

# JULY, 2008 BANQUET/CATERING POLICIES & GENERAL GUIDELINES



Thank you for your interest in Sea Dog Banquet & Conference Center. It is our goal to provide you with quality food, service and atmosphere. To do this, we ask your support and cooperation in the following areas:

## ROOM USE INFORMATION:

Sea Dog Banquet & Conference Center will provide all food & beverage service. Our Banquet Menus are simply guidelines. We will be happy to create a custom dining experience for you and your guests. Clients may not bring any food or beverages into the facility, with the exception of cakes. Food and Beverage charges are subject to 18% service & setup charge and 7% Maine State Tax. Should your organization be tax-exempt, you are required to provide us with a copy of Exemption certificate before your function date in order to not be charged Maine State Tax. **Please note: Food served in a buffet-style setting will remain in the room for a reasonable amount of time to serve all guests and then will be removed. We cannot allow leftover food to be removed from our facility. Leftover food remains property of Sea Dog Banquet and Conference Center.**

Daytime functions must end at 4:00 p.m. but will be negotiable depending on function size and day. Upon availability the room is available for an additional \$100.00 per extra hour. We reserve the right to move events to a room suitable for the amount of guests guaranteed. Rooms are available for a 5 (five) hour timeframe for social and/or non business functions. If you exceed the time confirmed, a charge of \$100.00 per hour will occur. You will be charged for a full hour for any part of an hour you remain in the room beyond your confirmed time. When available, the client may have access to the room 1 (one) hour prior to the event to place decorations with prior notice to our office. Your room will be available for you and your guests to enter a maximum of 30 minutes prior to your quoted event starting time.

Guaranteed attendance is due two weeks prior to the event. If no guarantee is received in our office by the deadline, your anticipated attendance will serve as the guarantee. All charges are based on the guarantee, or the actual number of guests served, whichever is greater. If attendance is less than guarantee, leftover food remains property of Sea Dog Banquet & Conference Center. For your convenience we are prepared to set up for 5% over your guarantee. There is an extra charge for any people over the allowance. Sea Dog Banquet & Conference Center is not responsible to provide meals to additional guests over the 5% allowance.

## DEPOSITS, PAYMENTS & CONTRACTS:

- Rooms are not considered booked or confirmed until Sea Dog Banquet & Conference Center has received the deposit amount & a signed contract.
- Upon booking, an estimated amount of guests and deposit equal to room rental value is due. This deposit is non-refundable and is required to guarantee your event and will be applied towards your final bill providing no damages have incurred. For Individuals, two weeks prior to your event final payment is due. Final guest count, menu and beverages selections, room setup and linen color choices are also due. If final person count is not provided, the estimated guest count at time of booking will serve as final count. Any people over and above this count will be charged an extra amount.
- For corporate functions payment is due on the day of the event. Invoicing must be discussed and approved with Banquet Management prior to the event.
- These requirements may be waived and/or modified at the discretion of Sea Dog Banquet & Conference Center.

## LIABILITY & DECORATING:

Sea Dog Banquet & Conference Center is not responsible for any articles left on our premises before, during, or after your function. All banners must be hung by Sea Dog personnel. All decorative items must be approved by Banquet Management prior to event. **Confetti is not permitted and will incur an additional \$100.00 cleaning charge.** No pins, tacks, nails or double-faced tape can be used to hang materials on the wall coverings. Any damages will be charged accordingly. The customer assumes full responsibility for damages done to premises by themselves or guests. It is the customer's responsibility to pass this information onto anyone decorating and/or setting up equipment for them.

