



Large Party Policies At The Great Dane Hilldale

Thank you for your interest in The Great Dane Hilldale!

At the Great Dane Pub Hilldale, reservations are taken for parties of eight or more people, except Friday or Saturday nights when we accept reservations for parties of 20 or more people only. All parties of 20 people or more require a signed contract and advance deposit. Parties of 20 or more people also require either a selection of a custom menu or a pre-order menu from the Main Courses section of our Large Party Dinner Menu, depending upon the group size.

Reserved areas require minimum purchases according to the following:

Guaranteed purchase amounts for Reservations:

	<u>Sun –Thurs</u>	<u>Fri - Sat</u>
Private Room 2, seats 32 people - spending of	\$150/hour*	or \$300/hour*
Private Room 3, seats 28 people - spending of	\$150/hour*	or \$300/hour*
<small>(This is our largest quiet and private room)</small>		
Boardroom, seats 8 –10 people - spending of	\$100/hour*	or \$125/hour*
<small>(This room is quiet and private)</small>		
PH 120's, seats 24, stands 50 people - spending of	\$150/hour*	or \$300/hour*
<small>(This area is the 5 pub style tables and on the main floor of the Billiards Lounge)</small>		
Stage, seats 24, stands 30 people - spending of	\$150/hour*	or \$300/hour*
<small>(This area is raised up 2 steps and defined by a railing in the Billiards Lounge)</small>		
Mezzanine, seats 24, stands 40 people - spending of	\$150/hour*	or \$300/hour*
<small>(This area is located up a flight of stairs, overlooking the entire Billiards Lounge)</small>		

*All food, beverages, taxes & gratuity will be applied toward the hourly rate *except* when cash bar service is provided. Cash bar purchases are not applied toward the minimum purchase amount per hour.

Note: If the time allotment is exceeded, a charge of half the hourly rate will be applied to each half-hour over the scheduled time period.

The Private Dining capacity at the Great Dane Pub Hilldale is a maximum of 32 people. Parties larger than this will be accommodated if possible, but may require the party to be split among separate seating areas.

Check/Bill- A single, itemized check/bill is presented to parties of eight or more people.

Contracts- The Great Dane Pub will email, mail, or fax an **initial contract** that is an agreement of the details pertaining to your event to take place at the Great Dane Pub & Brewing Co. at Hilldale. This contract should be completed and returned as soon as possible along with the deposit in order to confirm the reservation. A **final contract** will be provided to the guest about two weeks before the reservation. This contract will confirm the details of the number of guest and the menus. If any changes need to be made to the final contract, the contract will be re-written by the Great Dane Pub Hilldale. Any changes made by the guest, will null and void the contract. The final contract must be returned at least 1 week before the reservation.



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Special Events- The Great Dane Pub reserves the right to accept limited reservations any time that it deems necessary. (i.e. Holidays, Graduation Weekends, Sporting Events, etc)

Deposits- A deposit of \$50.00 or 50% of costs, depending on the size of the group, is required with a signed initial contract as soon as possible to guarantee the reservation. We accept cash, check, or credit card: Visa, MasterCard or American Express is accepted in person or by telephone. The deposit is refundable up to thirty days prior to your reservation according to the following cancellation terms.

Cancellation- In order to receive your full deposit refund, a written notice of cancellation must be delivered at least 30 days prior to the date of your reservation. If a written notice is not received, the deposit will be forfeited to the Great Dane Pub.

Time Limit- The contract states the hours your party is guaranteed to have the reserved space. If it is available, additional time will be prorated at half of the hourly rate in half-hour increments.

Food and Beverage must be provided by the Great Dane Pub. Outside catering cannot be brought into our restaurant with the exception of cakes. Guests may bring a cake into the restaurant but the Great Dane Pub will charge a \$10.00 cake charge. The Great Dane Pub will provide plates, napkins, and utensils for the cake for this charge.

Linens: If you would like to have linens on your reserved tables, please specify in your contract. We only offer white table linens, not linen napkins. The linens are \$3.00 per table and the number of tables varies depending on the reserved area. The Large Party Coordinator can provide more specific details.

Decorating- The Great Dane Pub does not provide decorations for parties. A representative of your party can decorate for your party at a time that is set up with the Great Dane Pub - generally this time is not more than 15 minutes prior to your reservation. The Great Dane Pub does not allow any decorations to be attached to the ceilings or walls of any area of the establishment.

Underage Persons- Persons under the age of twenty one are not allowed on the premises after 9:00 pm unless accompanied by a parent or legal guardian relationship established by paper.

Ten-minute hold- We will only hold a reservation for ten minutes past its scheduled time. If the contact person for the reservation does not inform the manager on duty of late arrival, the table(s) and/or area will be forfeited along with the deposit. If you should need to call a manager, please call (608) 661-9400 and ask to speak with the manager on duty.

Smoking- Smoking is not allowed anywhere in the facility, due to city ordinance.



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Gratuity- An 18% (Eighteen percent) gratuity, listed as a service charge on the bill, may be added to parties of eight or more. A 20% (twenty percent) gratuity, listed as a service charge on the bill, may be added to those parties who select a cash bar service or limited tab bar service with only non-alcoholic beverage options.

Menu Options- Different menu options are available depending on the type of party.

Appetizer Platters from our Large Party Menus are available. These must be pre-ordered at least one week in advance of the reservation date. These include any needed plates, napkins, and utensils. Please see the Appetizer Menu for detailed information.

We offer individual **house salads** with your meal for \$2.75 each.

Salad dressings may be selected from our menu and are served family style.

Main Course Options are determined based on the number of guests in the party.

- Our **Full Menu** is available to parties of up to 19 people.
- A **3-item customized menu**, created from three selections from our Large Party Dinner Menu, must be selected for parties from 20 up to 30 people.
- A **4-item customized menu**, created from four selections from our Large Party Dinner Menu, may be used for pre-order of the meal one week in advance of the reservation date for all parties. *This menu option is required for parties of 30 or more people.*

Note: On a customized menu, any main course that requires a temperature will be prepared to medium. Unfortunately, temperatures per order are not available for large parties.

We offer **Desserts** from our Large Party Desserts menu in pre-ordered individual quantities or as a platter. Please ask about special orders.

Additional details are available in the Large Party Menus or from the Large Party Coordinator.

Bar Service for parties must be selected from the following options.

Open bar in which guests may order any non-alcoholic beverage or alcoholic beverage (beer, wine, mixed drink) on the bar tab.

Limited tab (A) in which guests may only order certain types of drinks on the bar tab. The guest chooses from the following selections: soda, tea, coffee, juice, beer, house wines, rail liquors, feature wines, brand name liquors.

Limited tab (B) in which raffle-style tickets are redeemed for drinks on the bar tab. The guest pre-determines the types of drinks that the tickets are redeemable for. We provide the tickets and the guest is responsible for distributing them.

Cash bar in which guests pay for their drinks separately from the bar tab of the party. Note: Cash bar purchases do not accumulate toward the guaranteed purchase amount per hour.

Thank you again for your interest in the Great Dane Pub & Brewing Co. at Hilldale. If you have any questions or would like to speak to Jeff Gresley, Large Party Coordinator, please call (608) 661-9400 or email at jeffrey.gresley@greatdanepub.com.