



Doug's Burger Bar/COWBOY PIZZA PRIVATE PARTY POLICIES & PROCEDURES

Rates

The banquet room may be reserved (7) days a week at any time for private parties. The rate for the room is \$25.00 per hour. Rate includes room rental, labor and cleaning. Friday and Saturday rentals require a (4) hour minimum reservation.

Reservations

In order to reserve the banquet room customers must fill out a private party reservation form and provide a credit card with signature of the person named on the card. Note the room will not be reserved until Doug's Burger Bar/Cowboy Pizza has received a signed private party reservation form and a non-refundable deposit of \$100.00.

Deposit/Cancellation Policy

A deposit of \$100.00 is required to book the banquet room. This deposit is non-refundable. In the event you need to cancel your reservation your deposit will be forfeited.

Gratuity Policy

All banquet room functions will be charged an 18% gratuity on food and beverage (includes beer and liquor). "Cash Bar" functions (parties where the guests pay for their drinks individually) are left to the discretion of the customer to decide the appropriate amount of gratuity. 18% is recommended.

Capacity

The banquet room will seat 75-80 comfortably. Cocktail parties will accommodate 100.

Menu

See Doug's Burger Bar/Cowboy Pizza Party Platters and Pans Menu. If you are looking for items not found on this menu please let us know. Doug's Burger Bar/Cowboy Pizza is happy to accommodate requests for menu items. ***No outside food or drink is permitted.*** Guests may bring their own cake.

Full Service Bar

The banquet room has a private bar, which is fully stocked with a variety of bottled beers and liquor. There is no draught beer. Bottled beer prices range from \$3.00 - \$3.25 Liquor prices start at \$3.25 It is up to the customer to determine how the bar will be operated – cash bar, open bar or a combination.

Entertainment

The banquet room is equipped with a 5 Disc CD Player and an iPod compatible sound system. Guests are encouraged to bring their own CD's for use during the party. DJ's are permitted. It is the responsibility of the person having the party to book the DJ and pay for it. All DJ's must be approved by management.

Private Bathroom

The banquet room has a private bathroom, which is restricted to banquet room guests only.

Smoking

Smoking is not permitted in the banquet room. Smoking is permitted in Doug's Burger Bar after 9PM.