

Event Booking Confirmation

CONTINENTAL - *Pool Lounge*

1911 N. Fort Myer Drive

Arlington, VA 22209

T - F, 12PM – 2AM

Sat, Sun & Mon 5PM - 2AM

Katie Smith, General Manager

(703) 465-7675 (o)

(703) 861-3165 (m)

Event Name: _____

Event Contact: _____

Contact at Event: _____

Event Date: _____

Start//End Time: _____ // _____

Number of Guests: _____

Phone: (W) _____ (C) _____

Email: _____

Reservation Type:

➤ **Individual Game Table(s)** Reservations: (*disregard* for lounge reservations)

- Number and Type of Table (\$25/ea/hr): _____

➤ **Lounge Reservations:** If applicable, **please note minimum purchase commitment below.**

- Green Minimum: \$ _____
- Purple Minimum: \$ _____
- Both Minimum: \$ _____
- Full House Minimum: \$ _____

CANCELLATION POLICY:

If you should choose to cancel, please speak to a manager at Continental at least two weeks in advance. Cancellations made within 10 business days of the event are subject to a penalty of \$400.00 or 50% of the food total for catered events. _____ (initial) For events scheduled between November 15th & February 15th the above cancellation policy goes into effect 15 business days prior to the event. _____ (initial) You may reschedule your event 10 or more business days ahead without a penalty. In this case the cancellation policy would go into effect immediately. _____ (initial)

RESERVATION AGREEMENT:

I (we) agree to the cancellation policy listed above. _____ (initial)

I (we) agree to rent the private room or tables described above from Continental for the date and time I have chosen, in accordance with the following conditions: I (we) agree that (we) will be held liable for any damage to property or loss of property – including, but not limited to, loss of or damage to furniture, pool balls, cues, and/or tables – directly related to my (our) use of the private room or tables. If such damage occurs, I (we) agree to reimburse Continental immediately upon notification of our cost. _____ (initial)

I (we) will pay the balance due at the end of the event unless prior written arrangements have been made with Continental management. _____ (initial) **Sorry, we do not accept personal checks.**

All guests in attendance must be 21 years of age or older, unless other arrangements have been made or event concludes before 5PM. _____ (initial)

I (we) understand that no outside food or drink may be brought into Continental without the express permission of management. _____ (initial)

Only employees of Continental will be allowed to work the private party covered by this agreement. _____ (initial)

COVID-19 POLICY: *If mandated, CPL will enforce all state and local guidelines regarding disinfecting, distancing, group size and mask utilization by staff and guests. If required by state or local governments, we ask that all guests provide and wear a mask when outside of reserved area.* _____ (initial) I (we) agree that any person invited to this event that is experiencing symptoms of covid-19 (cough, headache, shortness of breath, fever, etc will be advised to stay home. _____ (initial).

I AM GUARANTEEING MY RESERVATION WITH THE CREDIT CARD NUMBER AND SIGNATURE LISTED BELOW. I AM NOT OBLIGATED TO USE THIS PARTICULAR CREDIT CARD WHEN PAYING MY FINAL BILL AT THE EVENT'S END. **I UNDERSTAND THAT A PHYSICAL CARD MUST BE PRESENT.** _____ (initial)

Credit Card Information: Required to confirm reservation.

Card Number _____ Expiration Date ____ / ____ CVV _____ Zip Code _____

Authorized Signature _____

Please read over your contract. If everything is satisfactory please sign and date below.

Continental _____ Customer _____
X _____ X _____
Date _____ Date _____

Thank you for choosing Continental for your party!