## ALCOHOL/BAR POLICIES:

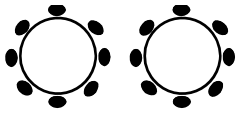
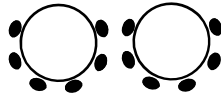
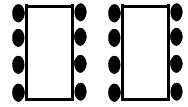
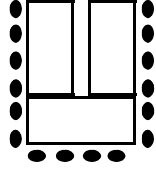
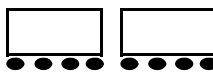

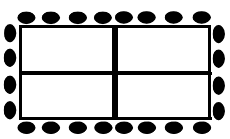
Sea Dog Banquet and Conference Center provides a full bar for your event at no charge however if bar sales do not meet a minimum of \$150.00 you will be charged a \$75.00 bar set up and staffing fee. Maine State Law prohibits any alcohol (even champagne) to be brought onto the premise, or brought outside. It is illegal for minors under age 21 to consume alcohol. Anyone who is observed furnishing alcohol to a minor will be asked to leave along with the minor. We proudly serve responsibly, using professional bartenders who reserve the right to discontinue alcohol service to anyone deemed intoxicated.

**Sea Dog Banquet & Conference Center reserves the right to modify or change these policies or menu pricing without notice.**

# JULY 2008 ROOMS & RATES

Sea Dog Banquet & Conference Center is proud to offer our clients different rooms choices to meet their needs. Whether it be for a all-day meeting or an evening of celebration, we have the perfect room for your gathering.

With our extensive menu choices and friendly & professional staff, you can relax and enjoy yourself - we are at your service.

Capacities	Room Rental Rates			Table Setups
<b>THE RIVER DRIVER ROOM</b>	<b>ROOM RENTAL</b>	<b>IF YOU PURCHASE FOOD AMOUNT OF AT LEAST</b>	<b>DISCOUNTED ROOM RENTAL</b>	
Rounds/Rectangle ..... 24	DAYTIME 8 Hrs	\$150.00	\$180.00 → \$90.00	Round 8 per table 
Semi-Oval ..... 18	DAYTIME 5 HOURS	\$100.00	\$150.00 → \$75.00	Round Semi-Oval 6 per table 
U-shape ..... 12	EVENING 5 HOURS	\$150.00	\$185.00 → \$75.00	Rectangle 8 per table 
Board Room ..... 16				U-Shape 
Classroom ..... 12				Classroom 
<b>THE KENDUSKEAG ROOM</b>	<b>ROOM RENTAL</b>	<b>IF YOU PURCHASE FOOD AMOUNT OF AT LEAST</b>	<b>DISCOUNTED ROOM RENTAL</b>	
Rounds/Rectangle ..... 40	DAYTIME 8 Hrs	\$175.00	\$275.00 → 125.00	Theater 
Semi-Oval ..... 32	DAYTIME 5 HOURS	\$125.00	\$250.00 → \$100.00	Board Room 
U-shape ..... 22	EVENING 5 HOURS	\$175.00	\$300.00 → \$100.00	
Board Room ..... 24				
Classroom ..... 24				
<b>THE PENOBSCOT ROOM</b>	<b>ROOM RENTAL</b>	<b>IF YOU PURCHASE FOOD AMOUNT OF AT LEAST</b>	<b>DISCOUNTED ROOM RENTAL</b>	
Rounds/Rectangle ..... 64	DAYTIME 8 Hrs	\$275.00	\$450.00 → \$200.00	
Semi-Oval ..... 48	DAYTIME 5 HOURS	\$200.00	\$375.00 → \$125.00	
U-shape ..... 35	EVENING 5 HOURS	\$275.00	\$475.00 → \$125.00	
Board Room ..... 40				
Classroom ..... 40				
Theater ..... 100				
<b>THE PENOBSCOT &amp; KENDUSKEAG ROOMS COMBINED</b>	<b>ROOM RENTAL</b>	<b>IF YOU PURCHASE FOOD AMOUNT OF AT LEAST</b>	<b>DISCOUNTED ROOM RENTAL</b>	
Rounds/Rectangle ..... 120*	DAYTIME 8 Hrs	\$395.00	\$675.00 → \$275.00	
Semi-Oval ..... 90	DAYTIME 5 HOURS	\$295.00	\$600.00 → \$200.00	
Classroom ..... 64	EVENING 5 HOURS	\$395.00	\$825.00 → \$275.00	
Theater ..... 140				

**PLEASE READ:**

Daytime functions must end at 4:00 p.m. but are negotiable depending on function size and day. Upon availability, rooms are available for an additional \$100.00 per hour. We reserve the right to move events to a room more suitable for the amount of guests guaranteed. Rooms are available for a 5 (five) hour timeframe for social and/or non-business functions. If you exceed the time confirmed, a charge of \$100.00 per hour will occur. You will be charged for a full hour for any part of an hour you remain in the room beyond your confirmed time. When available, you may have access to the room 2 (two) hours prior to the event to place decorations with prior notice to our Banquet Office. Your room will be ready for you and your guests to enter a maximum of 30 minutes prior to the confirmed start time of the event.

