



Doc's on the Fox 232 North Milwaukee St. Waterford, WI 53185

The Patio Room Procedures and Arrangements

Food & Beverage

All food and beverage to be served to your guests must be purchased from Doc's on the Fox and consumed on premise with the exception of wedding/event cakes or desserts. No food or beverage will be allowed to leave the Patio Room except left over dessert or appetizer trays. **All prices will be guaranteed 90 days prior to the date of the function.**

Service Charges and Taxes

All food and beverage is subject to a 20% service charge. All food & beverage prices are subject to the current Wisconsin Sales Tax.

Payment

A \$150 deposit(room fee) via cash, check or credit card is required to hold the contracted space for your function. All deposits are non-refundable. Full payment for all food, beverage, room rental and services is required prior to departure, on the day of the event. This amount is based on the final guarantee of attendance, which is due 7 days prior to your function. Payment options include cash or credit card.

Cancellations

All deposits are non-refundable & non-transferable. In the event of a cancellation, a release form **Must Be Signed.**

Guarantees

In order for your event to be a success, the guarantee, or exact number of people expected will need to be given to your event coordinator SEVEN (7) days prior to your function. If less than the guaranteed number of guests attends, the final guaranteed number will still be charged. If more than the guarantee number attend, you will be charged accordingly. Doc's on the Fox will prepare food for 5% over your guarantee.

Decorating

Doc's on the Fox reserves the right to control these functions. **NO GLITTER, CONFETTI, RICE, BUBBLES or UNWRAPPED CANDY MAY BE USED OR SPRINKLED ON THE TABLES. NO attachments to or hangings from the walls or light fixtures may be used.** All candles must be fully enclosed for safety purposes. This will not be negotiated.

Beverage

Doc's on the Fox is the only authorized licensee able to sell and serve liquor, beer and wine on the premise. No beverage of any kind may be brought in or carried out by patron or guests. Doc's on the Fox reserves the right to control or refuse the consumption of alcohol. Proper Identification is required. Adults found providing alcoholic beverages to minors and anyone seen to be using

unlawful substances will be asked to leave the premise. If they refuse, a complaint will be filed with the local authorities.

Entertainment

NO live entertainment or DJ's are permitted in the Patio Room unless pre-approved by lessor.

Doc's on the Fox reserves the right to control sound levels. Due to dining in the main restaurant, volume levels must be kept to a minimum. Doc's on the Fox Cannot assume any responsibilities for personal property or equipment brought onto the premise.

Policy

The Lessee accepts liability for any damage done to the property of Doc's on the Fox in proportion to their use of the facility unless those directly responsible are apprehended and costs are paid by them. Doc's on the Fox shall not be held liable for any loss, damage, or legal action to or against any person or the property of any guest(s) of the lessee(s).

Staffing

All functions will be staffed as required to properly serve the event. Any special staffing required by the event will require additional charges as determined by Doc's on the Fox.