



Catering Information

Located on the U Street corridor of Northwest Washington DC - the historic birthplace of jazz music, Jojo Restaurant & Bar is a well-established and well-respected member of the jazz community. Fun times are always ahead with our nightly live jazz performances, authentic cajun-style cuisine, friendly wait staff, and unique house cocktails.

Jojo Restaurant & Bar has grown and evolved since its opening day in 2003, but one thing that has remained consistent is our food quality. We pride ourselves on the delectable plates made with the best fresh ingredients. Our chefs work hard making everything from prep to presentation perfect for our guests and helping to provide the best possible experience for everyone with an appetite! We offer vegan and gluten-free options for several of our various menu items. We like to accommodate everyone's dietary needs, so please share any allergies or conditions with our staff.

Thank you for choosing to hold your event at Jojo Restaurant & Bar, our management team will be available to guide you along the process and answer any questions you may have.

Dinner Services

Family Style Service per 30 Guests
\$35/person

Beverage Services

Cash Bar

All beverages will be purchased by the guests
A 20% gratuity will be applied to all bills

Event Details

Taxes and Fees

- All food and beverage items are subject to a 10% Washington DC sales tax

- A valid Tax Exempt Certificate and photo ID are required for tax exemptions
- Jojo Restaurant & Bar reserves the right to add service charges for large scale events
- An outside dessert fee of \$3/person is enforced. If substituted for dessert course, fee does not apply

Deposits and Payments

- A non-refundable deposit is due upon the completion of event booking
- Deposits are equal to 50% of event and food fees
- Final payment is due upon completion of the event

Cancellations

- Cancellations require a seven day notice prior to the event to avoid cancellation fees
- Large scale events require a 28 day notice to avoid cancellation fees
- Cancellation fees are equivalent to 50% of the estimated food/beverage price

Gratuity

- An automatic 20% gratuity will be added to the bills of all guests in attendance with "Tableside Service", "Cash Bar" or "Bring Your Own Bottle" services to be distributed among the bartenders/servers
- If an additional gratuity is added accidentally, please call within 24 hours for it to be reversed

Guaranteed Guest Count

- A guaranteed guest count is required 48 hours prior to the event
- If no guaranteed guest count is reported, the last available guest count will be used in its place

Menu Selection

- Final menu selections are due no later than seven days prior to the event date
- Dinner and Beverage selections will be available for the duration of the evening or until all paid foods have been exhausted

Buffet Style Selections

Please select Two dishes from each category.

Appetizers

Salads, Soups & Sides

Entrees

Dessert

APPETIZERS

Jojo Wings

Buffalo or Sweet Bourbon Glaze or Habanero or Jerk

Quesadilla

Chicken + Beef + Veggie + Cheese

Grilled Veggies

Eggplant + Green and Yellow Squash + Mushrooms

Bruschetta

Olive Oil + Tomato + Basil

Smoked Caprese

Eggplant + Green Pepper + Tomato + Mozzarella Cheese + Basil

Cheese Burger Sliders

Angus Beef + American Cheese

Crab Cakes Sliders

Pulled Pork Sliders

SALADS

House Salad

House Greens + Red Onions + Tomato + English Cucumbers

Caesar Salad

Parmesan + Croutons

Roasted Beet Salad

House Greens + Roasted Beets + Goat cheese + Apple slices + Toasted Almonds

You may add the following for an additional price

Shrimp +

Chicken +

Steak +

Salmon +

SOUP

Lobster Bisque
Seasonal

SIDES

Steamed Broccoli
Grilled Asparagus
Garlic Spinach
Saffron Rice
Herb Roasted Potato
Garlic Mashed Potato
Three Jumbo Shrimp

PASTAS

Cajun Chicken Pasta
Short Rib Ravioli
Penne Al' Orto

ENTREES

Crab Stuffed Salmon
Lamb Chops
Blackened Chicken
Blackened Salmon
Drunken Steak
Crab Cakes
BBQ Baby Back Ribs

DESSERTS

Tiramisu
Apple Tartlet
Brownie

Booking Form

Thank you for choosing Jojo Restaurant & Bar for your upcoming event.

Booking Process:

Event Name: _____ Event Date: _____

Estimated Guest Count: _____

Start Time: _____

End Time: _____

Dinner Service: Tableside Service | Buffet Style | No Food Desired

Beverage Service: Host Bar | Cash Bar | Open bar

Contact Name: _____ Company Name: _____

Telephone: _____ Email: _____

TERMS & CONDITIONS

1. **Deposit:** I understand that the credit card provided will be charged the appropriate deposit fee and that said deposit is non-refundable/non-transferable.
2. **Payment:** I understand no billing/invoicing is available. If no other form of payment is presented by the end of the event, Jojo Restaurant & Bar will charge the card on file for any remaining balances/overages accumulated over the duration of the event.
3. **Food & Beverage Requirements:**
 - a. I agree to the Food and Beverage charges for my event
 - b. No food or beverages may not be brought onto the premises without consent of the event coordinator from Jojo Restaurant & Bar
 - c. Outside dessert is subject to a fee of \$3 per person
4. **Guest Count:** I agree to provide a final guest count no later than 48 hours before the event date. I also agree that if no final guest count is provided, the last guest count on record will be used as the final guest count.
5. **Gratuities & Fees**
 - a. An automatic 20% gratuity will be added to the bills of all guests in attendance with "Tableside Service", "Cash Bar" or "Bring Your Own Bottle" services to be distributed among the bartenders/servers
 - b. All food and beverage items are subject to a 10% Washington DC sales tax
 - c. A valid Tax Exempt Certificate and photo ID are required for tax exemptions
 - d. Jojo Restaurant & Bar reserves the right to add service charges for large scale events
6. **Cancellation:**
 - a. Cancellations require a seven day notice prior to the event to avoid cancellation fees
 - b. Large scale events require a 28 day notice prior to the event to avoid cancellation fees
 - c. Cancellation fees are equivalent to 50% of food/beverage prices
7. **Damages:** I acknowledge that the host is responsible for any damages sustained during the event
8. **Addendums:** In the event an addendum is submitted, all parameters in this contract supersede addendum prices

9. **Signature:** I am responsible for signing of on the final Booking Information and shall confirm all details prior to the start of the event

Name: _____ Date: _____

Signature: _____