*Sea Dog Banquet & Conference Center reserves the right to modify or change these policies or menu pricing without notice.*



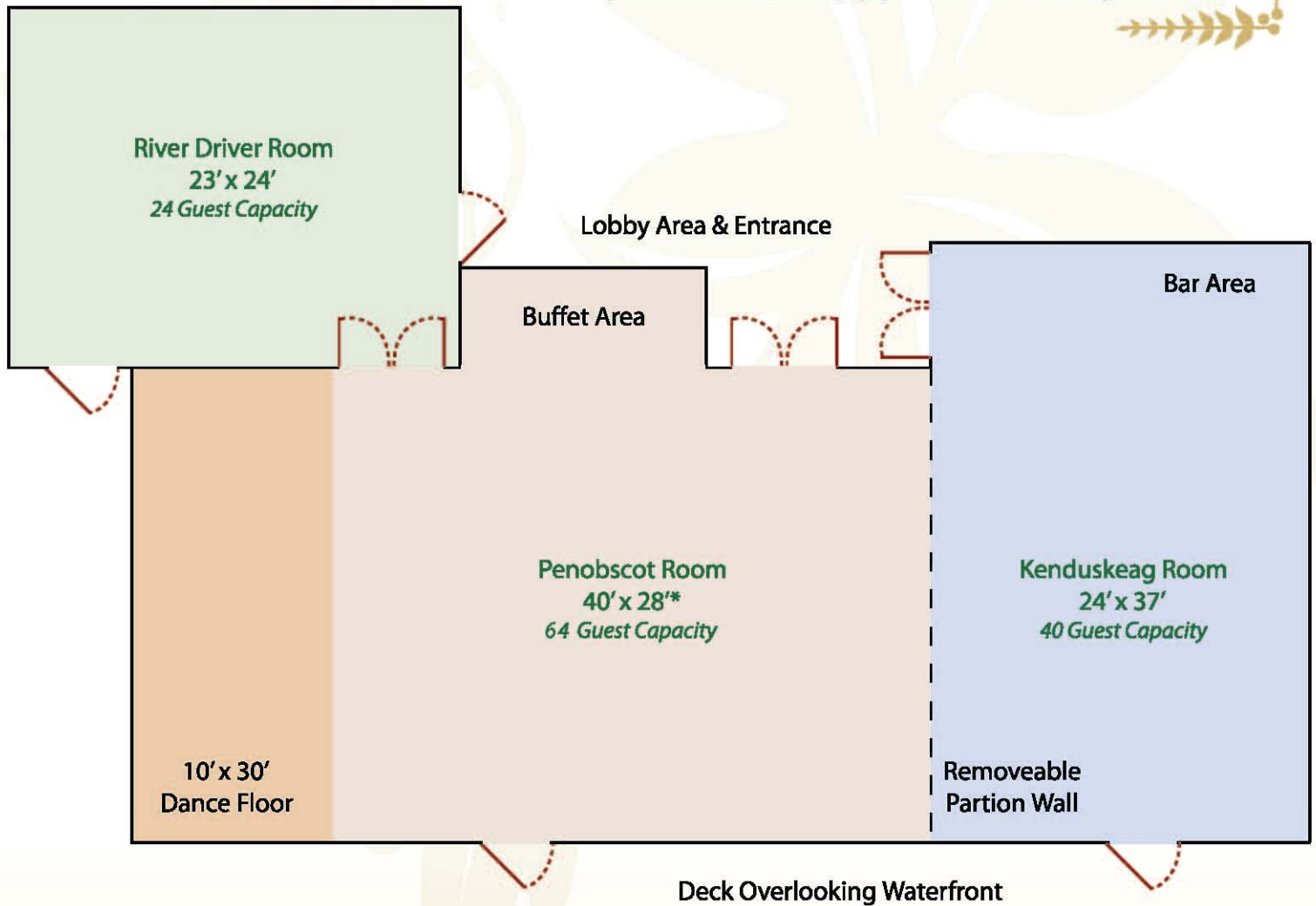
**26 Front Street  
Bangor, ME 04401  
(207) 947-5484**



