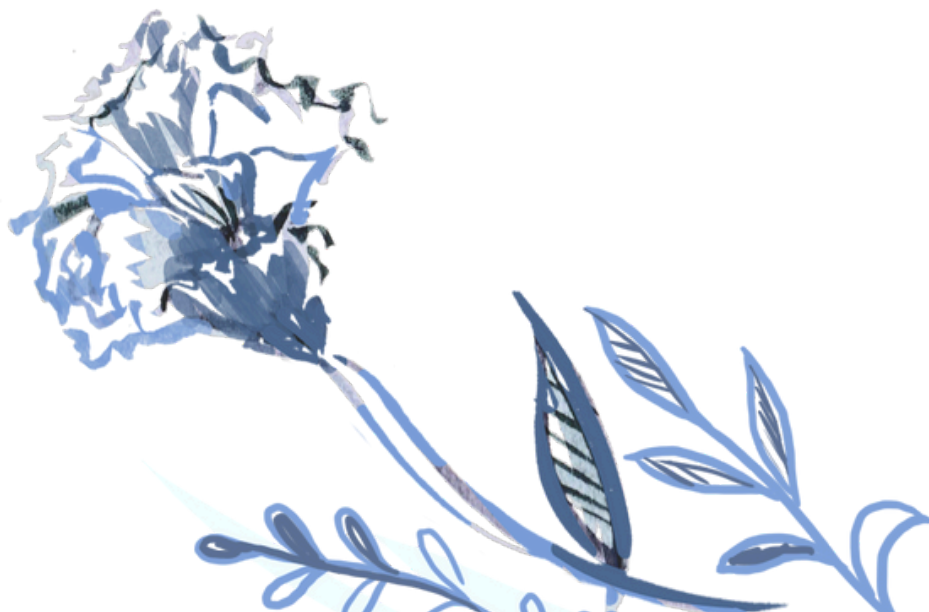




## Private lounge

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By Chez Rioux & Pettigrew





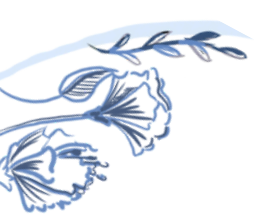
## Presentation

More than just an extension of Rioux & Pettigrew, Porcelaine is its gentle half. With its delicate atmosphere based on the convivial spirit of a private lounge, this unique environment offers all of our gastronomic know-how in a more personalized and intimate formula.

Porcelaine is the perfect place for a family brunch, a cocktail reception, a birthday celebration, an intimate wedding, or a dinner conference.

Our team invites you to their private space to share the pleasure of conversation, laughter, drinks, and food with your family and friends.





## INFORMATIONs & ORGANIZATION

### Music

The group will be able to put their own music playlist in the room.

### Menu

4-courses surprise menu  
\$79 / per person

Addition of oysters (39\$ for 12), canapes (60\$ for 12), cold cuts and cheeses (19\$/p.)

Cocktail dinatoire available on request  
\*Offer and price may vary on special occasions.

### Private room

The rental fee for the room is \$250, which allows you to have the room for the entire duration of your event.

The room rental fee is \$350 on summer weekends and during the holidays.

### Audio-visual

Rental of a screen and a projector upon request (\$100).

\*Please note that only the image will be projected. If there is a video, the sound will come from the computer.

### Capacity

34 guests maximum.

15-20 guests in conference mode.

### Last Call

A last call is planned around midnight, or may vary depending on the sales generated by the group and the restaurant's opening hours.

Initials: \_\_\_\_\_



## RESERVATION & BILLING

### Reservation

In order to finalize the reservation:

- Signature of the quote/estimate
- Completed credit card pre-authorization form
- Signature of the terms and conditions

### Deposit

- A deposit of \$250 or \$350 (depending on the period) will be charged at the time of signature through a secure payment link.
- This amount is non-refundable in case of cancellation.

