



142-144 Congress St. Portsmouth NH 03801
P 603.373.6464 F 603.766.0009

Private Party Contract Agreement

Please FAX your finished contract to Jay Krecklow at Radici,
(603) 766-0009. Your reservation is not guaranteed until this signed contract is received.

The _____ room has been reserved for your party on:

Date: _____

We are expecting guests to start arriving at: _____

At this time we have a guest count of: _____

On the day of your event your party will be charged for at least this minimum number of people unless we hear otherwise. You must provide a final guaranteed guest count 48 hours prior to your event.

A minimum charge of _____ is due for your event.

A cash or open bar is available. If food and beverage consumption does not meet minimum, the credit card below shall be charged for remaining balance.

Cancellations must be made 48 hours in advance. Cancellations made within 48 hours of an event will result in charging of minimum to the credit card below.

DATE: _____

Credit Card Information for DEPOSIT

Please Circle One: **VISA** **MASTERCARD** **AMEX**

Credit Card Number: _____ Exp. _____

Date: _____

Name as appears on card: _____

PLEASE PRINT

SIGNATURE