## Sea Dog Banquet & Conference Center

is proud to offer our clients different rooms choices to meet their needs. Whether it be for a all-day meeting or an evening of celebration, we have the perfect room for your gathering.

With our extensive menu choices and friendly & professional staff, you can relax and enjoy yourself - we are at your service.



*\*Not including dance floor & buffet area*

*\*Penobscot & Kenduskeag rooms combined provide 128 guest capacity.*

# SEA DOG BREAKFASTS

Whether it be a company meeting or a special A.M. gathering, these selections will keep your guests alert & interested. *Minimum 25 person charge.*

## **“Good Morning”** **\$5.95/person**

**Bagels • Muffins • Danish**  
(served with cream cheese, butter, jelly preserves & peanut butter)

**Coffee, Decaf, Tea**

Add Fresh Fruit for \$1.75/person.  
Add Assorted Fruit Juices for \$1.75/person.

## **“Brand New Day”** **\$11.95/person**

- Danish & Muffin Assortment
- Sliced Seasonal Fresh Fruits
  - Scrambled Eggs
  - CHOOSE: Bacon or Ham
  - Blueberry Pancakes
- Coffee, Decaf & Assorted Fruit Juices

## **“Start The Day Off Right”** **\$15.95/person**

- Danish & Muffin Assortment
  - Eggs Benedict
- Bacon, Sausage, & Ham
- Sliced Seasonal Fresh Fruits
  - Scrambled Eggs
  - Blueberry Pancakes
    - Homefries
- Coffee, Decaf, Tea & Assorted Fruit Juices

**Add on an Omelet Station to any category for \$3.00 per person.**

*The volume of food served is based upon the final guest count submitted and the average portion per person. We provide 5% overage at no additional charge. If you believe your party will require more than our standard portion provided, additional food may be requested and will be charged accordingly. Special dietary requests always welcome! Please discuss your requirements with our Banquet Coordinator. All prices are subject to a 7% State of*

# SEA DOG APPETIZERS

## Stationed *or* Passed/Butlered Hors D'Oeuvres

25 pieces each

**Butlered/Passed Hors D'oeuvres Service is an elegant, polished way to present your guests their selections.**

	<i>Stationed...</i>	<i>Passed Service</i>
Meatballs (choose: Sweet 'N Sour • BBQ • Swedish • Italian (w/marinara) .....	\$23.99	\$30.99
Fried Pork Potstickers (with an Asian Slaw) .....	\$29.99	\$36.99
Vegetable Bruschetta .....	\$36.99	\$43.99
Sausage Stuffed Mushroom Caps .....	\$43.99	\$50.99
Proscuitto Wrapped Melon .....	\$43.99	\$50.99
Thai Peanut Chicken Skewers .....	\$44.99	\$51.99
Beef Bruschetta .....	\$45.99	\$52.99
Crab Stuffed Mushroom Caps .....	\$48.99	\$55.99
Smoked Salmon Mousse in Mini Vol Au Vent .....	\$48.99	\$55.99
Salmon, Cream Cheese & Dill Pinwheels .....	\$48.99	\$55.99
Spanikopita thin filo pastry filled with spinach, garlic & feta cheese .....	\$48.99	\$55.99
Mini Quiche An assortment of Spinach • Quiche Lorraine • Cajun Shrimp .....	\$56.99	\$63.99
Bacon Wrapped Scallops with Maple-Mustard Glaze .....	\$58.99	\$65.99
Jack Daniels Teriyaki Beef Skewers.....	\$59.99	\$66.99
Shrimp Cocktail .....	<i>Market</i>	