\*Bank transfer or check also available

### Confirmation

Allergies and final guest count must be confirmed one week prior to the event. We will accept changes up to 72 hours before the event. After that date, the confirmed number of guests will be charged for the food portion.

### Cancellation

Any cancellation may incur fees depending on the timeframe, please see the cancellation policy.

### Final billing

The final invoice will be issued by sales on the day after (or next business day) your event. It is important to provide us with billing information in advance (company address, special notes, etc.).

### Payment

In the case of a group invoice, payment will be charged to the credit card on file or as per any other agreement made with sales in advance. The on-site maître d'hôtel will not process any payment, for verification and to avoid any errors.

\*A 3% admin fee will be added to the invoice.

### Wine

Food & wine pairing: \$69

By the bottle or the glass (depending on availability)

\*Recommandations by the sommelier/cavist (En sus)

Initials: \_\_\_\_\_





Une longue table - 10 à 20 clients

1

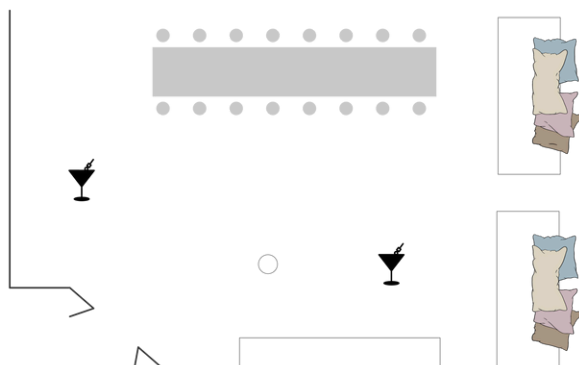
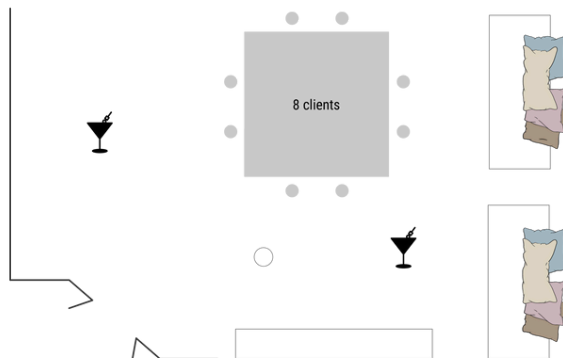


Table carrée - 8 clients

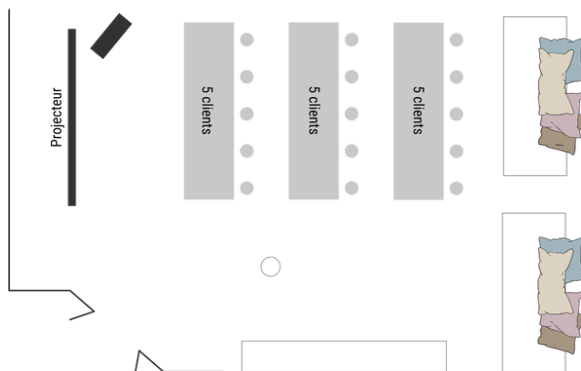
2



3 tables - 15 clients + Conférence projecteur

\*Possibilité d'ajouter des invités au bout des tables (plus serré)

