

MCHUGHTEA PARTY ROOM AGREEMENT

Name: _____

Celebration: _____

Email: _____

Phone: _____

Date of party: _____ Number of people: _____ Time of party: _____

For baby shower (please circle): **GIRL** **BOY**

All event packages below may be customized to fit the parties needs.

Cream Tea	\$375.00 + tax and gratuity
<ul style="list-style-type: none">• The private room is yours for up to 24 people for up to 2 hours• 6 bottomless teas served in large tea pots in any combination of flavors we offer from our selection of 40+ organic teas• 2 flavors of scones, up to 48 scones total depending on the size of your party, served with clotted cream and homemade jam	
Elegant Afternoon Tea	\$550.00 + tax and gratuity
<p>Includes ALL the above plus:</p> <ul style="list-style-type: none">• Seated or buffet style Afternoon Tea service (tiered plates on wire racks with food presentation if seated OR elegant buffet setting if it's preferred that everyone help themselves) <p>Food per person will include:</p> <ul style="list-style-type: none">• 3 types of finger sandwiches (72 total)• 2 flavors of scones with clotted cream and homemade jam (48 total)• 2 kinds of mini desserts (48 desserts)	
Superior Afternoon Tea	\$775.00 + tax and gratuity
<p>For the ultimate tea experience, this service includes everything from the Cream Tea PLUS the Afternoon Tea above for each person.</p> <p>Food per person will include:</p> <ul style="list-style-type: none">• 4 types of finger sandwiches (96 total)• 3 flavors of scones with clotted cream and homemade jam (48 total)• 3 kinds of mini desserts (72 desserts)• 24 large fruit skewers	

Notes:

Scones

PRIVATE PARTY SELECTIONS

Buttermilk	Seasonal Scone	Chef Inspired
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Selections for Elegant Tea (3) and Superior Teas (4) below:

ADDL
QTY

Top 5 Most Requested: Extra Sandwiches - \$3.00 per finger sandwiches (min 3)

Traditional English cucumber with parsley on buttered white bread	
McHugh's classic Pimento cheese	
McHugh's chicken salad	
Crushed pineapple with sweet cream cheese	
Farm fresh egg salad with mustard and sweet pickle relish	

Cream Cheese:

Fresh strawberries with cream cheese and walnut	
Crunchy celery and walnuts with sweet cream cheese	
Sweet cream cheese mixed with mayo, pecans, green olives and a dash of pepper	
Sweet cream cheese, dried apricot, and apricot preserves on butter bread	

Meat:

Fresh chicken salad with sliced almonds and grapes on butter bread	
Oven Roasted Turkey with Provolone, tomato and mayo	
Orange marmalade and sliced turkey on butter bread	
Finely chopped chicken mixed with water chestnuts and mayo on butter bread	
Hard boiled eggs mixed with crispy bacon, mayo, parsley on butter bread	
Thin sliced honey ham with Provolone with a Country Dijon mustard	

Meatless:

Cast Iron Grilled Cheese	
Spinach, bell pepper, tomato, avocado and cucumber	
Spinach, mozzarella and fresh tomatoes	
Avocado, fresh tomato and bell pepper	

Quiche Poppers: Extra Quiche - \$3.00 per quiche popper (min 3)

Crustless Zucchini Quiche Poppers	
Crustless Quiche Lorraine Poppers	

Special Dietary Needs:

Gluten Free	Children Under 10:	Nut Allergy - specify:
Vegetarian	Vegan	Other:

Notes:

Desserts:**Teas:****FOOD ADDITIONS:****Fruit:**

	Fruit Centerpiece (seasonal fruit)	Starts at \$75
	Fruit Skewers (seasonal fruit)	\$3.00 each
	Fruit Juice or Fruit Punch (specify: _____)	\$15.00 per gallon
	Baby Shower Fruit Display (seasonal fruit)	Starts at \$75

Desserts:

	Basic Cake for 12-17	Starts at \$45.00
	Basic Cake for 18+	Starts at \$60
	Tarts, cupcakes, pies, cookies, other	

Additional Notes:

PLEASE PROVIDE THE FOLLOWING INFORMATION TO RESERVE THE EVENT

CREDIT CARD # _____ EXP ____/____ CVV _____

McHughTEA will provide the event to be served on the date and time requested by the customer. No foods may be consumed or displayed at the event that is not provided by McHughTEA, i.e. cake or other desserts. The standard room rental is for two hours. Any time exceeding the agreed upon time will be subject to additional costs. The customer may request additional room rental time with McHughTEA owner approval. If the customer would like to reschedule the event, due to personal/scheduling reasons, they must contact McHughTEA 30 days prior to the event.

Cancellation and No-Show Policy: Cancellations must be provided in writing 30 days prior to event to receive a full refund of the deposit. If event is cancelled within 7 days of the event, customer will be charged half the amount of the event package agreed upon using the credit card on file. If the event is cancelled due to factors out of anyones control, i.e. hurricane/severe weather, property damage or any other unforeseen reason that causes the tea room to close, and the customer would like to reschedule, McHughTEA will reschedule at no charge. If the customer does not show up on the date of the event, they will be charged the full amount of the event package agreed upon.

Once this agreement has been signed by both parties, any additions or changes required by the customer may be subject to additional charges.

CUSTOMER SIGNATURE _____ DATE _____

McHUGHTEA SIGNATURE _____ DATE _____

Office Use Only

DEPOSIT PAID? _____ DEPOSIT AMOUNT : _____ DEPOSIT DATE _____