## Appetizer Platters

25 average portions

Tortilla Chips & Salsa .....	\$15.95
Potato Chips & Onion Dip .....	\$16.95
Potato Chips & Clam (or) Shrimp Dip .....	\$19.95
Tortilla Chips & 7 Layer Dip .....	\$24.95
Relish Tray Assorted Olives, Deli Pickles & Deviled Eggs .....	\$29.95
Sautéed Mussels Choose: Classic with Garlic & White Wine <i>or</i> with Windjammer Ale.....	\$29.95
Fresh Vegetables & Dip Choose: Ranch <i>or</i> Hummus .....	\$34.95
Spinach & Artichoke Dip with Tortilla and Pita chips .....	\$34.95
Hummus Sampler Plain, Roasted Red Pepper & Pesto .....	\$34.95
Domestic Cheese & Crackers American, Pepper-jack, Cheddar & Provolone .....	\$39.95
Fresh Seasonal Fruit with Yogurt Dip .....	\$39.95
Buffalo (or) BBQ Chicken Wings .....	\$39.95
Boneless Chicken Tenders Choose: Plain • Buffalo • BBQ .....	\$49.95
Sea Dog Antipasto Platter International Meats, Grilled Vegetables & Olives.....	\$79.95
International Cheese & Crackers Imported cheeses from around the world.....	\$99.95
Smoked Salmon with Diced Onions, Capers, Hard-Boiled Eggs & Crackers.....	\$99.95
Lobster (or) Shrimp Baked Brie in Puff Pastry .....	<i>Market</i>

All prices are subject to 7% State of Maine Food Tax and 18% Facility Fee. Prices are subject to change without notice.

July 2008

**SEA DOG**  
*Banquet & Conference*  
CENTER



# SEA DOG FULL MEALS

## Deli Cuts \$13.95/person

Sliced Deli Meats: *Turkey • Ham • Roast Beef*  
 Sliced Cheeses: *American • Swiss • White Cheddar*  
 Soft Sandwich Rolls  
 Lettuce, Tomato & Onion  
 Dijon Mustard & Mayonnaise  
 Garden Salad *with Assorted Dressings*  
 Pasta Salad  
 Fresh Baked Cookies  
 Ice Water

## Italian Pasta \$13.95/person

Penne Pasta  
 Marinara Sauce  
 Meatballs  
 Choose: *Chicken or Eggplant Parmesan*  
 Garlic Bread  
 Garden Salad *with Assorted Dressings*  
 Assorted Cookies  
 Ice Water

## Home-Style \$15.95/person

Choose **TWO Entrees:**  
 Eggplant Milanese  
 BBQ Chicken Quarters  
 Baked Haddock *with Crumb Topping*  
 Meatloaf & Mushroom Gravy  
 Baked Pasta Marinara  
*Served with Rice Pilaf, Garden Salad & Dressings, Fresh Baked Cookies & Ice Water.*

The Below Packages Include Your Choice Of Either Rice Pilaf, Mashed Potato or Roasted Red Sliced Potato. Also included is Garden Salad with Assorted Dressings, Vegetable Du Jour, Rolls & Butter, Sea Dog Mini-Desserts and Coffee & Tea.

## Marshall Point

choose two entrees  
**\$17.95/Attended • \$20.95/Plated**

Meat (or) Vegetable Lasagna  
 Stir-Fry (Vegetable or Chicken)  
 Baked Haddock Au Gratin  
 Black Forest Ham *with a cinnamon-clove glaze*  
 Baked Stuffed Chicken *with bread stuffing & chicken gravy*  
 Sea Dog Beef Tips with Orzo

## Grindell Point

choose two entrees  
**\$19.95/Attended • \$22.95/Plated**

Mediterranean Haddock *with Olive Oil, Garlic, Grape Tomatoes & Basil*  
 Chicken & Broccoli Alfredo *served over Penne Pasta*  
 Chicken Marsala *served over Penne Pasta*  
 Grilled Salmon *with a Caper Dill Sauce*  
 Sea Dog Beef Burgundy

