

**CAN CAN PRIVATE DINING  
RESERVATION AGREEMENT 2016**

Can Can agrees to reserve the requested date and facilities and provide services, as agreed upon. Should the event be cancelled one (1) week prior to the agreed date, **\$250.00** will be forfeited by the guest to the order of Can Can. Should the event be cancelled within three (3) days of the event, a flat rate of **\$500.00** will be charged.

The remainder of the additional costs inclusive of additional consumption tallied costs, taxes, and service charges, shall be due immediately upon the conclusion of the event.

There is no room fee, however, there is a minimum of food and beverage sales. For day events we require a **\$500.00** minimum and for evening events, **\$1000.00**. If the food and beverage minimum is not met, there is a required **\$100.00** gratuity fee for day events and a **\$200.00** gratuity fee for evening events. For any ceremony and/or reception weddings there is a flat **\$200.00** coordination fee.

\_\_\_\_\_ agrees to leave a credit card number on file and authorizes Can Can to make charges to the credit card to guarantee payment of all outstanding balances remaining at the conclusion of the event.

**NAME as it appears on the credit card:** \_\_\_\_\_

**Credit Card Number:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

Can Can is not liable for any damages to, or loss of, any merchandise, samples, equipment, goods, or personal property exhibited, displayed or left in any room, or in any other area of the restaurant.

Can Can is not responsible for failure to perform due to government acts and regulations, fires, acts of god, or any other causes, whether or not similar to the foregoing, beyond our control. Can Can reserves the right to change the room configuration as to best suit the guests and facility.

**A final guest count is required 72 hours in advance.** Final payment will reflect the guest count that is provided **72 hours** prior to the event. Can Can agrees to accommodate additional guests, at the appropriate costs of the additional guest count, provided we have the capability to do so. **All food and beverage menu selections must be finalized within seven (7) days of the event.** Requests to change menus during this 7 day window will be subject to approval and possibly additional costs.

**Event Title:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Start Time:** \_\_\_\_\_ **Number of Guests:** \_\_\_\_\_

\_\_\_\_\_  
**PRINT**

\_\_\_\_\_  
**DATE**

Telephone: 804.358.7274  
Fax signed copy to: 804.237.7795  
Mail to: Can Can Brasserie, Attn: PDR, 3120 W. Cary St., Richmond, VA 23221

---

**SIGN**

Telephone: 804.358.7274  
Fax signed copy to: 804.237.7795  
Mail to: Can Can Brasserie, Attn: PDR, 3120 W. Cary St., Richmond, VA 23221