

## **Dining Policy Guidelines**

### **Food Guarantees**

Joel's Grand Cuisine and The Hampton Inn and Suites Hotel require a meal guarantee 72 hours (3 business days) prior to your event or on the last working day of the week if the event is to take place during or after a holiday. If a meal guarantee is not received, a guarantee will be established based on the current house count or the last written estimate, whichever is greater. This number is not subject to reduction. Joel's Grand Cuisine and The Hampton Inn and Suites Hotel will set 5% over the guarantee, not to exceed 10 guests, for functions of 20 guests or more.

### **Service Charges**

Food and Beverage prices are subject to 9.75% State Sales Tax and 21% Maintenance Charge. All other charges are subject to 9% Sales Tax. Events with fewer than 20 guests in attendance may be subject to additional service charges. For all in-room preparation and carving stations requiring a Chef, a fee of \$100.00 per Chef will be assessed. Menu prices are adjusted due to market availability of product. Prices will be guaranteed 60 days prior to the event.

### **Special Catering Services**

We would be delighted to design menus to complement your special event. Our professional staff welcomes the opportunity to serve you. Our Catering office will be pleased to assist you with any special arrangements such as flowers, music and theme decorations.

### **Decorations/Signs**

Decorations or displays brought into the hotel by the guest must be approved prior to the arrival. Items may not be attached to the wall, floor or ceiling with nails, staples or any other substance in order to prevent damage to the fixtures and furnishings. The client will assume all responsibility for any damage to the hotel premises for such items. The display of signs is not permitted in the lobby or public areas of the hotel without prior written approval. Signs may be used in the conference areas of the hotel.