## Curtis Island

choose two entrees  
**\$20.95/Attended • \$23.95/Plated**

Baked Stuffed Haddock *with a classic Newburg Sauce*  
 Asian Glazed Salmon  
 Mediterranean Chicken *with artichokes, tomatoes, mushrooms & prosciutto in a Madeira wine sauce.*  
 Southwestern Beef Tips *with roasted red peppers & onions*  
 Portobello Chicken *with grape tomatoes*

## Owl's Head

choose two entrees  
**\$25.95/Attended • \$28.95/Plated**

Broiled Citrus Chicken Breast *with a Maine shrimp citrus glaze*  
 Pork Tenderloin *with a peach glaze*  
 Chateaux Stilton Beef Tips  
 Salmon Oscar  
 Pecan Encrusted Chicken *with a raspberry coulis*

## Kids Meals \$8.95 each

*Ages 12 & under—plated meals*  
 Personal Pizza (Cheese or Pepperoni)  
 Pasta with Marinara & Meatballs  
 Chicken Tenders with French Fries

## Add A Carving Station

Ham.....\$2.95/person  
 Turkey.....\$4.95/person  
 Roast Beef au Jus.....\$6.95/person  
 Prime Rib au Jus.....\$8.95/person

Based On Guaranteed Guest Count at 6oz. Per Person. Minimum 25 Person Order.

## Soups & Chowder

Soup  
 Du Jour.....\$2.50/person  
 New England  
 Clam Chowder.....\$3.50/person

## Downeast Shore Dinner

Plated - Market Priced

Steamed 1 ¼ lb. Maine Lobster  
 Steamed Mussels  
 New England Clam Chowder  
 Coleslaw  
 Corn on The Cob  
 Maine Blueberry Cornbread  
 Apple & Blueberry Crisp

The volume of food served is based upon the final guest count submitted and the average portion per person. We provide 5% overage at no additional charge. If you believe your party will require more than our standard portion provided, additional food may be requested and will be charged accordingly. Special dietary requests always welcome! Please discuss your requirements with our Banquet Coordinator. All prices are subject to a 7% State of Maine Food Tax and 18% Facility Fee. Prices are subject to change without notice.

# DESSERTS & BEVERAGES

Luscious enhancements to make your dining experience end on the *sweetest note.*

**SEA DOG**  
*Banquet & Conference*  
CENTER



## Dessert Stations

price per person based on guest count

- Make-Your-Own Ice Cream Sundaes** \$5.00/pp  
*Creamy vanilla ice cream with warm chocolate sauce, creamy caramel, nuts, whipped cream and cherries.*
- Strawberry Shortcake** \$6.00/pp  
*Juicy sweet strawberries, fluffy homemade biscuits & whipped cream.*
- Chocolate Fondue** \$6.50/pp  
*Hosted by a Banquet Chef. Seasonal Fruits, Marshmallows, Pretzel Sticks and Vanilla Wafers with warm melted milk chocolate & skewers for*

## Beverages

- Beverage Bowl (serves 25)** ..... \$25.00  
*Choose: Punch • Lemonade • Iced Tea*
- Coffee & Tea Station** ..... \$1.75/pp  
based on guaranteed guest count
- Iced Cans of Soda\*** ..... \$1.50/ea.
- Bottled Water** ..... \$1.75/ea.
- \* Coke, Diet Coke, Sprite, Canada Dry Ginger Ale

## Per Piece Desserts

- Apple & Blueberry Crisp** ..... \$3.95 pp  
*With whipped cream. Serve a la mode for \$1.00 pp.*
- Fresh Baked Pie Du Jour** ..... \$3.95 pp  
*With whipped cream. Serve a la mode for \$1.00 pp.*
- Upside Down Pineapple Cake** ..... \$4.95 pp  
*Garnished with pineapple chunks and drizzled with sweet caramel.*
- Chocolate Soufflé** ..... \$4.95 pp  
*Sugar sprinkled moist chocolate served warm with a delectable chocolate center.*
- Warm Bread Pudding** ..... \$4.95 pp  
*Served with a Jack Daniels caramel sauce.*
- Sea Dog's Own Cheesecakes** ..... \$4.95 pp  
*Your choice: Blueberry • Windjammer Honey • Chocolate Stout • Plain Or try "Samplers" - a selection of all four!*
- Chocolate Dipped Strawberries** ..... \$2.25 pp  
*Fresh strawberries dipped in a hardened milk chocolate.*
- Fresh Baked Cookies** ..... \$1.25 pp
- Fresh Baked Brownies** ..... \$1.25 pp

