

## Welcome to LeFoyer

At LeFoyer we have designed special menus for many occasions. We would be happy to customize a menu for your formal wedding or simple cocktail party. Please call and make an appointment for a free consultation with one of our wedding and function specialists.

### **General Information:**

Function Rooms & Rates:	<b>Ballroom:</b> \$175.00 (minimum 110 people) accomodating 110 to 250 people <b>Rose room:</b> \$125.00 (minimum 60 people) accomodating 60 to 120 people <b>Heritage room:</b> \$75.00 (minimum 50 people) accomodating 50 to 90 people <b>Slater room:</b> \$50.00 (minimum 30 people) accomodating 30 to 50 people
Function Room Hours:	Function Room hours are based on four to five hours of availability. Day Events must be completed by 4:30 p.m. Evening events may not enter before 6:00 p.m. and must be completed by 11:45 p.m., unless other arrangements have been made.
Table Coverings:	Paper Table covering is provided at <b>no</b> additional charge. Linen tablecloths 72 in. * 72 in.: \$5.00 ea. Linen tablecloths 54 in. * 108 in.: \$6.00 ea. Linen napkins: \$.95 ea. Linen tablecloths are available in the following colors: White, beige, light blue, black, peach, ivory, red, pink, gold, red, pink, burgundy, sandalwood, gray, dusty rose and forest green. Linen napkins are available in the following <b>additional</b> colors: Teal, dark blue and purple
Skirting:	Pricing and sizes are available upon request.
Cake Cutting:	There is \$35.00 charge for cutting your cake. This will include cake plates, napkins and forks.
Service Charges:	18% Service charge will be added to your <b>total</b> bill. Service charges do not apply to buffets served with paper products.
Sales Tax:	7% Rhode Island Sales Tax and 1% Local Tax will be added to your total bill
Deposit:	<b>The Ballroom:</b> A \$300.00 deposit is required to secure your date. <b>The Rose Room:</b> A \$200.00 deposit is required to secure your date. <b>Heritage Room:</b> A \$125.00 deposit is required to secure your date. <b>Slater Room:</b> A \$75.00 deposit is required to secure your date. <b>Deposit will be taken off the final bill. Deposit will be forfeited if your event is canceled.</b>
Billing:	Final payment is due 7 days prior to the event. <b><u>No personal checks will be accepted. Payment must be made with cash or a bank check.</u></b>
Confirmation:	A final count is required <b><u>10 days prior</u></b> to your event. You may <b>increase</b> your count up to 48 hours prior to your event.
Scheduled Eat Time:	We will try to guide you in the right direction to the proper eat time. The final decision will be yours. If for some unforeseen reason the scheduled eat time runs beyond a 15 minute grace period, charges <b>will</b> apply.
Items Pertaining to the Event:	All items pertaining to the event such as matches, seating arrangement, etc. should be brought in the day before the event and should be labeled with the name of the person in charge.

***NOTE: No food or drinks of any kind will be allowed in the building, excluding cakes.***

***The use of Confetti is NOT Allowed***

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LeFoyer ~ 151 Fountain Street ~ Pawtucket, RI ~ (401) 725-8530 ~ [www.lefoyerri.com](http://www.lefoyerri.com)