

PRIVATE DINING INFORMATION

DEPOSITS AND GUARANTEES

A DEPOSIT OF \$500.00 IS REQUIRED TO CONFIRM YOUR RESERVATION AND IS APPLIED TO YOUR FINAL BILL.

MENU SELECTIONS AND EXPECTED GUEST COUNTS ARE DUE TWO WEEKS PRIOR TO YOUR EVENT.

FINAL GUEST COUNT AND ENTRÉE SELECTION COUNTS ARE DUE THREE DAYS PRIOR TO YOUR EVENT. YOU WILL BE CHARGED FOR THE FINAL GUEST COUNT OR NUMBER OF GUESTS SERVED, WHICHEVER IS GREATER.

MISCELLANEOUS CHARGES / PAYMENT

ROOM CHARGES MAY APPLY FOR SOME EVENTS.

ANY FOOD ITEMS BROUGHT ONTO PREMISES MAY INCUR A SERVICE OR PLATING FEE. ALCOHOLIC BEVERAGES MAY NOT BE BROUGHT ONTO THE PREMISES.

FINAL PAYMENT IS DUE AT THE CONCLUSION OF YOUR EVENT AND MAY BE PAID WITH CASH, CHECK OR MAJOR CREDIT CARD. A 20% BANQUET FEE, WHICH IS TAXABLE, WILL BE ADDED TO YOUR FINAL BILL. THIS CHARGE COVERS SET UP AND BREAKDOWN SERVICE, KITCHEN SERVICE, FLOOR PERSONNEL AND SUPERVISION. THIS IS NOT A GRATUITY BUT COVERS ALL SERVICE COSTS. A NEW YORK STATE SALES TAX OF 8% WILL ALSO BE ADDED. TAX EXEMPT INFORMATION MUST BE PROVIDED PRIOR TO PAYMENT.

PARKING

THERE IS FREE ON STREET PARKING AVAILABLE ON WEEKENDS, HOLIDAYS AND AFTER 6:00 PM WEEKDAYS. METERED STREET PARKING IS AVAILABLE DURING WEEKDAYS 8AM-6PM. VALET PARKING IS AVAILABLE UPON REQUEST FOR AN ADDITIONAL FEE.

CANCELLATION

IF YOU SHOULD HAVE TO CANCEL YOUR RESERVATION FOR WHATEVER REASON, 60 DAYS OR MORE PRIOR TO YOUR EVENT, A GIFT CERTIFICATE REDEEMABLE AT JACK'S WILL BE ISSUED AFTER THE DATE OF THE EVENT. LESS THAN 60 DAYS PRIOR TO YOUR EVENT THE DEPOSIT IS NON-REFUNDABLE.

DECORATIONS

BEFORE PLANNING YOUR DÉCOR PLEASE SPEAK WITH OUR BANQUET MANAGER TO SEE WHAT WE ARE ABLE TO WORK WITH.