



# Lisa's Mexican Restaurant

815 Bandera Road - San Antonio, TX 78228

Phone: 210-433-2531 Fax: 210-433-1757

## Private Dinning Reservation Terms and Conditions

- **A one hundred and fifty dollar (\$150) Reservation Deposit is required at the time of the reservation to reserve the private room or semi-private area.**  
The Deposit will apply towards your final check. **The Deposit is NON-REFUNDABLE**
- **A Guaranteed Final guest count must be given TWENTY (20) days prior to the event. Only an additional 5 people over the Final Guest Count will be guaranteed**
- **You will be charged the quoted price per person for each "no-show" that was included in your guaranteed final count.**
- **Food WILL NOT be served TO-GO for the no-shows and CAN NOT be credited nor applied to another event**
- **Your menu choices MUST be confirmed seven (7) days before your event**
- A Private Event Fee and 8.25% sales tax will be added to the final check
- **OPTIONAL DECORATIONS AND SET UP:** Private or Semi-private Dinning can be decorated with Colorful Linens, Linen Napkins in banquet styles, Colorful candles or votives and an Individual Personalized Dinner Menu for your Guests with the entrees of your choice. A Personal Message can be printed on your menus.

**\$ 85.00 set up fee will apply for parties of 40 or less**

**\$110.00 set up fee will apply for parties over 40 to 50 guests**

**\$130.00 set up fee will apply for parties of over 50 to 60 guests**

**A separate fee will apply to Parties over 60 guests**

The Set-Up fee will be charged at the time of reservation

The Set-Up Fee is non-refundable at any time

- The Private Dinning Room is reserved for 3 hours

### **LIMITED MENU REQUIREMENTS: (Choose from our Party Menu)**

- Three menu items may be chosen for parties of 25 or less guests
- Two menu items must be chosen for parties over 25 guest

### **PROJECTOR AND SCREEN**

- The private dinning room is set up with a projector and screen for presentations
- A laptop with power point capabilities is required
- A \$55.00 fee will be charged for the usage of the projector and screen

### **BUFFET SETTING:**

- Buffet dinning is not an "all you can eat" service
- There will be a \$25.00 fee for each buffet attendant desired for portion control
- Leftover food may not be removed from the premises

### **PARTY CAKE TERMS:**

- Lisa's makes delicious cakes, please ask for details and pricing
- If you choose to bring your own cake:  
A \$25 cake service charge will apply for parties of 30 or less  
A \$30 cake service charge will apply for parties of over 30 to 40 guests  
A \$35 cake service charge will apply to parties of over 40 to 50 guests  
A \$40 cake service charge will apply to parties of over 50 to 60 guests

### **FULL SERVICE BAR TERMS:**

- All alcohol must be purchased through Lisa's Mexican Restaurant
- Minors are not allowed to drink on premises

### **GENERAL TERMS:**

- Attaching anything to the walls, ceilings or floors is *prohibited* and any damages will be charged to the customer. Confetti is NOT allowed.
- Bands, DJs or any form of "live" music must be approved by management
- Prices are subject to change and are guaranteed on a ninety day basis

**PLEASE INITIAL \_\_\_\_\_ as an understanding that you accept the terms**

# Private Dining Contract

DATE OF EVENT: \_\_\_\_\_ TIME: \_\_\_\_\_

PERSON RESPONSIBLE : \_\_\_\_\_

NOTES

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CELL: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

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## GUEST COUNT

GUARANTEED GUEST COUNT: \_\_\_\_\_ FINAL GUARANTEE BY: \_\_\_\_\_

AREA RESERVED: \_\_\_\_\_

TYPE OF FUNCTION: \_\_\_\_\_

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## DEPOSITS

RESERVATION DEPOSIT: \_\_\_\_\_ PAID ON: \_\_\_\_\_

SET UP FEE: \_\_\_\_\_ PAID ON: \_\_\_\_\_

**Reservation and SET UP DEPOSIT is NON-REFUNDABLE AT ALL TIMES**

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## DINNER CHOICES

ENTRÉES: \_\_\_\_\_

\_\_\_\_\_

PRICE PER PERSON w/ TEA \_\_\_\_\_ (excluding alcohol, sales tax, gratuity & fees)

SERVER REQUESTED \_\_\_\_\_

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## TABLE SET UP AND ARRANGEMENTS

LINENS COLOR \_\_\_\_\_ NAPKINS COLOR \_\_\_\_\_

TEA GOBBLETS  FLOWERS  CANDLES  GIFT TABLE  CAKE TABLE

MENU MESSAGE \_\_\_\_\_

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## DESSERT

DESSERT \_\_\_\_\_ CAKE SERVICE CHARGE: \_\_\_\_\_

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## BAR CHOICES

CASH BAR \_\_\_\_\_ LIMITED BAR \_\_\_\_\_ DRINKS PER PERSON \_\_\_\_\_

**The undersigned agrees to the policies and accepts full responsibility for all charges incurred and agrees that reservation deposit and set up deposit are NON REFUNDABLE**

RESPONSIBLE PARTY \_\_\_\_\_ DATE \_\_\_\_\_

MANAGER \_\_\_\_\_ DATE \_\_\_\_\_