



Private Dining Room Information & Rental Contract

Capacity:

Our private dining room seats 40 people. The room can be configured in a variety of ways, including: 2 or 3 long tables, groupings of 4 or 6, a T shape, horseshoe, circle, etc...

Room Fees:

Black Sheep Coal Fired Pizza charges a 4% house fee (see House Fee) and food and beverage minimums (see table below) rather than a standard room rental fee.

Menu:

All food and beverage must be purchased and/or prepared by Black Sheep Coal Fired Pizza. There is an exception for dessert brought in for special events. If a dessert is brought into our private dining room, there is a \$10 flat fee plus \$0.50 per person fee for cutting and plating.

Our regular menu is used in the private dining room. We do offer enhancements, such as flowers and linen tablecloths/linen napkins. Please let us know if you would like any enhancements listed or have any of your own ideas. We will do our best to accommodate you.

Food is served “family-style” with ordered selections placed on each table. We also offer a buffet for groups of 25 or less. Please let us know which way you prefer, or if you have an alternative preference.

Please note that your finalized menu and enhancements must be emailed to us at least 48 hours prior to your event.

Room Availability and Seating Times:

Four seating times are available 7 days per week: 2 during the day, and 2 at night. Our private dining room is held on a first come-first serve basis and is reserved only when a deposit is received.

LUNCH

Early Seating 7 Days a week	11:00a.m. – 12:45 p.m.
Late Seating 7 Days a week	1:00p.m. – 2:45 p.m.

DINNER

Early Seating Sunday through Thursday	5:00 – 7:00 p.m.
Late Seating Sunday through Thursday	7:30 – 9:30 p.m.
Early Seating Friday and Saturday	5:00 – 7:30 p.m.
Late Seating Friday and Saturday	8:00 – 10:30 p.m.

Minimum Food and Beverage Guaranty:

The minimums listed are neither a pricing structure nor do they affect the menu costs; they are simply an amount you agree to spend on food and drink in exchange for the use of the private room. Please note that tax, gratuity, and house fee do not apply toward the minimum.

	MON	TUES	WEDS	THURS	FRI	SAT	SUN
Early or Late Lunch	\$200	\$200	\$200	\$200	\$250	\$250	\$200
Entire Lunch	\$300	\$300	\$300	\$300	\$400	\$400	\$300
Early or Late Dinner	\$250	\$250	\$250	\$250	\$300	\$300	\$250
Entire Dinner	\$400	\$400	\$400	\$400	\$500	\$500	\$400

House Fee:

There is a 4% house fee for our private dining room which is added to your bill at the end of your gathering. This fee goes to the restaurant for supplies and maintenance.

Payment Policy:

A \$100.00 credit card deposit is required to hold the room. It is not charged unless there is a cancellation issue or damage done to the room. To ensure quality service for you and your guests, all food and beverage is on one tab and final payment must be paid in full with no more than 4 combinations of cash/credit cards. Please note that exceptions may be possible depending on your menu choices. We accept Visa, MasterCard, Discover, and American Express.

Cancellations:

For a full refund of your deposit, cancellations must be submitted via regular post or email to a manager of Black Sheep Pizza Minneapolis – North Loop in writing at least 15 days prior to your event. Cancellations within 14 days of your event forfeit deposit. Cancellation within 7 days of your event will result in the full charge of the minimum food and beverage guaranty. If we are able to re-rent the space, we will return the difference between the guaranteed minimum and the deposit to

you. You must receive a return email or call confirming cancellation. Thank you for your understanding.

Decorations:

We welcome you to decorate the room. Decorations must conform to fire and safety codes. Please take any decorations with you when you leave. No confetti, please.

Illegal activities:

None allowed.

Parking:

Parking is available through the valet on Washington Avenue across the street from Black Sheep Coal Fired Pizza. If you would like to set up/pay for valet parking for your guests in advance, please contact Class A Valet at 612-865-1747. Metered street parking is also available.

Damage to party room:

Guest will be held liable for any unusual damage to the room or its contents.

Liability... Yours and ours:

Black Sheep Coal Fired Pizza, LLC or its owners and managers shall not be liable for non-performance of this contract in the event that Black Sheep Pizza has to close for any reason which is beyond our reasonable control- Imagine acts of God, national emergencies, etc....

Additionally, the Guest agrees to indemnify and hold harmless Black Sheep Coal Fired Pizza, LLC, its members, and managers for any costs incurred, including attorney's fees, arising as a result of any injury to person or damage of property, or any other claim whatsoever resulting from client's use of premises.

Contact Information:

partyroom@blacksheeppizza.com

612.342.2625

Black Sheep Pizza Minneapolis

600 North Washington Avenue

Minneapolis, MN 55401

Event Details: Please provide as much information as possible to best accommodate your guests.

Please select your preferred seating time:

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Early Lunch | <input type="checkbox"/> Early Dinner |
| <input type="checkbox"/> Late Lunch | <input type="checkbox"/> Late Dinner |
| <input type="checkbox"/> Entire Lunch | <input type="checkbox"/> Entire Dinner |

I would like more information regarding these enhancements:

- Flowers
- Dessert Options
- Linen Options

Music Preference:

- I would like to bring my own source of music
- I would like to use the provided receiver for my personal I-Pod/I-Phone
- I would like to use Black Sheep's houseplaylist
- No Music

Table Arrangement Preference:

- Long tables (size dependent on number of guests)
- Groupings (tables of 4-8 guests)
- Other, please specify:

Food Preference:

- I know what I want! I'm ready to pre-order off the menu
- I would like additional information emailed regarding ordering options
- I would like to call and speak with a manager regarding ordering options

Food Service Preference:

- "Family-Style"
- Buffet (for groups of 25 or less)
- Other, please specify:

Beverage Preference:

- Open Bar (All beverages on one tab)
- Drink Tickets
- House Variety (Includes Rail Liquor, House Red/White Wine, and Select Beer)
- Bottles and/or Carafes of Wine on the Tables
- N/A Beverages Only
- Water Only
- Other, please specify:



PRIVATE DINING ROOM CONTRACT FORM & DEPOSIT

TODAY'S DATE:

DATE OF EVENT:

ARRIVAL TIME:

TYPE OF EVENT:

ESTIMATED GUEST COUNT:

CLIENT/CONTACT PERSON:

PHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

\$100 CREDIT CARD DEPOSIT REQUIRED

MasterCard

Visa

American Express

Discover

CREDIT CARD NUMBER:

NAME AS IT APPEARS ON CREDIT CARD:

EXPIRATION DATE:

SIGNATURE:

This contract is made in the State of Minnesota and shall be construed and enforced in accordance with the laws of such State. This Private Dining Room Contract constitutes the entire agreement between parties and may not be modified or amended except by an instrument in writing signed by both the Client and Black Sheep Pizza Coal Fired Pizza LLC.

“The undersigned acknowledges that he/she has read and understands the Private Dining Room Contract including this page and the preceding four pages by signing and dating below the undersigned accepts this contract and agrees to comply with same.”

SIGNATURE:

DATE: