



CONTRACT AGREEMENT (revised June 2019)

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 **7 days** before the client's event.
- All payments should be made at Port Restaurant, Waterfront Hotel in Lahug Cebu City
- For all check payments please allow 3 working days for clearing. Check payee is Port Restaurant Inc.

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.

3) 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.

4) Cancellation Policy

- By any reason the client decides not to push through with the event, the security deposit fee of P10,000 is forfeited
- If the event is cancelled or a change of date is needed, the down payment or full payment is refundable through gift certificates only.

5) Others

- In case there is an electric supply disruption, the generator of the pavilion is capable of supplying 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 event date. Otherwise, the menu shall be decided on by Chef's discretion.
- The client's entertainment and special effects is subject for approval.
- 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

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Client Name and Signature , Date

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Beverly View Organizer and Signature , Date



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