



Contract

Client/Organization Brick Township Board of Education	Event Date 5/24/2013 (Fri)	Booking Contact Patty Miller	Sales Rep Patty Fragioudakis	Pln Guests 800
Address 101 Hendrickson Avenue, Brick, NJ 08759		Telephone (732) 567-0665	Event # E07206	Gtd Guests 700
Reader Board Brick Memorial High School Senior Ball	Theme Prom	Category Dinner	Tax and Service Tax Exempt with 19% Service Charge	

BANQUET ROOMS

Room	Setup Style	Delivery	Start	End	Delivery	Delivery	Description
B+C+D+E+F+E+G	Dinner/Dance		6:00 pm	11:00 pm			Dinner Buffet
Salon VIP A	Empty		6:00 pm	11:00 pm			Photo Room

FOOD & SERVICE ITEMS

Food/Service Items	Price	Qty	Total
Pines Manor Prom Buffet (five hours)	49.95	700	34,965.00

Promenade Hour

One full hour of assorted unlimited passed hors d'oeuvres consisting of:

Pizza Bagels, Broccoli Bites, Stuffed Clams, Chicken Kebab, Cocktail Franks, Potato Pancakes, Assorted Quiche, Jalapeno Poppers, Vegetarian Egg Rolls, Cheese and Spinach Pastries, Scallops Wrapped in Bacon, Crabmeat filled Mushroom Caps.

Passed Hors d'oeuvres

Baby Spinach Salad: With sliced portobello mushrooms and lemon thyme vinaigrette

Greek Salad: Olives, tomatoes, feta cheese and cucumbers in a red wine vinaigrette

Pines Manor Salad; Mixed greens, cucumbers, tomatoes and croutons with a thyme vinaigrette

Grilled Marinated Vegetables

Seasonal Fresh Fruit Platter

International Cheese Display

Pasta Salad

Fresh Rolls and Butter

Served in Copper Chafing Dishes

Chicken Francaise

Asian Beef

Chicken Fingers and French Fries

Tortellini Alfredo

Penne Vodka

Chef's Selection of Potatoes & Vegetables

Dessert; Assorted House Baked Cookies and Brownies

Beverages

Unlimited Soft Drinks
 Fresh Brewed Coffee, Decaffeinated Coffee and Tea

Security included in pricing

COMMENTS & SPECIAL INSTRUCTIONS

Dinner Buffet - Friday, May 24 - 6:00 pm

Board of Education check is an acceptable form of Payment

Subtotal	34,965.00	Paid	0.00	Pay Method	Check	Card Number
Tax (7%)	0.00	Balance	41,608.35	Card Type		Expires
Serv Chg (19%)	6,643.35	Next Deposit	1,000.00	Card Holder		
Total Value	41,608.35	Due Date	8/11/2011	Signature		

Deposits Schedule

Due	Amount	Comment
8/11/2011(Thu)	\$1,000.00	Fixed Amount
2/15/2013(Fri)	\$19,804.17	50% of Remaining Balance
5/10/2013(Fri)	\$20,804.18	100% of Remaining Balance

PAYMENTS RECEIVED

Date	Payment	Method	Card Type	Card Number	Card Holder
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We require a final guest count 14 days prior to the event. If the attendance falls below the minimum guarantee, the customer will be charged for the guaranteed number of guests.

A non-refundable deposit is due upon signing of this contract. We have received \$0.00 deposit. Return your signed contract within seven (7) days along with the remaining balance if applicable to validate this contract.

Credit cards and personal checks are accepted for the initial deposit only - additional deposits and final payment must be submitted in the form of cash or certified funds (including bank check, money order and cashiers check) **PF** Board of Ed check

A second, non-refundable deposit of one-half of the remaining balance is due fourteen (14) weeks prior to the function date. These funds must be submitted in the form of cash or certified funds (including bank check, money order and cashiers check) **PF** Board of Ed check

The entire remaining balance must be paid in full fourteen (14) days prior to the function date. These funds must be submitted in the form of cash or certified funds (including bank check, money order and cashiers check) **PF** Board of Ed check

In the event of cancellation, the Pines Manor will retain all deposits and payments on account in full. In addition, the number shown as "GUARANTEE COUNT" will be used to calculate the minimum amount due the Pines Manor as per this contract. The minimum guarantee is not subject to reduction and the Pines Manor reserves the right to charge and collect on the minimum guarantee.

CUSTOMER _____

Date: _____

PINES MANOR _____

Date: _____

PINES MANOR _____

Date: 1/10/12

TWO SIGNATURES ARE REQUIRED

PLEASE SIGN AND RETURN A COPY WITHIN 7 DAYS WITH DEPOSIT IN ORDER TO VALIDATE THIS CONTRACT CONTRACT SUBJECT TO TERMS AND CONDITIONS ON REVERSE.

TERMS AND CONDITIONS

1. The Client hereby contracts for the guaranteed number of persons shown on this contract for which the Client agrees to pay charges set forth herein. The Pines Manor agrees to cater the function and to render the additional services contracted for the Client in accordance with the provisions of this contract.
2. The Client agrees to pay for all persons attending as per diagram submitted but not less than for the number guaranteed. Pines Manor may limit services to the number of persons guaranteed.
3. The Client will not be permitted to bring any food or alcoholic beverages onto the premises.
4. The Pines Manor reserves the right to reasonable additional charges for affairs running beyond the time agreed upon. All additional charges must be paid on the date of the affair.
5. The Client will take good care of the fixtures, furnishings and personal property of the premises. The Client assumes responsibility for any damage to such property that may be caused by the Client, the Client's employees, guests or invitees. The Client agrees to hold the Pines Manor and its agents harmless from any claim that may be asserted against it as a result of the acts of the Client or its guests, its agents, or its members.
6. The Pines Manor and its employees are not held responsible for items received, shipped, left or stolen.
7. The management reserves the right to control the level of amplification in the interest of comfort of all guests.

Tuesday, January 10, 2012

CUSTOMER: _____ Date: _____

PINES MANOR _____ Date: 1/10/12