PVSC 49 conference Social Gathering

 Updated: 4/1/2022

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| **IEEE PVSC 49 Conference Social** | Thursday, June 9, 2022 |
| **BANQUET EVENT ORDER** | |

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| **ACCOUNT:**  IEEE Electron Devices Society | **SALES MANAGER:**Kevin Gilroy II |
| **CONTACT:**  Jessica Lotito | **EMAIL:**[kgilroy@yardsbrewing.com](mailto:kgilroy@yardsbrewing.com) |
| **ADDRESS:**  445 Hoes Lane Piscataway, NJ 00854 | **PHONE:**(215) 634-2600 |
| **EMAIL:** |  |
| **PHONE:** |  |
| **EVENT SUMMARY** | |

| Name | Date | Time | Areas | Event Type | | Guests | Gtd | Event F&B Min | | Rental |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **IEEE PVSC 49 Conference Social** | **6/9/2022** | **6:00 pm – 9:00 pm** | **Full Taproom Buyout** | **Conference** | | **300** |  | **$20,000.00** | |  |
| |  |  |  |  | | --- | --- | --- | --- | | **FOOD & BEVERAGE** | | | | | Qty. |  | Price | Total | | 300 | **OPEN BAR** INCLUDES:  *DRAFT BEER, WINE, NON-ALCOHOLIC BEVERAGES* | $38.00 | $11,400.00 | | 300 | **STATION STYLE** INCLUDES Hors D’oeuvres | Choose 5 Entree I Choose 2  Salad I Choose 1 | $36.00 | $10,800.00 | |  | **Hors D’oeuvres | Choose 5** |  |  | |  | Buffalo Wings |  |  | |  | Yards IPA Pretzel |  |  | |  | Hummus & Crudites |  |  | |  | Charcuterie & Cheese |  |  | |  | Crispy Sesame Broccoli |  |  | |  | Fried Mac & Cheese |  |  | |  | Mini Meatball Subs |  |  | |  | Falafel Sliders |  |  | |  | Chicken Satay Skewer with Peanut Sauce |  |  | |  | Brawler Burger Sliders |  |  | |  | Teriyaki Salmon Skewer |  |  | |  | Fried Shrimp Skewer with Garlic Chili Sauce |  |  | |  | Mini Crab Cakes +$8pp | $8.00 |  | |  | **Entree I Choose 2** |  |  | |  | Philly Style Roast Pork Sammie |  |  | |  | DIY Taco Bar choose 1 protein - pulled pork carnitas, adobo chicken, crispy fish, adobo tempeh |  |  | |  | Mac & Cheese Bar |  |  | |  | Meatball & Falafel Sammie |  |  | |  | Pale Ale Marinated Chicken |  |  | |  | **Salad I Choose 1** |  |  | |  | Caesar |  |  | |  | House Salad |  |  | |  | **Sides:**  Roasted Poatoes  Seasonal Vegetable |  |  | | | | | | |  | | | |

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| **BILLING** | |
|  |  | Total |
| Alcoholic Beverages |  | $11,400.00 |
| Food |  | $10,800.00 |
| Subtotal |  | $22,200.00 |
| Service Charge | 21.0% | $4,662.00 |
| Sales Tax | 8.0% | $864.00 |
| Liquor Tax | 10.0% | $1,140.00 |
| Outstanding F&B Minimum | $20,000.00 Total  -$20,000.00 Met | $0.00 |
| Grand Total |  | $28,866.00 |
| Deposit |  | [Pay Now](https://guest-docs.tripleseat.com/public_profile/events/22562132/payments/9350689/payment_form)  $7,216.50 |
| **Estimated Amount Due** |  | **$28,866.00** |

Client Signature

Print your name

*Review your signature*

* [**Type it**](https://guest-docs.tripleseat.com/guest_doc/727ccdba3cc14c97d72c6711ae61f3f6267c1a02/107166?t=ejiz335kpp7monsqgx3p#type-it)
* [**Draw it**](https://guest-docs.tripleseat.com/guest_doc/727ccdba3cc14c97d72c6711ae61f3f6267c1a02/107166?t=ejiz335kpp7monsqgx3p#draw-it)

I accept the terms of this agreement

Policies - COVID19 Update  
COVID-19 SAFETY GUIDANCE

In an effort to keep your guests safe, Yards Brewing Company is following all CDC Guidelines, as well as those outlined by the Pennsylvania Restaurant and Lodging Association. Those include;

-Outside dining only during the yellow phase.

-All guests must wear a mask at all times when not seated.

-Asking guests to refrain from unnecessary physical contact.

-Parties of 12 or more - party host must maintain contact on file for 2 weeks, including list of all guests including name, phone number, and location of origin.

1. The organization or individual reserving the facility at Yards Brewing Company shall be referred to as the “organizer” in this Event Reservation Agreement.

IMPORTANT CLIENT INFORMATION

2. In conjunction with the execution of this agreement the organizer must submit to Yards Brewing Company the following documents and payments before setup may begin:

a. A required deposit is due at the time of booking, with the remainder of the fees due 48 hours in advance of the event. Event reservation will not be confirmed until the deposit is received. Payment can be made:

a. By credit card, via the client.

b. In cash, delivered to Yards Brewing Company in person.

c. By check. All check payments must be sent with tracking information. Tracking information can be sent to Yards Brewing Company Event Coordinator.

