

**CONTRACT AGREEMENT (revised August 2023 )**

**1) Partial and Final Payment**

- 50% down payment of the estimated bill shall be made 30 days prior to the client's event.
- The balance of the bill is due 12 days before the client's event.
- Mode of payments
- **Gcash: 0917-329-6671 (EVANGELINE MARIE UGARTE )**
- **Online Deposit / PORT RESTAURANT INC. Account #602-7-60200008-3 METROBANK**
- **Prices published are exclusive of 12% VAT**

**2.) Duration of the event**

- Includes 4 hours use of the pavilion.
- Events over the allotted time period are charged extra cost per hour
- Any music must promptly cease at 10:00P.M. Excessive noise from the client's event is not permitted. Failure to control the noise level may result in the closing of the client's event.

**2) Reservation/ Deposit Fee of P10,000**

- This entitles the client to a guaranteed reservation.
- Monetary amounts could be charged against the deposit for any damages to the Pavilion, corkage, time extension and other additional costs. Security Deposit will be returned after 5- 7 banking days.
- **Credit Card Usage fee 3.25 % to be deducted for your security deposit using credit cards**

**3) Corkages / Additional Charges**

**Mobile Bar P1500.00**  
**Pica Pica / Grazing table P500.00**  
**Beer Any size P35.00 / Pc**  
**Lechon Baka P500.00**  
**Lechon Baboy 2<sup>ND</sup> P1000.00 /pc**  
**Additional Dishes P500 / food pan**

**4) Any electrical equipment brought by the client will be charged P3,000 for all items.**

**Time extension P3,000/hour for the venue & electricity**

**P100.00 / hour / waiters**  
**12 Midnight & beyond P15k per hour**  
**Pavilion Damages P2000.00**

**Decorations should be pulled out after the event otherwise we will charged P1000.00**

**5) Cancellation Policy**

By any reason the client decides not to push through with the event, the security deposit fee of **P10,000 is forfeited.**

**6) Others**

In case there is an electric supply disruption, the generator of the pavilion is capable of supplying a limited amount of aircons lights and sound system.

- If the client decides to avail of the food and venue package, the client must finalize menu details 3 days prior to the event date. Otherwise, the menu shall be decided on by Chef's discretion.

The client's entertainment and special effects

is subject for approval.

- Fireworks Sky Lanterns and live band are not allowed (except acoustic band)
- Beverly View will not assume any liability for adverse reactions to outside food consumed at Beverly View.
- We reserve the right to discontinue service of alcoholic beverages at any time according to the judgment of management.
- **The client will be responsible for any damage or loss of property that occurs in and around the event that is caused by his or her guests, invitees or independent contractors affiliated with the function and will shoulder the repair or replacement cost.**
- The client allows the use of photos or videos captured during the event for any marketing purpose unless mentioned otherwise.
- All event complaints shall be made 24 hours from the date of the event otherwise it will no longer be entertained.
- Buses or coasters are not allowed to enter Beverly Hills subdivision.

By signing below I have read and agreed to the terms and conditions of this Agreement

\_\_\_\_\_  
 Client Name and Signature, Date

\_\_\_\_\_  
 Beverly View Organizer and Signature, Date