## Specialty Sodas

**\$2.00** per bottle



**ORANGE POP**

**GINGER BEER**

**BLUEBERRY POP**

**STRAWBERRY POP**

**LEMON LIME**

**PARROT PUNCH**

All prices are subject to 7% State of Maine Food Tax and 18% Facility Fee. Prices are subject to change without notice.

## BANQUET & CATERING CONTRACT – SEA DOG

Please thoroughly read the information contained in your Banquet Information Folder. Please discuss any questions or comments with the Banquet Coordinator before signing this document. In addition to these policies, your signature on this document holds you responsible for the following guidelines pertaining to the Sea Dog Banquet and Conference Center:

I, \_\_\_\_\_ agree to fully comply with all of the provisions set forth in the Banquet/Catering Policies and General Guidelines, a copy of which has been supplied to me.

DATE OF EVENT: \_\_\_\_\_ ESTIMATED # GUESTS \_\_\_\_\_ ROOM : \_\_\_\_\_ DEPOSIT DUE\$ \_\_\_\_\_

### EVENT, MEAL AND ROOM PLANNING:

All food and beverages (with the exception of a professionally prepared cake) must be provided by Sea Dog Banquet and Conference Center; food and/or beverages (including champagne) are not to be brought onto the premises. Your final requirements regarding menu choices, room setup requests, linen colors, audio-visual needs and other needs must be received and confirmed by our Banquet Manager at least 10 days advance of the function. All food and beverage prices may be confirmed at that time. Daytime functions must end by 4:00 pm. Evening functions typically begin at 6:00 pm. Typically we offer five hours for your function. We reserve the right to move your party to a room suitable for the number of guests guaranteed. If you exceed the time confirmed, a charge of \$ 100.00 per hour will occur. You will be charged for a full hour for any increment of an hour you remain in the rooms beyond your confirmed time.

Upon booking, an estimated number of guests is required. A deposit in the amount of the room rental is due at this time as well. Deposits are non-refundable in the event of cancellation. Your event is not guaranteed unless a deposit and signed contract is received by our Banquet Manager. The person booking the banquet is the sole person with authorization to make choices or changes, and takes full financial responsibility for all charges related to the event.

Guaranteed number of attendees must be received 10 days prior to your event date. If attendance falls below this number the full guarantee will be paid. If attendance rises above this number, you will pay the quoted price per person plus a charge of \$5 per person. We are not responsible for food service to any additional guests beyond your final guarantee. If no final guarantee is received you will be charged for the original estimate (or revised estimate if one was received). Left-over food remains property of Sea Dog Banquet and Conference Center and cannot leave the premises. For health purposes, our buffets are left out long enough for guests to enjoy their meal, typically 60 minutes. Health Department regulations prohibit us from allowing guests to take home extra food or beverages.

Menu selection must be made a minimum of 10 days prior to the event date along with 50% of the food and beverage, audio/visual, and any additional linen charges including 7% Maine State Tax and 18% Service Fee. This payment is non-refundable for any cancellations. The remaining 50% of charges is due 1 business day prior to the event. If the estimated food and beverage bill is lower than the actual charges for meals served, the payment will be invoiced and payment is net 15 days. If credit is pre-approved and your event is invoiced, payment is net 15 days

### SERVICE CHARGES AND TAXES:

Maine State Tax (7%) and an 18% service charge is applicable to all food and beverages. Should your organization be Tax-Exempt, you are required to supply the Banquet Manager with a copy of Exemption certificate at least 4 weeks prior to your event. If no proof of exemption is received you will be charged for Maine State Tax.

