



P 231.722.2600
F 231.722.2601
1050 W Western, Suite 210
Muskegon, MI 49441
FricanoPlace.com

Hideaway Lounge, Fricano's Sweet Shoppe, South Dining Room at Fricano Place Policies & Guidelines

Each space has an intimate and private setting that is an ideal setting for baby showers, birthday parties, rehearsal dinners, anniversary celebrations and many special occasions with family and friends. Food and beverage service is available through Fricano's Muskegon Lake or Harris Hospitality.

Event reservations can be arranged through the Event Coordinator. Please call 231-722-2600 ext. 3 to schedule an appointment or to request additional information.

Amenities:

- The Hideaway Lounge has a seating capacity of 16-75* guests, Fricano's Sweet Shoppe has a seating capacity of 20-60 guests, and the South Dining Room has a seating capacity of 16-75* all spaces offer a comfortable and private setting.
- Other amenities include private bar service and visual equipment, which are both available for an additional fee.

Reservations:

- The Room use fee is \$250. The room use fee includes the assistance of a server for Fricano's Muskegon Lake food/beverage needs, setup and cleanup of the facility, as well as the use of the tables, chairs, and white table linens for a 5 hour time period. We ask that events conclude no later than midnight.
- If you choose to have Fricano's Muskegon Lake cater your event, the room fee will be waived once the host's total bill exceeds \$500 (before taxes and gratuity).

Deposit & Cancellations:

- A \$100 non-refundable deposit and signed contract is required to secure the room reservation and desired event date.
- If your main host bill exceeds the \$500 minimum, the deposit will be credited to the main host bill on the night of your event. If your host bill does not reach the minimum, the deposit will be credited towards the room use fee on the night of your event.
- In the event of any cancellations, your initial deposit will not be refunded.

Food Service:

- Food service is available through Fricano's Muskegon Lake or Harris Hospitality* (does not apply to host bill minimum). The Event Coordinator can provide you the preferred caterers contact information.
- Your final guest count and menu are due no less than 10 days prior to your event.
- You are welcome to provide a cake/cupcakes for celebration purposes; however, any other outside food is not permitted.

*For groups over 50 guests, a \$75.00 fee will be applied to the final bill; we will then add additional staff and/or additional tables and chairs to ensure adequate customer service for up to 75.

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Beverage Service:

- All beverages (alcoholic and non-alcoholic) must be provided by Fricano's Muskegon Lake. Fricano's Muskegon Lake offers:
 - Coke Products (\$2.25; 20 oz soda, free refills)
 - Bottled Beer (\$3.25 - \$4 per bottle)
 - Wine (\$4.75-\$6.75 per glass)
 - Cocktails (\$3.75-\$6.00 per cocktail)

Decorations:

- Amplified music (DJ services) is not permitted.
- Please reserve from decorating with staples, tacks, nails, tape and/or other adhesives, glitter, confetti, nuts, bird seed, hard candy or rice in the facility. Please enclose all real candles.
- Violation of these decoration guidelines may result in a cleaning/maintenance fee, which will be applied to the host bill.

Liability & Damage:

- Fricano's Muskegon Lake reserves the right to inspect and control all private functions. Liability for damage to the premises will be the responsibility of and charged to the sponsoring individual, group or organization.
- Fricano's Muskegon Lake will not assume responsibility for the damage or loss of any merchandise or articles left in the building prior to or following the scheduled event.

Payment:

- Any remaining cash tabs, if not paid by the customer, are automatically the responsibility of the host and will be added to the host bill.
- Fricano's Muskegon Lake reserves the right to charge 20% service fee and a 6% state sales tax on the food and beverage bill.
- Final payment is due at the conclusion of the event.
- Payment may be made with cash, check, or one of the following credit cards: Visa or MasterCard. Please make checks payable to Fricano's Muskegon Lake.

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