax exempt billing need be made in advance and Form 3372, Michigan Sales & Use Certificate of Tax Exemption is required.

CANCELLATION AND PERFORMANCE: All private parties must be cancelled 48 hours prior to the scheduled event. Any event cancelled less than 48 hours of the scheduled event will be charged a non-refundable **\$200.00 cancellation fee**. We do however, reserve the right to waive the cancellation fee at our sole discretion and without discrimination.

OUTSIDE FOOD AND BEVERAGE: ALCOHOLIC BEVERAGES MAY NOT BE BROUGHT INTO DUBLIN SQUARE IRISH PUB & RESTAURANT FROM OUTSIDE SOURCES. Patron acknowledges that the sale, service and consumption of alcoholic beverages are regulated by the Michigan Liquor Control Commission (MLCC). As an alcoholic beverage licensee, Authentic Properties, LLC dba Dublin Square Irish Pub & Restaurant, is subject to regulations promulgated by the MLCC. Consequently, neither Patron nor Patron's guests may bring alcoholic beverages onto Dublin Square's premises from outside sources.

CONDUCT OF EVENT: Patron agrees to conduct the Event in an orderly manner in full compliance with applicable laws, regulations and Dublin Square Irish Pub & Restaurant's rules and standards.

Patron assumes full responsibility for the conduct of all persons in attendance at Patron's Event and for any damage done to any part of the premises during the time of Patron's Event.

INDEMNIFICATION: To the extent permitted by law, Patron agrees to protect, indemnify, defend and hold harmless Authentic Properties, LLC dba Dublin Square Irish Pub & Restaurant, and their officers and respective employees and agents against all claims, losses or damages to persons or property, government charges or fines, and costs (including reasonable attorneys' fees) arising out of or connected with Patron's Event, except those claims arising out of negligence or willful misconduct of Dublin Square Irish Pub & Restaurant. Additionally, if security is required (in the sole judgment of Dublin Square Irish Pub & Restaurant) in order to maintain adequate safety for Patron's Event, we will provide security personnel at Patron's expense.

GOVERNING LAW: This contract shall be construed and interpreted in accordance with the laws of the State of Michigan.

PROMOTIONAL CONSIDERATION: We reserve the right to review any/all advertisements of promotional materials in connection with Patron's Event, which specifically reference the Dublin Square Irish Pub & Restaurant name and/or logo.

ATTORNEY'S FEES: The parties agree that in the event that any dispute arises in any way relating to or arising out of this contract, the prevailing party in any arbitration or court proceeding will be entitled to recover an award of its reasonable attorney's fees and costs.

AMENDMENTS/CHANGES: Patron agrees that any changes to the arrangements described in Patron's Event worksheet, or described herein, made either orally or in writing and signed by both Patron and Dublin Square Irish Pub & Restaurant.

DECORATIONS/PATRON'S PROPERTY: Any decorations will be subject to prior approval from Dublin Square Irish Pub & Restaurant. Furthermore, we are not responsible for loss or damage to Patron's property and do not maintain insurance to cover it. Any personal property of Patron or Patron's guests brought onto the premises of Dublin Square Irish Pub & Restaurant prior to, during or following the event will be the sole risk of Patron and Patron's guests.

I HAVE READ AND AGREE to the terms and conditions outlined in this "Private Parties Contract."

Signature

Today's Date:

Printed Name

Date of Event:

Phone Number

_____/_____
Start Time: End Time:

Email Address

_____/_____
of Guests: Type of Event:

DUBLIN SQUARE IRISH PUB & RESTAURANT CREDIT CARD AUTHORIZATION

Date: _____

Guest/Group Name: _____

**I irrevocably authorize my credit card to be used for the following services at Authentic Properties, LLC
dba Dublin Square Irish Pub & Restaurant and Pub:**

Circle all that apply:

Payment

Deposit Only

Check all that apply:

_____ Bar Charges
_____ All Banquet Food, Beverage and Associated Charges
_____ Retail
_____ Deposit of \$: _____ (Per Contract)
_____ Following Charges Only:

Comments: _____

Credit Card Type: _____ American Express
_____ Master Card
_____ Visa

Credit Card #: _____

Please provide:

Contact Person, Billing Address & Telephone #

Expiration Date: _____

Contact Name

Card Holder: _____
Print name exactly as it appears on card

Billing Address

Company Name: _____

City, State, Zip Code

Amount of Charge/Approve: _____

Phone #

Signature: _____

I warrant and represent that I am authorized to agree
that charges for this event are posted to this credit card.