3. Access to the event space will be provided for no more than 5 persons one hour before the start of the event. The organizer’s representatives, including party guests, party planners, caterers, party suppliers may not arrive until the setup start time without prior written approval by the Yards Brewing Company Events Manager.

4. Shipping items to Yards Brewing Company requires prior approval from Yards Brewing Company Event Coordinator, and all items must be received 3 days in advance of the party to guarantee their availability. All items must be shipped with tracking, and tracking information must be provided to Yards Brewing Company Event Coordinator no less than 5 days before the beginning of the event.

5. Final guest headcounts and menu changes are due at the following times:

a. All cocktail style events: 2 weeks in advance of the event date

b. All seated style events: 4 weeks in advance of the event date

All headcounts will be automatically finalized with the headcount in the current proposal if no update is sent to Yards Brewing Company before these deadlines, and the balance due will reflect the finalized headcount.

6. Events that have an increased headcount from the projected headcount that was finalized will receive the following additional fees;

a. Any increase from the projected headcount less than 5 days in advance of the event will pay a 10% increased per person charge

b. Any increase from the projected headcount on the day of the event will pay a 20% increased per person charge

ADDITIONAL CLIENT INFORMATION

7. Yards Brewing Company’s setup responsibilities include closing the event space to the public, preparing the event space, and providing reasonable setup and cleanup assistance to organizer. All special accommodations (including non-standard furniture arrangements, space for A/V, etc.) must be listed in the “Special Accommodations” section below (section 10).

8. Unless utilizing Yards Brewing Company own catering service, Yards Brewing Company has no responsibility to set up, clean up, or staff for catering or food areas. Outside food requires approval from Yards Brewing Company Event Manager a minimum of 48 hours prior to the event start.

9. Organizer is responsible for setting up before and reasonable clean up after their event. Cleanup of all non-standard items must be completed immediately following the end of the event (examples of these are decorations, A/V equipment).

10. If the organizer cancels the event, the following fees will be charged (or refunded as applicable):

a. Less than 12 month’s notice: $0

b. 12 months notice or more: 100% of agreed deposit

11. Damages to the Yards Brewing Company facilities, property, equipment, or exhibited materials (whether owned by, rented to, or loaned to Yards Brewing Company) occurring due to the activities of the organizer, anyone under the organizer’s supervision (volunteers, caterers, DJ’s, etc.) or anyone in attendance at the organizer’s event are the sole financial and legal responsibility of the organizer. The organizer is responsible for the conduct of all persons in attendance of the event(s).

12. The organizer acknowledges that Yards Brewing Company is a functioning office, brewery, bar, and production facility and that employees, visitors, other event planners, and/or the public may occasionally walk through, by, or near the facilities and that occasional noise may enter the facilities due to the normal, daily operations of the facilities.

13. The use of Yards Brewing Company’s facilities does not imply endorsement or sponsorship of the event by Yards Brewing Company. Therefore, publicity shall be designed in such a way that no suggestion of endorsement and/or sponsorship is implied without written consent of the Event Manager.

14. Smoking is not allowed inside the facility or within 20 feet of any entrance.

15. The use, sale, or possession of any weapon, firearm (including concealed handguns without specific authorization), illegal drugs, and pyrotechnics (including fireworks) on Yards Brewing Company property are prohibited.

16. Performances, exhibitions, or activities that are deemed indecent, obscene, immoral, or in any manner publicly offensive are not allowed.

17. Signs at the facility during the scheduled date and time of the event must be approved by the Event Manager prior to use.

18. The organizer acknowledges that the performance of this agreement by Yards Brewing Company is subject to acts of God, war, labor disputes, government regulations, disaster, civil disorders, or other emergency making it inadvisable, illegal, or impossible to perform.

19. This agreement grants organizer the right to use the facilities only, and does not create a tenancy. It may not be assigned to or used by any other organization or person. It may be revoked or canceled by Yards Brewing Company without liability at any time for any reason.

20. Organizer agrees not to violate any applicable laws, regulations, or ordinances, and will pay any and all fines, penalties, taxes, and increased insurance premiums, if any, in any way arising out of such use. Organizer acknowledges that he/she is aware of the maximum lawful room capacities and will abide thereby. Organizer represents that it is legally authorized to conduct the event(s) contemplated.

21. Organizer hereby assumes entire responsibility and liability for any and all damage or injury of any kind or nature to persons, whether employees, guests, or otherwise, and to property, real or personal (including adjoining property) caused by or resulting from the use by the organizer of Yards Brewing Company facilities and agrees to indemnify, defend, and hold harmless Yards Brewing Company, its agents and/or its employees from and against any and all claims, suits, actions, liability, loss, expense, damage, or injury to persons or to property caused directly or indirectly by the above named lessee, its agents, members or employees, its property or equipment, or any and all persons acting in the organizer’s behalf or under its supervision or control, whether direct or indirect. Further, organizer hereby waives any claim it may have and releases Yards Brewing Company from any liability for any injury that Organizer, its agents and/or participants in the event may sustain. Organizer also releases Yards Brewing Company from any liability or loss, theft or damage to its personal property.

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