

MATAMOROS RESTAURANTE Y CANTINA

210-558-3200

Party Room Contract 2021

Today's Date ___/___/___

Thank you for inquiring with Matamoros Restaurant regarding your event. We look forward to providing you the best service and food quality there is.

A minimum of **\$200 non refundable deposit** is necessary to reserve the private room. There is a required food & beverage minimum of \$700 Sunday-Thursday & \$1,500 Friday and Saturday. The \$200 deposit will go toward your total bill. There is a \$100 fee for usage of the private room, this does not go toward the minimum purchase amount. You may select maximum of 3 options from our banquet menu. A final head count and menu selection must be determined 5 days before your event. If the number of guests you reserve for do not all attend, the host of the event will be responsible for the remaining plates. Accommodations will be made to take remaining plates to go. One source of payment may be made at the conclusion of the event, we will not accept separate payments. An automatic 20% gratuity will be added to the final bill. Guests of the event may start their own tab for alcohol with the server. We offer a formal linen package for \$100. This package includes white linen table cloths with red napkins. Should a different color napkin be requested there will be an additional \$50 charge. Only certain colors are available, ask your coordinator about your specific color request. You are welcome to bring in decorations for your party. **We do not allow any confetti**, plastic table cloths, or pins in the walls. The use of our private room is for 3 ½ hours max. If additional time is requested there will be an additional \$100 per hour charge. Food and drink specials do not apply during events held in the private room. We offer the use of our sound system and projector for an additional fee of \$100, however you may provide your own entertainment at your expense. A select bar can be set up in the room for your convenience. There are many bar options we can provide and can be discussed with your coordinator. For desserts we offer a wide variety of homemade cakes and traditional items. A fee will be charged for any outside dessert brought in and will be cut and served by our banquet staff. Finally, should any part of the room or carpet be damaged, it will be charged to the host. Prices subject to change.

Events Date ___/___/___
Week Day _____
Time _____

Deposit \$ _____ Cash _____ Check# _____
CC _____ Exp ___/___
Card Type _____ 3 #on back _____ Zip Code _____

Name _____
Phone # - Cell _____
Fax/Email _____

Menu Selection
Appetizers: _____
1) _____
2) _____
3) _____

Occasion _____
Name of the Party _____

Party Room _____ Half Party Room _____
Bar Section _____ Main Dining Room _____

Party Platter _____ Price \$
Dinner Salad \$2.75 Yes No
Dessert _____ Cake Fee .75 C per person
Microphone & Projector \$100
Room Charge \$100
Banquet Pack Set up/ Breakdown: \$100 Yes No
Requests: _____

Guest _____ \$ PP _____
Head Table- Yes No

Bar Setup in the Party Room _____
Beer _____ Wine _____
Margarita by Pitcher _____
Open Bar _____ Limited Bar _____
Cash Bar _____

Signature _____
Date _____