3



Tables en « U » - 12 clients maximum + Conférencier

4

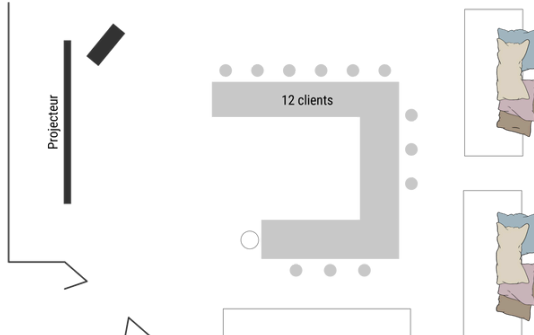
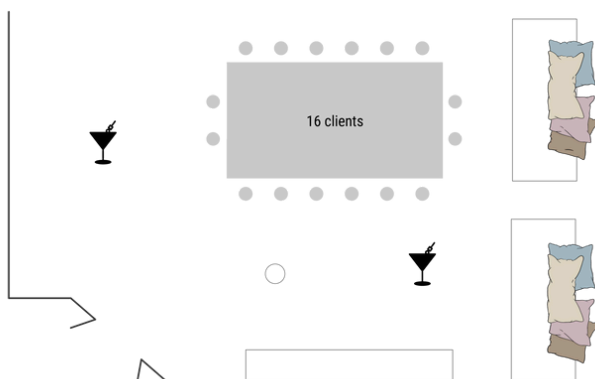


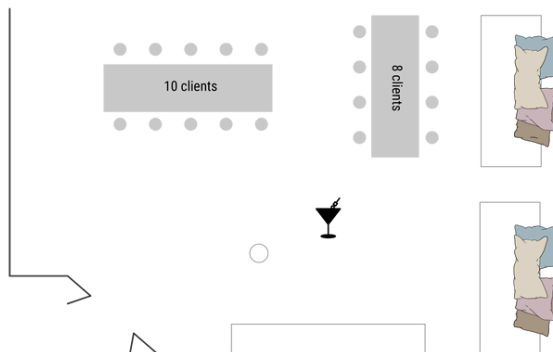
Table rectangle - 16 clients

5



Deux tables - 18 clients

6



Initials: \_\_\_\_\_

Une longue table - 10 à 20 clients

1

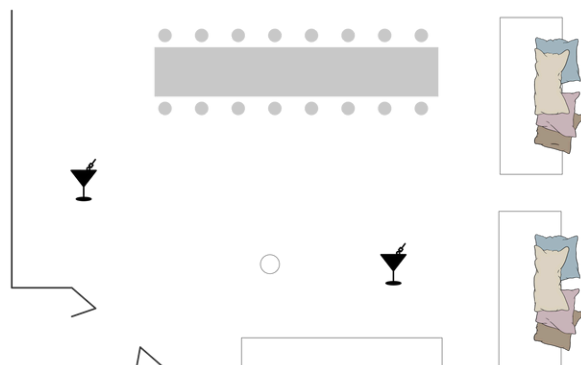
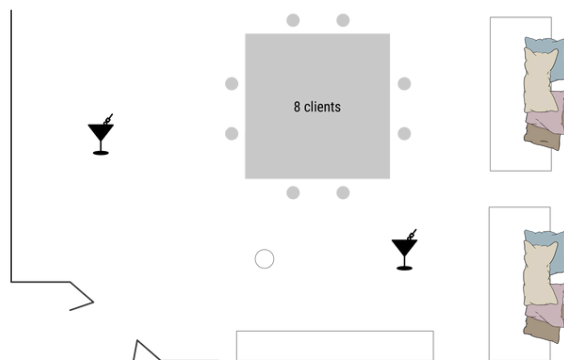


Table carrée - 8 clients

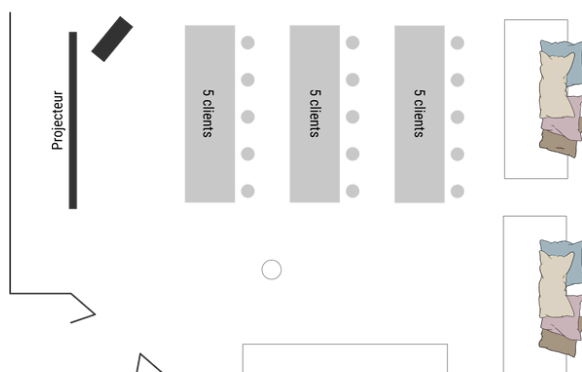
2



3 tables - 15 clients + Conférence projecteur

\*Possibilité d'ajouter des invités au bout des tables (plus serré)

