

Event Planning Worksheet

Event Name _____ Date of Event __/__/__

Meal _____ Price _____

Side _____ Price _____

Side _____ Price _____

Side _____ Price _____

Side _____ Price _____

Side _____ Price _____

*Drink Tickets ___Yes ___No

Special requests: _____

Sub total _____

15% Gratuity (add before tax) _____

7.7% Sales Tax (do not include gratuity) _____

**Total _____

*Drink tickets will be counted and added to the bill after your event. Drinks run from \$1 to \$4.50. Do not include in total. **Total subject to change. This is for planning purposes only.

Final bill will be written by our staff post event.