

Mike Ditka's Chicago
 100 E. Chestnut
 Chicago, IL 60611
 Telephone Number: (312) 587-9717
 Fax Number: (312) 587-8980
 E-mail: hjoyce@ditkasrestaurants.com

CONTRACT: 19208

Event Date: Thursday, September 7, 2017
Event Name: WHEATON PARKS
Site: Mike Ditka's Chicago
Salesperson: Heather Joyce

Contact: Laura Bessey
Mailing Address: Wheaton Parks
E-mail: lbessey@wheatonparks.org

Daytime Phone:
Fax Number:
On-Site Contact:

Day/Date	Start/End Time	Location	Function	Set-Up	Est	Gte	Set
Thu, 9/7/17	11:30AM- 1:00PM	Executive/Club Room	Lunch	Rounds	40	40	40

FOOD	QTY	PRICE	TOTAL
<u>11:30 AM / EXECUTIVE/CLUB ROOM / LUNCH</u> Menu To Be Decided			

BEVERAGE	QTY	PRICE	TOTAL
<u>11:30 AM / EXECUTIVE/CLUB ROOM / LUNCH</u> Beverage Arrangements To Be Decided			

SET-UP & SERVICE	QTY	PRICE	TOTAL
<u>11:30 AM / EXECUTIVE/CLUB ROOM / LUNCH</u> FOOD & BEVERAGE MINIMUM: The required food and beverage minimum for this event is WAIVED, not including tax and service charge. SEATING: Rounds of 10. SERVER: Service & Set Up Charge Waived if group spends \$1000 or More on Food & Beverage. This is not intended to replace actual gratuity on the Food & Beverage Ordered.	1	\$75.00	\$75.00



INITIAL HERE _____

It is the guest's responsibility to provide a guaranteed guest count by 12 Noon, 48 hours prior to the scheduled event. It may not be lowered after this date. If guarantee number is not received by stated due date, Mike Ditka's Restaurant will use the estimated number of guests as the guarantee to charge for. We will set for 10% over this number (i.e. gte=60/set=66). If event is cancelled by client at any time after the signing of the contract and Mike Ditka's is not able to re book the space, client is responsible for the Food & Beverage Minimum stated on this contract along with tax & administrative fee. If Mike Ditka's re books the space, all cancellation fees are waived and there is no charge to the client.

If Food & Beverage Minimum is not met the night of event, difference is a room charge and cannot be used towards retail or any other items brought out of the restaurant unless contracted beforehand. Note: Client is responsible for returning all A/V equipment provided by Mike Ditka's Restaurant. If damaged or lost client will be subject to replacement cost.

Two additional charges will be added to your final bill.

The first charge is a 5% administrative fee to cover the costs incurred by Ditka's for hosting your event. This fee will be added before applicable tax and gratuity listed below. The administrative fee does not represent a tip, gratuity, or service charge for the wait staff, service employees and or service bartenders.

The second charge is a gratuity percentage distributed to the wait staff serving your event. The total proceeds of this gratuity will be distributed to wait staff employees, service employees, and service bartenders.

Please indicate the percentage of gratuity you would like to be added to your final bill that will be paid to the service staff. (Suggested Gratuity 15-20%) _____% _____ client's initials.

11.5% sales tax will be added to all food and beverage charges.

Payment in full is requested at the conclusion of the event. We do not accept Personal Checks as Form of Payment.

CUSTOMER ACCEPTANCE: The undersigned accepts the responsibility for the service and prices listed in this agreement

Signature: _____

M. Bernard

Date: _____

3/29/17

Credit Card # _____ Exp. _____