



**- PLAZA -**

**4740 Grand Ave, KC, MO 64112 | 816-561-8000  
PM CONTRACT (ANYTIME AFTER 4:00pm)**

Boardroom: \$250 Food & Beverage minimum, 16 people, 40" TV  
Private Dining Room: \$250 Food & Beverage minimum (\$350 in December), 24 people, 40" TV

Date of event: \_\_\_\_\_ Time: \_\_\_\_\_ BR/PDR: \_\_\_\_\_ Guest Count: \_\_\_\_\_

Event Name: \_\_\_\_\_

Contact Name & Company \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

This contract is entered into on \_\_\_\_\_ (date), between Grand Street and the aforementioned customer listed above. The customer agrees to a minimum charge of \$ \_\_\_\_\_ exclusive of tax and gratuity. If the minimum is not met, the difference will be charged to the customer, the day of the function. The room is available for 2.5 hours. Any additional time is to be requested prior to the event and will be charged at a rate of \$15 per additional hour.

An approximate head count was given the day of booking, and the customer agrees to confirm a final head count no later than seven (7) days prior to the event. Final cost is based on 100% of final head count given in advance.

**A \$50.00 Cancellation Fee will be charged to the customer if the event is canceled less than 14 days in advance.**

\*Initial \_\_\_\_\_

CREDIT CARD # \_\_\_\_\_ Expiration \_\_\_\_\_

(To be held on file only)

Sales tax and suggested gratuity will be added to the food and beverage total the day of the event. Tax is subject to change according to the current law. Happy Hour pricing, coupons, and discounts are not valid or included. The TVs are compatible with HDMI and VGA cords that are supplied by Grand Street. We strongly suggest testing any A/V equipment prior to your event.

Please sign and email back to [Luke@GrandStreetCafe.com](mailto:Luke@GrandStreetCafe.com)

Luke Blackwell

Private Dining and Service Manager

Signature: \_\_\_\_\_

Date \_\_\_\_\_

Customer Signature \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_