

Lady Bedford's Tea Parlour
21 Chinquapin Rd.
Pinehurst, NC 28374
910-255-0100



Mailing Address
P. O. Box 1563
Pinehurst, NC 28370
tea@ladybedfords.com

Date: _____

This agreement is entered into between Lady Bedford's Tea Parlour and
_____ (the client).

Day/ Date of Event: _____

Time: _____ (We allow 1 1/2 hours for your event. Charges apply for additional time.)

Event: _____

Contact Person: _____

Phone: _____ Email: _____

Address: _____

Tentative Number of Guests: _____

Final number required 48 hours prior to event. This is the number charges will be based upon. A single payment is due the day of the party.

_____ initial

Guest of Honor: _____

Seating Arrangements:

Special Notations:

Menu for Children's Parties \$20 per person (includes tax and gratuity):

For Children - fresh fruit, gold fish, hot savory, strawberry cream cheese sandwiches, a mini sweet and choice of lemonade or hot chocolate.

For Adults - one scone with jam and mini sweets, garnished with fresh fruit and choice of tea.

***DEPOSIT:** () \$50.00 (to hold tables ~ applies to final receipt)

Private Party Room Rental Charge () \$200.00
(No other guests seated in main room during your event)

Payment Type: () Cash () Check () Charge

One Week Cancellation Notice is mandatory for deposit refund

Client Signature: _____ **Date** _____

Thank you so much for this opportunity to serve your event needs.

The Staff at

Lady Bedford's Tea Parlour