

Important Banquet Information:

Deposit and Payment:

A non-refundable deposit of \$200.00 is required at the time of booking. This deposit is deducted from your final bill. Full payment is due at the completion of your event. We accept all credit cards and personal checks.

Guarantee Due Date:

A final guarantee count shall be furnished 14 days prior to the event and CANNOT BE REDUCED after this time. This count represents the minimum number of dinners for which you will be billed, and must be no less than the minimum number of guests for that room.

Banquet Space:

Stephano's reserves the right to assign another room should your final attendance fall below the minimum number of guests required for the room booked. If the function room minimum is not met you are still required to pay for the minimum number of meals.

Menu Selection:

Menu selection shall be arranged with Stephano's 14 days in advance of the function. If using one of our banquet menus, two entree selections may be offered. Vegetarian or special diet meals are always available. A final guarantee count for each entree selection is required.

Food and Beverage:

Due to insurance and health code regulations, all food and beverage must be provided by Stephano's and is not allowed to be removed from the premises. Food left over on a buffet may not be wrapped. In accordance with Minnesota State Law, alcoholic beverages may not be brought in or removed from the premises. Stephano's reserves the right to refuse alcohol service to anyone at anytime. We reserve the right to discontinue bar service at any event if minors are found with alcohol in their possession. Proper identification is required.

Entertainment:

Stephano's must be notified of and approve any entertainment to perform in our banquet space prior to the date of the scheduled event.

Decorations:

You may provide your own decorations or floral arrangements. All decorations must comply with local fire laws. Please do not affix decorations or signs to the walls, doors, fixtures or ceilings. Table Confetti is not allowed.

Gratuity and Tax:

Please add 18% gratuity and 7.125% for Food and 9.625% for Alcohol according to Minnesota State Law.