

Prejean's Restaurant Large Party Reservations Agreement

Thank you for choosing Prejean's Restaurant for your upcoming event. Our goal is to satisfy our customers with delicious food and comfortable accommodations. To do that, we need to staff accordingly, and trust you will provide us with the information needed to do just that. Reservation Policies are kept in a secure location and are destroyed immediately after each event. When making more than one reservation at Prejean's, please complete a separate policy for each event.

Guest Count

For *any and all* advanced reservations of 15 or more, if less than the original headcount attends \$10 per guest will be charged for each guest not in attendance.

Time Limits

Additionally, all reservations are limited to three hours, unless otherwise agreed beforehand. **A charge of \$50 per hour will be incurred after the three-hour limit.** Changes & Cancellations Sunday – Thursday no reservations no later than 6:30 p.m. (restaurant closes at 9:30) Friday & Saturday no reservations later than 7:30 p.m. (restaurant closes at 10:30), if your reservation is later you will not have your full 3 hours.

Changes to reservations (headcount) must be made up to 48 hours before the event. Cancellations, for reservations must be made no later than 2 business days prior to the scheduled event or will be subject to a cancellation fee.

****All reservations are held for 15 minutes. Please call (337) 896-3247 and dial option 0 if running late & speak to the manager on duty if after 4 pm or Saturday or Sundays.**

Private Room Reservations

Bordeaux Room (seats up to 45 guests) – Private Meeting Room – (all special arrangements must be confirmed in writing)

I. Minimums: (remaining minimums added to final guest check)

Monday – Friday before 2pm \$300

Monday thru Friday after 2pm & All Day Saturday & Sunday \$1,250

Holidays - \$1,500

Cancellations must be made no later than 48 hours before the reservation date. If a cancellation is made within 48 hours prior to the reservation date, a \$100 cancellation fee will be charged to the credit card on the policy form.

Cypress Room (seats up to 70 guests) (all special arrangements must be confirmed in writing)

I. Minimums: (remaining minimums added to final guest check)

Monday – Friday before 2pm Sunday \$1,400

Monday – Friday after 2pm & All Day Saturday & Sunday \$2,500

Holidays - \$2,500

Cancellations must be made no later than 48 hours before the reservation date. If a cancellation is made within 48 hours prior to the reservation date, a \$350.00 cancellation fee will be charged to the credit card on the policy form.

In order to confirm your reservation, please fax this completed form back to our sales office at (337) 896-3278 or email to amie@prejeans.com.

You must provide your credit card information or your reservation will not be valid.

Print Name

Phone Number

Email

Signature

Date & Time of Reservation

Reservation Name

Number of Guests

Credit Card Type

Credit Card Number

Expiration Date

FORM WITHOUT CREDIT CARD NUMBER IS NOT VALID

Seating arrangements (Indicate One Please): () Main Dining () Bordeaux Room Private () Cypress Room

Menu Options: () Open () Group (available for parties of 25 or more with one check only)

Group menu choice _____ see available menus at www.prejeans.com – groups - menus