

Luigi's Warehouse Event Information Form

Host Name	
Event Name	
Email & Phone Number	
Date of Event	
Time Guests will Arrive	
Time Dinner will be Served	
Guest Count	
(*Please update your head count one week before your event. Your final head count is due the day before your event, and your final bill will be based on this number.)	

	Options Available:	Please Specify:
Bar Tab	<ul style="list-style-type: none"> ▪ Hosted ▪ Not Hosted ▪ Other (partially hosted etc) 	
Deli Basket	<ul style="list-style-type: none"> ▪ Small - \$210 ▪ Large - \$265 	
Passed Appetizers (choose from list provided)		
Dinner Options (*All dinners are served with Red & White pasta, and Pickled Tongue)	Please Choose One Option (from Family Style Dinner Event Menu list provided)	
Beans Option	<ul style="list-style-type: none"> ▪ Sacco Beans ▪ Italian Beans 	Please Choose One
Salad Option	<ul style="list-style-type: none"> ▪ Monica Salad ▪ Giovanni Salad ▪ Spinach Salad ▪ Green Antipasti Salad 	Please Choose One
Dessert Options Dolce list provided for dessert upgrade choices (Please Choose One)	<input type="checkbox"/> House Dessert - vanilla ice cream topped with Butterfinger topping and a biscotti cookie (included in dinner price) OR _____	
Special Wine (\$17.50 Corkage Fee will be applied to any bottles of wine <u>not</u> purchased from Luigi's)		
Special Dinner Details you wish to include		
Linen	<ul style="list-style-type: none"> ▪ Black or White tablecloths ▪ Special napkin colors and overlay colors available 	
Special Tables Needed	<ul style="list-style-type: none"> ▪ Welcome Table ▪ Cake Table ▪ Gift Table ▪ Other 	

Music Options	<ul style="list-style-type: none"> ▪ Frank Sinatra ▪ Classic Rock ▪ 80's ▪ 90's ▪ Other 	
<u>Food Minimum:</u> Tuesday – Friday: 50 people or \$2450 minimum Saturday: 75 people or \$3675 minimum		
<u>Warehouse Fees based on Number of Guests:</u>		
50 & under: \$895		201 - 250: \$2000
51 - 125: \$1200		251 - 300: \$2500
126 - 200: \$1500		301 - 350: \$3000
<u>Additional fees:</u> Tax 8.25% Tip 20% (based on food and beverage)		

Please Initial the following:

_____ I understand the nightly food minimum of \$2450 (Tues-Fri) or \$3675 (Sat) (*alcohol not included in food minimum)

_____ I understand and agree with the Warehouse Fee based on my final guest count

_____ I understand that a \$500 Deposit is required for all events; a \$1000 Non-Refundable Deposit is required for all high school reunions

_____ I understand that a 3% processing fee will apply to credit card payments on final bill

_____ I understand I must provide rented items such as stage, valet, easels, etc.

_____ I understand my event can run from 5pm until 12am (last call at 11:30pm) *Tuesday-Friday

_____ I understand my event can run from 6pm until 12am (last call at 11:30pm) *Saturday

Special Requests:

<u>Table Cloths</u>	<u>Napkins</u>	
<ul style="list-style-type: none"> • Black • White <p>Special Overlay Colors:</p> <ul style="list-style-type: none"> • Red/White Check • Blue/White Check • Chocolate Brown • Forest Green • Ivory • Navy • Pink • Royal Blue • Red 	<ul style="list-style-type: none"> • Black • White • Burgandy • Chocolate Brown • Forest Green • Emerald Green • Olive • Gold • Gray • Ivory • Lavender • Lemon Yellow • Light Blue • Sandalwood 	<ul style="list-style-type: none"> • Royal Blue • Navy • Orange • Peach • Pink • Purple • Raspberry • Rust • Red • Maroon • Seafoam • Tan • Teal • Bermuda Sand