BLUE HERON CATERING

Terms & Conditions for use of Mount Sugarloaf Room

Parties of 10-17 guests will be seated in the Mount Sugarloaf Room, our smaller private dining room on our second floor. Please note there is one step up into the room.

Deposit
The Blue Heron requires a **$200 non-refundable deposit** to secure your date.

Menu
Any changes in the menu may change the per person cost. All food must be consumed on premise due to insurance and health code regulations. Menu items and preparations are subject to seasonal changes.

Guest Count
The Blue Heron will establish a guaranteed minimum number of guests in the event contract. **A final number of guests must be given to the Blue Heron 72 hours prior to the date of the event.** Final charges will be based on the final confirmed number of guests or the actual attendance, whichever is higher.

Entrée Selections
Entrée selections (including kids meals) **must be given 72 hours prior to the date** of the event.

Alcohol
The Blue Heron is fully licensed for the sale and service of alcoholic beverages in accordance with the policies and procedures of the Massachusetts ABCC, and will strictly enforce all state and federal liquor laws. All Blue Heron bartenders and managers are TIPS certified and reserve the right to refuse service to any guest who appears intoxicated. For events at the Blue Heron, no outside alcohol is permitted to be brought on the property, and no alcohol purchased at the Blue Heron may be removed from the property.

Gratuities
There will be a 20% gratuity added to the final bill. Any additional gratuities are at the discretion of the host.

Meals Tax
All charges are subject to 7% Massachusetts meals tax (6.25% state tax + .75% local tax).

Payment
Please note that **we do not offer separate checks** for private dining events. Final payment of balance is due upon receipt of final bill that evening by cash, check, or credit card.

Cancellation
If the event is cancelled, the client will be billed for all services rendered for the event up to the date of cancellation. In the event of severe weather, the event may be re-scheduled or cancelled in accordance with our cancellation policy.

Security/Damage
All decorations, sound equipment, gifts or other personal items brought to the Blue Heron must be removed the night of the event. The Blue Heron is not responsible for any items left behind after the event. The Blue Heron does not permit decorations to be affixed to the walls, floors, ceilings or lighting fixtures. The Blue Heron reserves the right to charge the client for any damage done to Blue Heron property during the event.

Parking
For events at the Blue Heron, self-parking is available in the three lots behind the restaurant. The parking spaces on the street in front of the Blue Heron and across the street at the Town Hall are public parking, and may also be used by guests.