### LIABILITY & DECORATING:

Sea Dog does not permit the affixing of anything to the walls, floor or ceilings of rooms, with nails, staples, tape or any other substance. Any and all decorative items must be hung by Sea Dog personnel for liability reasons. No rice, confetti or birdseed may be thrown or used in the building or outside. **No confetti may be used in any table or any other decoration, the use of this will incur a \$ 100.00 cleaning charge.** Room rental includes standard linen set ups of white tablecloths and house colored green cloth napkins. Different colored linens are available at an additional charge, please consult with Banquet Manager for current pricing.

Host agrees to be responsible for any damage to the premises or equipment by members, guests, invitees or outside groups contracted by host during the function. If damages would exceed the fee deposit held, clients agree to indemnify and fully pay and reimburse for any and all remaining costs of replacement of damaged premises, banquet and restaurant properties, equipment and facilities of the restaurant and banquet properties which are in any way damaged, destroyed or otherwise defaced or injured by the use of the clients or its or their agents, guest and invitees. Patrons also agree to be personally responsible for any outstanding balance that is due. . All items must be removed from premises immediately following function. Any items remaining on premise for more than 24 hours remain property of Sea Dog.

**ALCOHOL AND BAR POLICIES:**

Sea Dog prides itself on responsible alcohol service; our staff are TIPS certified (an alcohol safety program) through the State of Maine. As the host, you are accountable for the behavior of your guests. Please assist us in enforcing responsible drinking behavior.

All beverages must be provided by Sea Dog. No alcohol will be served to anyone under age 21 as stated by Maine law. Any person of questionable age must supply a valid ID to obtain alcohol.

We reserve the right to discontinue bar service (with no refund if pre-ordered), ask guests in question to leave with a designated driver, end the function with no refund if, and / or call the police if:

- 1) We find any of your guests are drinking beverages not supplied by Sea Dog, or outside of the building.
- 2) If a minor (under age 21) is found to be drinking.
- 3) If we find someone attempting to supply beverages to a minor or to guests who have been refused bar service.
- 4) If the safety of our staff, your guests and/or our facility is in question.

If beverage sales do not meet a minimum of \$150.00 you will be charged a \$75.00 staffing and set up fee.

**BANDS, DJS AND OTHER ENTERTAINMENT:**

**Bands and/or DJ's must be pre-approved by Sea Dog Banquet & Conference Center.** It is the responsibility of the host of the party to advise their entertainment provider that they must complete setting up their equipment no later than one hour prior to the scheduled arrival time of the first guests. No entertainment may be scheduled to perform later than 12:00 a.m.

One hour is allowed after the entertainment is concluded to take down and remove equipment from the facility. The event host will be charged at the rate of \$50 per hour for additional time taken by the entertainers to remove their equipment. Any extraordinary set-up requirements will be charged at an appropriate rate; the charge will be based upon the request and agreed upon in advance of the event. Sea Dog reserves the right to have final say over noise levels and content.

**PRICES QUOTED:**

Prices are subject to a proportionate increase to meet increased cost of foods, beverages and other costs of operation existing at the time of performance of our undertaking by reason of increases in present commodity prices, labor costs or taxes. Client expressly grants the right to Sea Dog Banquet and Conference Center to raise prices herein quoted and to make reasonable substitutions on the menu and agrees to pay such increased prices and accept such substitutions. Sea Dog Banquet and Conference Center agrees to give reasonable notice to the client in the event of an unavoidable price increase.

**PERFORMANCE OF THE AGREEMENT:**

Between Sea Dog Banquet and Conference Center and the client is contingent upon the ability of Sea Dog Banquet and Conference Center management to complete the same and is subject to labor disputes, accidents, government regulations, restrictions upon travel, transportation, food, beverage or supplies and other causes beyond the control of the management preventing and interfering with performance.

*My signature below indicates that I have read the information contained here and in the Banquet Information Folder and agree to abide by the Guidelines and Requirements set forth.*

Please sign and return one copy to us.

Date of Event: \_\_\_\_\_ Signature: \_\_\_\_\_

Company/Group: \_\_\_\_\_ Signature Date: \_\_\_\_\_

FINAL GUARANTEE DEADLINE DATE: \_\_\_\_\_

Sea Dog Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sea Dog Banquet & Conference Center