

spotlight karaoke

5901-P Westheimer Rd. Houston, TX 77057 ph: 713.266.7768 fax: 713.266.6228

Westheimer Private Room Reservation Contract

Minimum Drink Tab:	Capacity	Guest Limit	Deposit	Gratuity	Operating Hours:
___ \$250: Room 1 or 6	20	25	\$100	\$45	Mon-Thurs: 7pm – 2am
___ \$150: Room 2	10	15	\$100	\$27	Friday: 6pm – 2am
___ \$400: Room 3	30	40	\$200	\$72	Saturday: 8pm – 2am
___ \$500: Room 4	40	50	\$200	\$90	Sunday: 8pm – 2am
___ \$500: Room 5	40	50	\$200	\$90	Holidays: 8pm – 2am
___ \$150: Add a Photo Booth (Hourly)					

Photo Booth Start Time: _____ Photo Booth Hours: _____ **Dress Code Strictly Enforced**
(see website for details)

All guests must be 21 years of age or older and provide current, valid Government issued ID.

Guest Limit cannot exceed posted numbers. We will refuse entry to any guests that exceed the limit of the room. All Guests must meet our Dress Code standards. (See website for details.)

A credit card will be required for the party to be seated in the room at the start of the night. You have the option to have guests pay for their own drinks and gratuity. You will then only be responsible for the difference. Minimum Drink Tab is the total amount spent by the entire room on all purchased beverages. Only drinks ordered with waitresses count toward the minimum tab.

18% gratuity is not included and is based on the total sales of the room, not the minimum.

Waitress will refund deposit once minimum drink tab is reached.

Rooms will be held until 10pm unless otherwise agreed upon. If the party is late and does not contact management, reservation will be void and room given to walk-in parties. Deposit will not be refunded due to cancellation or no shows. Rescheduling must be done 3 weeks in advance.

Arrangements for setup must be made with Charlie, if before operational hours. Catering is accepted; however bring your own eating utensils, plates, supplies, and extension cords. No outside beverages allowed. This means anything you can drink. Outside alcoholic items of any kind will result in forfeiture of deposit and request for your entire party to leave the premises immediately. We take this very seriously. Please make sure all guests are aware of this policy, we would hate for one of them to ruin your party.

No glitter. No confetti. No silly string. No candles. No tape on walls.

Cleaning fee of \$200 will be imposed in the event any excessive cleaning is required.

Replacement fee of \$100.00 will be charged for any damaged or missing equipment.

By completing and signing this form, I hereby agree to the terms outlined above.

Before faxing or emailing this form check for availability at www.spotlightkaraoke.com/reservations.html
Then fax to 713-266-6228 or e-mail to dixie@spotlightkaraoke.com

Please fill out all below information:

Your Name: _____

Event Name: _____

Number of Guests: _____ Reservation Date: _____ Arrival Time: _____

Telephone: _____ Email: _____

Credit Card#: _____ Exp: _____ Security Code: _____

Billing Address: _____ Zip Code: _____

If emailing back, leave Credit Card Information blank and call 713-266-3338.

Signature: _____ / _____

(Date)

No Reservations Final Until Confirmed with Management

Updated: December 12, 16