Today's Date

**IMPORTANT NOTE: DUE TO CREDIT CARD REGULATIONS, A PHOTOCOPY OF THE CARDHOLDER'S CARD
IMPRINT (FRONT & BACK) MUST BE PROVIDED, UPON COMPLETION OF THIS FORM. PLEASE BE SURE
CARDHOLDER HAS SIGNED THE BACK OF THE CARD.**

Please fax or scan completed form to Dublin Square Irish Pub & Restaurant: 517.351.2226 or mail to
Dublin Square Irish Pub & Restaurant, Attn: Banquets, 327 Abbot Road, East Lansing, MI 48823.

FOR OFFICE USE ONLY: Amount Charged \$: _____ Approval Code: _____
Date: _____ Deposit #: _____

DUBLIN SQUARE PRIVATE PARTIES MENU

Appetizers Priced per 50 pieces

Jumbo Shrimp MARKET

Cashew Crusted Shrimp \$125

Deep fried and served with citrus orange horseradish sauce

Irish Chicken Thumbs \$100

Hand dipped in our famous Guinness Beer Batter. Served with ranch dressing and choice of BBQ

Ballyshannon Wings \$85

Chicken wings tossed in your choice of sauces: Spicy Barbeque, Green Apple Barbeque, Buffalo Sauce, Blackberry Barbeque or Sweet Guinness Glaze

Baked Bleu Crab and Brie \$90

Served with warm slices of baguette

Spinach Artichoke Dip \$75

Served with homemade kettle chips

Baked Brie \$90

Served piping hot with fresh fruit and warm baguette slices

Cookstown Stuffed Potato Skins \$75

Stuffed with a three cheese blend, Irish bacon and fresh leeks. Served with sour cream on the side

Mozzarella Half Moons \$70

Served with marinara sauce

Bruschetta \$65

Dublin Hush Puppies \$65

Hand battered potato and corned beef balls deep fried and served with horseradish cream

Party Trays

Fresh Vegetables and Dip or Fresh Fruit Display

Small	\$45	Medium	\$85	Large	\$125
Serves 25		Serves 50		Serves 100	

Dry Snacks Priced per 50 servings

Potato Chips and Dip \$25

Peanuts \$30

Mixed Nuts \$35

Pretzels \$20

Nacho Chips and Salsa \$40

Chex Party Mix \$30

DUBLIN SQUARE PRIVATE PARTIES MENU

Entrée Dinner Selections

Pre-Order required for parties with 50 or more guests, and for events held Thursday, Friday and/or on Saturday.

Traditional Dinner Buffet

\$21/\$28*

Choice of Entrée
Choice of Salad

Choice of Vegetable
Choice of Side

Beef

*Top Sirloin

Served with Chef's sauce du-jour

*Castlebar Filet Mignon

*Bone-In Irish Strip Steak

*Blackberry Barbeque Ribs

Fish

*Grilled Salmon

Served with Chef's sauce du-jour

Poultry

Chicken Ramona

Pasta

Ballina Chicken on Fettuccine

Tullamore Shrimp Pasta

Wicklow Vegetarian Pasta

Pork

*Center Cut Pork Chop

Other

Laneborough Shepards Pie

Fish and Chips

Salad

House

Caesar

Salad Dressings

Ranch

Cherry Apple Vinaigrette

Toasted Balsamic

Oil & Vinegar

Italian

Caesar

Bleu Cheese

1000 Island

Vegetables

Fresh Vegetable of the Day

Sides

Parmesan Mashed Potatoes

Bleu Cheese Potatoes

French Fries

Coleslaw

DUBLIN SQUARE PRIVATE PARTIES MENU

Beverage Service

Open Bar

Bar tab included in Customer's final bill

Cash Bar

Guest's purchase their own drinks

Semi-Open Bar

The host specifies which alcoholic/non-alcoholic beverages will be provided at no charge. All other alcoholic beverages are provided on a cash basis.

Draft Beer By the glass (16oz)

Domestic	\$3.75	Imported	\$4.75
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Wine Per the glass \$6.75

Cabernet Sauvignon

Chardonnay

Merlot

Pinot Grigio

Pinot Noir

Sauvignon Blanc

White Zinfandel

Champagne By the bottle

Upon customer's request

Mixed Drinks Include mixers & garnishes

Well Liquors	\$4.00	Call Liquors	\$5.00	Top Shelf Liquors	\$6.50
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Non-Alcoholic Drinks Per person, free refills

\$2.00

Coca-Cola Products

Lemonade

Grapefruit Juice

Pineapple Juice

White Milk

Iced Tea

Cranberry Juice

Orange Juice

Chocolate Milk

Coffee

\$1.75

Hot Tea

Hot Chocolate

No Charge

Soda Water

Tonic Water