

BBC Private Party Considerations

Days/Times Available:

Private parties may be scheduled any time or day that we are open. See our website for current hours. Our only exception is Saturday evenings as we always have live music scheduled. Any daytime events on Saturdays must be concluded by 5:00 pm.

Deposits/Rental fees:

We require a \$250 check deposit to hold the space. You have up to two weeks prior to your event to cancel and have your check returned to you. If you cancel within two weeks of your event, your check will be deposited. On event day, you may use the check to apply to your bill if you so desire. Otherwise, we will return it to you or destroy it.

At this time, we do not charge for renting our space unless we would need to close to other patrons (see "Space limitations" below). With that said, please understand a few details:

- While we will reserve the back lounge area tables for your party, during the warm weather months we will have our patio open for other patrons who will need to walk through the lounge area to access the patio.
- Bathrooms will always be available for both party attendees and taproom patrons.
- Parking is somewhat limited and will not be reserved for party attendees.
- We will be responsible for the set up and take down of tables/table covers.
- We may impose a fee for excessive clean-up or any damage. Please see the manager on duty at check-out to ensure that we reviewed our facility and understand all remaining clean-up left to complete once your party has left.

Space limitations:

Our back lounge and hallway area will comfortably fit 50 people seated. Our total facility has approximately 100 seats while the fire code allows for 133 people in house. Our patio has seating for 66 and the fire code allows for 131 people.

If you are planning a party that would require our entire facility, we will need to discuss the day/time of your event and provide an estimate for rental if we would need to close our doors to all other patrons. We will not close our doors to other patrons for events smaller than our official capacity.

Outside food/catering:

We encourage using local vendors to cater your event. Simply let us know how many tables will be required for catered food and/or dessert. We have three 5' tables and one 6' table for your use.

If you require additional supplies that catering does not supply (napkins, plates, bowls, take out boxes, cutlery, etc) there will be a fee of \$2 per scheduled guest. Please discuss any requirements when booking.

We encourage you to bring bottled water for your guests. We will provide a cooler and ice.

Please note that it is unlawful to bring any outside alcoholic beverages for consumption to our business. All alcohol must be provided by our establishment following Liquor Control Agency rules.

Tabs:

We prefer to handle one tab for a party if possible. This allows for faster service for everyone.

- All attendees should identify themselves as part of the party with either a ticket, a wristband, or some other means for our staff to distinguish all charges for the main tab. If there are attendees that are not of legal drinking age, we suggest a different designation so that we can quickly determine their status and provide the proper service.
- While not required, we would prefer cash or check to settle up your party's tab at the end of the night.
- Regardless of payment type, we would prefer that gratuities are made in cash at the end of the event.

If separate tabs are necessary, please be certain that your guests know of our policy of swiping a credit card to open a tab and hold it open and that all tabs should be closed prior to leaving. Any unclosed tabs will have a 20% gratuity added to the bill. Cash sales will be handled as "pay as you go."

Additional details:

Our music service is called "Soundtrack" and offers a very large variety of playlists across many genres of music. We can offer you our tablet to select the music for your event. Please be mindful that explicit lyrics are noted on some playlists therefore cannot be selected for our taproom.

Our lounge TV with Cox cable is available.

If you would like to hire live entertainment for your event, please have the artist contact us regarding our sound system, stage, and percussion equipment.

Please inform your guests that all events must conclude at the close of business. Please see our website for current hours.

Preferred Vendors:

Danny Boys Broadview Heights www.dannyboyspizza.com (440) 526-5454

Creative Catering, Liza Blades (216)407-5372

Catie's Cupcakes www.catiescupcakes.com caties.cupcakes.cleveland@gmail.com

Dos Coronas (taco bar) manager@doscornas.us (330)908-0044