

Thai Time Restaurant

Thai Time LLC

96 Front St. Binghamton, NY 13905

(607) 724-8424

Email: webmaster@thaitime.com

www.facebook.com/thaitime.binghamton

Today's date ___/___/___

Has this been added to calendar? Y / N

Customer Contact and Info

Name: _____ Address: _____

Phone: _____ Cell: _____

Email: _____

Description and Details of Event

Type of Event? _____ Onsite or Offsite _____ People expected _____

Day: _____ Date: _____ Time span of event: _____

Open Bar Details if needed: _____

(starting at \$25 per person/well&domestic/2 hour limit)

Room Rental: _____ (starting at 150.00 an hour/ \$250 Fri/Sat)

50% down payment to reserve space

Deck? Hookahs? Outside food? : _____

Live DJ or Bouncer needed? : _____ Bar/Event staff: _____

Pre-party cake drop-off or decorations set-up? _____ Time: _____

Food Details and Event Notes:

Tray(s) of Appetizer: _____

Tray(s) of Main Course Entrée: _____

Manager Sig. _____

Event-holder Sig. _____

Amount: _____

Deposit: _____ Received by: _____

Tax: _____ Due by: _____

Total Balance: _____

Cancellation notification one week prior to event, or refund not returned

Gratuity is not included in event total unless stated (Y or no)