

Private Dining

Cheeves Bros. Steak House offers professional planning assistance and custom menus for your entertaining needs. Our warm hospitality, award winning meals and superior service ensures your private party, banquet, meeting, dinner program, reception, rehearsal dinner or other event will meet your highest expectations.

The bar opens at 11am Monday through Friday and at 5pm on Saturday. Our dining room opens at 11am Monday through Friday and at 5pm on Saturday. We accept seating until 9pm Monday through Saturday. We are closed on Sunday. However, if your event warrants, our restaurant and bar are available for private parties during those times we are closed to the public.

We offer two private dining areas on our mezzanine level. The Katy Room accommodates 20 guests with A/V presentation and 24 without. The Santa Fe Room accommodates 32 guests with A/V presentation and 36 without. Our main dining area seats approximately 90. Our bar seats approximately 50.

RESERVATIONS, CANCELLATIONS, DEPOSITS & ROOM MINIMUMS

Reservations are not guaranteed until the contract is received and approved by Cheeves Bros. A confirmation email will be sent once your event is approved. With the exception of Holiday events, cancellations made 14 days prior to your reservation are not subject to a cancellation penalty. Cancellations within 14 days of your event will be charged a \$750.00 cancellation fee plus tax. Each room has a Room Rental fee of \$150.00 in addition to a Food and Beverage Minimum of \$1,000.00 per room. Should your function fall below \$1,000.00, an additional charge will be added to the final check to make up the difference, plus tax and gratuity.

HOLIDAY EVENTS

Cheeves Bros. books Holiday events far in advance. Due to space limitations and the time frames involved in booking these events, the following policy has been adopted regarding reservations for Holiday events. Cancellations for events held in the month of December must be received in writing 60 days prior to the event. Cancellations within 60 days of your event will be charged \$1,000 cancellation fee plus tax. Should a deposit be necessary, it will be calculated at 50% of the anticipated revenue of your event (plus tax and gratuity) as determined by information gathered during the event planning stages. Deposits are event specific and may not be used for

any other function. Food and Beverage Minimum is \$1,500 per room. Should your function fall below \$1,500, an additional charge will be added to the final check to make up the difference, plus tax and gratuity.

MENU SELECTION

Our 3-tiered menu selections allow you to customize your menu at a level consistent with the event you are holding. These menus are an all-inclusive dining experience including appetizer, entrée, side, salad, dessert, fresh baked Bavarian bread and butter. Cocktails, beer, and wine are charged separately on a per consumption basis. Simply make your menu selections in the tier of your choice by check mark or circle, or contact us to put together a completely customized menu for your event.

GUARANTEED GUEST COUNT

Final and guaranteed guest counts are required 72 hours prior to your event. In preparation for your event, we will allow for 5% over the guest count you have guaranteed. In the event your guest count drops below your guaranteed number of guests, you will be charged for the guaranteed number of guests, or the minimum room rate, whichever is greater or a Room Charge may apply. Meals will only be served to those in attendance. There will be no takeout meals to make up for guest guarantee shortages. Dining areas and seating arrangements will be selected based on your final guest count as well as your individual needs.

Service Charge

A 20% service charge (gratuity) is applied to all charges.

VALET PARKING

Complimentary valet parking is only available on weekends for your guests. Gratuities are appreciated. Please encourage your guests to utilize our valet parking service in your correspondence and on your invitations.

AUDIO/VIDEO EQUIPMENT

Cheeves Bros. Steak House offers state of the art audio/visual equipment for rent. LCD projectors, carousel slide projector, screens, lectern, stands, laser pointer, and wireless microphones with amplifiers and speakers. Please inquire for rates. Cheeves Bros. Steak House does not allow outside or 3rd party vendors for Audio/Visual equipment rental.

SPECIAL PREPARATIONS

We ask that you confirm your menu selections one week in advance. You may use our suggested menus, or if you prefer, we will be glad to assist you in preparing one of your own. We can provide additional services such as flowers or special cakes with an advance notice of three days.

PAYMENT

We accept cash, American Express, Visa, MasterCard, Discover, Diners Club and checks with prior approval. All parties will be billed on a single check. Payment upon conclusion of event is expected. Deposits may be required.

WINE & ALCOHOL SERVICE

We offer the largest and finest wine selection in Central Texas. Our Wine Steward is available for consultation to satisfy the most discriminating connoisseurs. Our bar stocks a variety of fine single malt scotches, cognacs, bourbons and tequilas.

PLEASE NOTICE

A guaranteed final guest count is due 72 hours in advance of your event. If a guarantee is not received, client will be charged for the maximum number of guests originally contracted for when the reservation was made or the number in attendance, whichever is greater. Should the number fall below the number of guests guaranteed, client will be charged for the number of guests guaranteed. Meals will only be served to those in attendance. There will be no takeout meals to make up for guest guarantee shortages. Cheeves Bros. Steak House will not be obligated to serve or set up for more than 5% above the guaranteed number. CBS requires a minimum of 2 weeks cancellation notice.

One check will be presented and final payment is due upon completion of event.

Alcoholic beverages may not be brought into the restaurant from outside sources. Any opened wine bottles may be re-corked and taken with guests.

Any special arrangements for outside sources such as flowers or cakes may not be cancelled 72 hours before an event.

Displays, signs and decorations may not be used without the prior consent of Cheeves Bros. Steak House.

Cheeves Bros. Steak House is not responsible for loss or damage to any property brought into our restaurant or left in the restaurant by organization or guests.

Tax exempt organizations must furnish a certificate of exemption to the restaurant in advance of event.

This agreement is void if it cannot be preformed due to uncontrollable circumstances or beyond the control of Cheeves Bros. Steak House.

A signature below indicates that you have read and agree to the terms of this agreement as outlined above.