

Empire Diner Restaurant

106 E. Baltimore Pike
Lansdowne PA 19050
610-622 1662
www.empirediner.net

Thank you for choosing Empire Diner Restaurant for your banquet needs. Our success depends upon your satisfaction. The following are designed to keep your party running as smooth as possible. We appreciate your business. If you have any questions please call prior to your function.

- We ask that nothing be affixed to the walls and the use of confetti is STRICTLY prohibited
- No tacks, pins, nails, staples, or items of that nature are to be used on any surface.
- A gratuity of 15 % will be added to the final bill & 6 % sales tax
- A \$100 non-refundable deposit is required to hold the room upon booking. The deposit will be credited toward the final payment.
- Separate checks are not available for larger parties.
- A final count must be provided to us latest 48 hours prior to your event. **Total payment of the balance will be due 48 hours prior to the event.** Any additional charges will be addressed at the end of the function
- In order to ensure the efficiency of our parties, specific times will be discussed in regards to the start, seating and conclusion of your function. We ask that these be strictly adhered to.
- Please notify us the exact number of guest attending the party. This is a guaranteed amount
- For which you will be charged even if fewer guest attend.
- All food, bakery and beverage items must be catered by Empire Diner.

Customer Name: _____

Telephone: _____

Party Date: _____

Start Time: _____ End Time: _____

Non Refundable Deposit: _____

GUARANTEED MINIMUM NUMBER OF PEOPLE: _____ ***(to be completed by customer)**

The finalized guaranteed number is required 48 hours in advance of the function and will be the minimum number of people you will be charged for.

SELECTED MENU ITEMS

Agreed By: _____

Customer Signature

Manager Signature