



*Thank you for your interest in hosting your party at Joe Squared. We will try our hardest to accommodate your needs for your party so that you do not have to worry about anything other than to enjoy your party.*

*We put together this information packet about our reservation procedures and booking the party room to help out our beloved customers. Please do not hesitate to contact us if you have any questions at all.*

### **PRIVATE ROOM:**

**Rental fee:** The rental fee for the private room is for 3 hours and it is \$250 for most available days and time slots. On Fridays and Saturdays after 4pm to 8 pm the fee is \$750.

**Private room:** This room is equipped with top of the line sound system, a full bar with beer taps, private bartender/server, bar seating, tables and chairs and booth seating, central air and heating, and private bathroom.

**Capacity:** The room can accommodate for 50 to 75 people. 75 people seated and standing, 50 for seated only.

**Party Packages:** We are happy to work with you to create the best party for your needs. We offer:

- Pre-ordered food and open bar with a tab for alcoholic beverages, to be settled at the end. (Rental fee and tip is not included)
- Open bar and food packages with a tab to be settled at the end. (Rental fee and tip is not included)
- All-inclusive package for parties of 50 and over. \$40 per person, which includes food, 2 drinks per person and tip. (Rental fee is not included)
- We offer custom packages that we will work hard to accommodate your needs for your party.

**Food:** We can have all of your food for the party figured out and pre-ordered before your party. Just take a look at our catering menu, and see what we have to offer for your party: [www.joesquared.com/catering/](http://www.joesquared.com/catering/)

**Sound and entertainment:** We have a top of the line sound system equipped in the room. If you are interested in playing your music during your event through your phone, ipod, tablet or laptop we will be able to accommodate your request. If you are interested in having live entertainment and/or DJ there will be an additional fee of \$75 to have our sound man to run the sound for your live event (this fees do not include the band or the DJ).



## RESERVING TABLES

- **Casual / Cocktail style:** For parties of 15 to 20 we can reserve\* you and your party the three high top tables up by the bar. You can pre order food from our catering menu and if you would like to, you can have an open tab at the bar, or the individuals at your party can have their own tabs.
- **Formal / Family style:** For parties of 4 to 30 we can reserve tables for you in both of our dining room area. You can either pre order food for your party and we can take orders for drinks individually from your party members or we can take food and drink orders directly from your party individually like a regular dining experience at Joe Squared.\*

For your information; reserving a table in our private room area is not the same as reserving the room itself. We reserve the right to seat other guests during dinner service, especially on Fridays and Saturdays. If you would like to reserve the room all to yourself and not anybody else, please refer back to the top of this document, and look under the section labeled as *Private Room*.

*\* We reserve the right to include 20% tip on parties of 6 or more. We also reserve the right to refuse splitting of the checks over 6 cards or separate the check over 4 ways.*

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*We hope the information above have been helpful. If you have any other questions please do not hesitate to contact me or Joe.*

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**Okan Arabacioglu**- General Manager – [okan@joesquared.com](mailto:okan@joesquared.com)

*Again, we thank you for your interest and have a great day.*

**Okan Arabacioglu**

**Joe Squared General Manager**



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