

# SIENA ROOM GUIDELINES AND CONTRACT

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Toscanos Siena Room is a private dining room for special occasions or business meetings. We can serve parties of 6-28 people in this space, for a seated meal. We offer stand up appetizer options as well.

The Siena Room has complimentary Wi-Fi, Music and TV. The room is PC compatible for presentations.

There is no room charge, unless the food and beverage minimum is not met. An advanced deposit charged to a credit card is required to reserve the room. The deposit is forfeited if the reservation is canceled less than 72 hours before the event.

The entire deposit will be applied to your food and beverage bill. Applicable sales tax, as well as a service charge of 21% total, will be added to all food and beverage charges. All food & non-alcoholic beverages will be presented on one check. No split checks.

The room and date are reserved once the advanced deposit has been paid for a 2.5 hours period.



Pre-set menu selections for parties of 12 or more are required. Menus are listed on our website under "Private Dining". Final guest count and menu selection are required 72 hours prior to the event. You will be charged for your confirmed guest count.

**CORKING FEE PER BOTTLE (750ml) \$20 (max 3 bottles)**

**CAKE CUTTING AND SERVING FEE \$25**

To reserve the Siena Room, please contact us at (253) 864-8600 or email at [sienabanquet@toscanospuyallup.com](mailto:sienabanquet@toscanospuyallup.com)  
[www.toscanospuyallup.com](http://www.toscanospuyallup.com)

**BY SIGNING THIS, YOU ARE AGREEING TO THE TERMS OF OUR GUIDELINES**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Thank you for considering Toscanos for your special event. We look forward to serving you.