

# PALERMO

## GROUP BOOKINGS AND SEMI PRIVATE DINING ROOM FESTIVE SEASON TERMS & CONDITIONS NOVEMBER 18<sup>TH</sup> – DECEMBER 23<sup>RD</sup> 2019

### **Set Menus**

All parties of 8 or more are required to select from one of our set menus. All our set menus are designed to be shared, and showcase an array of items from across our menu. These include smaller dishes through to our chargrilled and slow cooked meats from our custom built parrilla and asado, including traditional Argentine desserts.

We require the following notice for your choice of set menu:

**A La Cruz** \$130pp – 2 weeks

**Asado** \$110pp – 1 week

**Carlos Gardel** \$90pp – 48hrs

**Note:** The Coca Sarli set menu is unavailable during festive season. Any requested changes to the current set menus must be approved by management during this period and are not guaranteed.

### **Dietaries**

Dietary requirements are required 48 hours prior to your reservation to ensure they can be catered for. Whilst Palermo abides by strict food handling procedures we cannot guarantee that trace elements will not be present.

### **Attendance**

Final numbers of guests are required 48 hours prior to the event for catering purposes.

Any additional guests will be subject to restaurant availability. A reduction of numbers outside this time frame may result in being charged 50% of the agreed menu price per person.

### **Securing your reservation**

For all bookings in the Private Dining Room a deposit payment of 50% of the minimum spend is required.

For large group bookings in the main dining room, a deposit of 50% of the agreed set price per head is required.

The deposit must be paid within 7 days of making the booking. Palermo reserves the right to cancel the booking if payment requirements are not met. Bookings are considered tentative until we receive the deposit. If the deposit is not received within the allocated time, management reserves the right to cancel the booking and reallocate the space.

### **Cancellation Policy**

Palermo requires 2 week notice of cancellation for the private dining spaces and 1 week notice for groups in the main dining area. Failure to provide specified notice of cancellation will result in loss of deposit. Palermo reserves the right to retain the deposit.

### **Service charge**

All bookings of 8 or more will incur a 5% service fee. It is the responsibility of the person making the reservation to communicate all Terms and Conditions to the relevant guests that will be in attendance.

### **Vacating**

Please note, that all reservations during lunch time will need to vacate the table by 5pm to allow the restaurant to be set for evening service. We will do our best to cater for any requests to stay longer, however Palermo is under no obligation to guarantee this will be possible. Please speak with our reservations team regarding specific requirements.

***Events in our private dining room and mezzanine level are also subject to the following;***

### **Capacity**

The layout of our restaurant layout allows us to provide flexibility in the seating arrangements we are able to offer guests. If you are unsure of final numbers or have the requirements outside of what is listed below, please call our reservation team and they will be able to advise you on alternative options, or discuss a custom event to suit your needs.

Please note that all rooms and spaces have different capacities. So please notify us before changing your group numbers

### **Minimum spend**

All reservations in our semi Private Dining Rooms during the month the festive season require a minimum spend.

\$1200 one room/12pax

\$1400 one room/14pax

\$2400 one room/24pax

\$4000 Full PDR/40pax

\$5000 Full Mezzanine/32pax

***By providing your credit card details to Palermo, you hereby agree to these terms and conditions. Please note all transactions made with American express will incur a 1.9% surcharge,***