



**SMALL GROUP FUNCTIONS – BOOKING & DEPOSIT FORM**  
**Non Exclusive use of the Mt Lofty Summit Restaurant**

**DEPOSIT PAYMENT:** Please confirm your tentative booking within 10days with **\$10 pp deposit**.

This **BOOKING FORM** must be completed and returned-

Email : [summit.restaurant@bigpond.com](mailto:summit.restaurant@bigpond.com)

Fax: 08 8339 2608

Post: PO Box 62 Crafrers 5152

**FINAL NUMBERS& BALANCE OF PAYMENT:** Final numbers are to be given 7 working days prior To the event and **final payment will be made 3 days prior**. This will be the minimum number charged in full for food on the day. Any additional numbers of guests will be paid on the day.  
**We do not take individual payments.**

**CANCELLATION:** In case of cancellation the deposit is non-refundable

**SEATING:** For the best possible service,please ensure your party is seated at the booking time stated Below. Delays in service may be experienced should bookings be seated later than the stated time.

**TABLES:** Placecards, floral arrangements, candles in protective holders and decorations are welcome but not table scatters, petals, rice nor confetti. Please let us know if you require a separate gift table.

**A LA CARTE MENU FOR SMALL GROUPS:** The A La Carte menu is available for up to 12 guests. All bookings for over 8 guests require a \$10 pp deposit. Please advise and confirm the final number for A al carte bookings24 hours prior.

**Should less than the confirmed number arrive, a forfeit of \$10 pp will be charged**

**BEVERAGES:** Beverages are charged on a consumption basis onto one account and payable at the end of the function.

**BOOKING DETAILS**

EVENT TITLE:

CONTACT:

POSTAL ADDRESS:

PHONE (WK.):

A.H:

MOBILE:

FAX:

EMAIL:

DATE OF EVENT:

NUMBER OF GUESTS:

EVENT START TIME:

EVENT FINISH TIME:

**DEPOSIT DETAILS :** CASH                      VISA                      M/CARD      BANKCHEQUE \* ***NO PERSONAL CHEQUES***  
(AMEX & Diners carry 4% service fee)

CARD NUMBER:

EXPIRY DATE:

CARDHOLDERS NAME:

SIGNATURE:

**CONFIRMATION OF ACCEPTANCE**

A deposit is confirmation of your booking and acceptance of the above Terms and Conditions

SIGNATURE\_\_\_\_\_

DATE\_\_\_\_\_