

THE SHOALS at the CLIFF HOUSE INN

6602 W. Pacific Coast Hwy. v Mussel Shoals, CA 93001

Telephone: (805) 652-1381 or (805) 684-0025 FAX: (805) 652-1201

Email: events@cliffhouseinn.com

CONTRACT

Dear _____ :

The following confirms that we have reserved seating for a party of _____ people on _____ at _____ o'clock.

We have received a non-refundable deposit in the amount of _____ that serves to secure your space.

In order to establish the highest level of quality and service, the following policies have been established:

- Should you need to cancel, or add or reduce the number of people in your party, we require no less than 72 hours (3 days) notice. At the 3 day mark, the number will be considered a "Guaranteed Number," not subject to reduction, and charges will be made accordingly. The Shoals cannot be responsible for service to more than five percent (5%) over the guarantee.
- No food or beverages will be permitted to be brought into the Hotel by the engager, guests or invitees.
- We require a minimum 20% gratuity for parties of ten or over that will be added on your check. We accept Visa, Mastercard, Carte Blanche, or Diners Club credit cards, or we will gladly accept company checks.
- The Cliff House is a ocean retreat-type environment for our nightly room guests. We offer intimate luncheons and candle-light dinner parties.

Other specific instructions and menu choices:

I have read and acknowledge the above terms of this contract.

Signed—Customer Representative

Date

Signed Shoals Representative

Date