3



Tables en « U » - 12 clients maximum + Conférencier

4

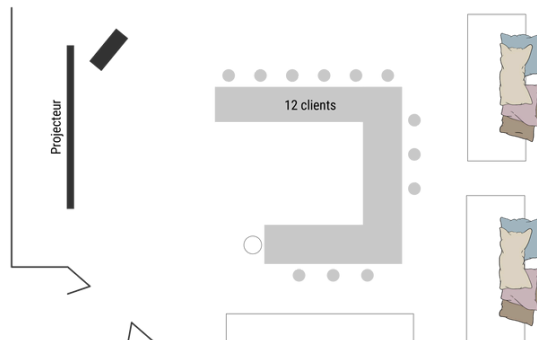
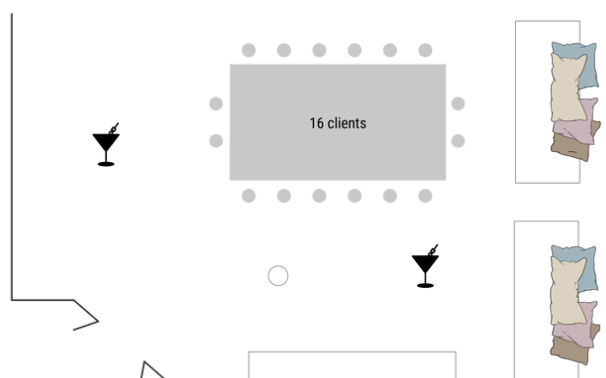


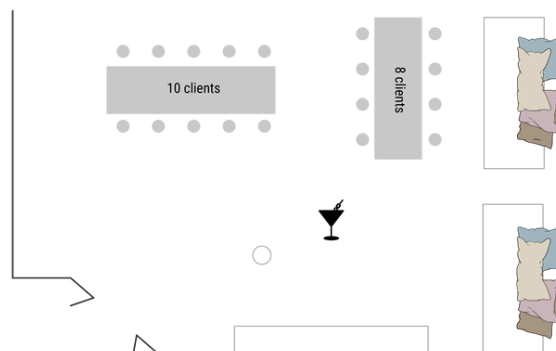
Table rectangle - 16 clients

5



Deux tables - 18 clients

6





## GENERAL CANCELLATION POLICY



### Case of force majeure

Chez Rioux & Pettigrew cannot be held responsible in any way in the event of cancellation of the event caused by a situation of force majeure. In addition to cases defined by law and jurisprudence, force majeure includes the following events: fire, flood, storm, earthquakes and other natural disasters, war, riots and revolutions, strikes, work stoppages, closure of establishments for health emergencies, impossibility of supplying products or raw materials, and more generally any event beyond our control. Chez Rioux & Pettigrew will offer the client the cancellation of the event or the postponement of the event, without the client being able to claim any compensation. In the event of cancellation of the event due to force majeure, the reservation fees will be refunded to the client at 100%.

### Confirmation of the nombre of guests

One week prior to the event date, the client must confirm in writing the final number of guests. However, it will be possible to adjust this number up to 72 hours before the event. This number will be taken into account for invoicing.

### Cancellation by the customer

If the client cancels the reservation after the contract is signed, cancellation fees are applicable according to the following terms:

If there is cancellation following the signing and deposit:

-Room rental fees will be invoiced at 100% (non-refundable).

If there is cancellation 72 hours before the event date:

-50% of the total amount of food will be invoiced.

Initials: \_\_\_\_\_



## SIGNATURE ET APPROVAL



CLIENT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

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

EVENT DATE \_\_\_\_\_

DEPOSIT BY (MAKE A SELECTION) :

☐

CHECK

☐

BANK TRANSFER

☐

CREDIT CARD

FINAL PAYMENT (MAKE A SELECTION) :

☐

CHECK

☐

BANK TRANSFER

☐

CREDIT CARD

## CONTACT



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Coordonnatrice aux ventes  
Blanche, Porcelaine, GTQ, Traiteur



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chezriouxetpettigrew.com