

Madigan's Waterfront

201 Mill Street
Historic Occoquan, VA 22125
(703) 494-6373
(703) 494-6376 - Fax
madiganswaterfront.com

Event Date: _____

* BASED ON ____ PERSONS

Customer Name: _____

Address: _____ City _____ State _____ Zip _____

Phone: (W) _____ (H) _____

Phone: (cell) _____ E-Mail address _____

Date of Event: _____ Type of Function: _____

No. of Guests: _____ Location: _____

Event Hours: _____ Cocktail Hour: _____ Serve Time: _____

Sunday – Thursday am or pm: minimum guest count 45; Friday am or pm: minimum guest count 50; Saturday am or pm: minimum guest count 50

Color Scheme: _____

No. at Head Table: _____

Entertainment: _____

Beer: _____

Wine: _____

Liquor: _____

*Alcohol to be paid at the end of your event

Rental fee: _____.

Food: _____.

Subtotal: _____.

VA Sales Tax (6%): _____.

Occoquan Meal Tax (3.5%) _____.

Gratuities (20%): _____.

Total Contract Amount: _____.

Deposit: _____.

Balance Due: _____.

Deposit: _____.

Balance Due: _____.

Deposit: _____.

Balance Due: _____.

MENU

☐ Buffet

☐ Sit-down

Beverages: _____

Champagne Toast _____

Wedding Cake Choice _____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

THIS CONTRACT, entered into this _____ day of _____, 20____, is made by and between _____, hereinafter referred to as "Customer" and Madigan's Waterfront, Inc., hereinafter referred to as "Madigan's" on the following terms and conditions:

1. Madigan's agrees to perform and Customer agrees to pay for services for the total price agreed upon and stated on the reverse side of this Contract. The minimum guest count for Friday & Saturday evening is 50 guests and 40 guests for Sunday. This price is based solely on the information provided by the Customer. The parties agree that Madigan's may, in its sole discretion, increase the total price if the number of guests increases and/or if a change in menu is requested by the Customer.

2. The Customer shall provide Madigan's with a non-refundable Five Hundred Dollar (\$500.00) deposit at the time of the execution of this Contract to secure the scheduled date. An additional Fifty percent (50%) of the total amount due as shown on the reverse side hereof, shall be paid by the Customer to Madigan's by _____ and the balance of the total amount due shall be paid by the Customer to Madigan's in full no later than one (1) week before the scheduled event. In the event that any of the foregoing payments are not made when due, Madigan's shall have the right to cancel the event and retain all amounts paid to the date of cancellation as liquidated damages. **THE DEPOSIT AND ALL OF THE FOREGOING PAYMENTS ARE NON-REFUNDABLE.**

3. In the event that the Customer chooses to have Madigan's provide an open bar, then all open bar charges shall be paid immediately upon completion of the scheduled event.

4. If the Customer breaches the terms of this Contract, then in that event the Customer agrees to pay all of Madigan's reasonable attorney's fees and costs incurred in enforcing this contract which shall include, but not limited to, filing fees, service fees, deposition fees, travel expenses, and the like.

5. If the event is to occur somewhere other than Madigan's, then the Customer shall be responsible for providing Madigan's the basic utilities needed to properly perform the scheduled event which shall include, but not be limited to, all necessary electrical and kitchen facilities needed unless specifically mentioned in this Contract. Customer also agrees to pay for and/or provide and satisfy any and all requirements and restrictions of the location where the event is to take place. In the event that these requirements and restrictions cause additional expense not calculated on the front of this Contract, then in that event, the Customer agrees to pay any such additional expense prior to the event. Madigan's shall not be responsible for any extra cost or expense associated with the off-site location unless specifically agreed to in this Contract and, further, the Customer agrees to hold Madigan's harmless in the event such costs, or expenses are incurred.

6. Customer shall be responsible for obtaining and paying all cost associated with insurance, taxes, permits, licensing and/or permissions needed to utilize an off-site location for this event and, further, Customer shall hold Madigan's harmless from any such expense incurred which is not specifically contracted for or mentioned on the front of this Contract.

7. Madigan's shall not be responsible for things not in its control, such as but not limited to weather, terrorism, acts of war, traffic, etc. Under these or any other circumstances where an event must be delayed or rescheduled, there may be additional cost involved for which the Customer will be responsible.

8. The total contract amount on the reverse side of this Contract reflects the price per-person multiplied by the number of people stated on the front of the Contract. If on the day of the event more than the total number of people stated on the front of the Contract attend, then Madigan's reserves the right to increase the total price to reflect the total number of people in attendance. In no event shall the price be decreased below the total contract amount stated on the reverse side of this Contract.

9. This reservation is for a four (4) hour block of time for a reception and a three (3) hour block of time for a dinner; each additional hour afterwards will be billed at the rate of Two Hundred Fifty Dollars (\$250.00) per hour or fraction thereof.

10. Customer agrees that no confetti, rice or birdseed is to be thrown either inside or outside of the building. Customer also agrees that no tacks, staples or similar fastening devices are to be used on such surfaces as tables, walls, railings, moldings, etc.

11. This Contract is to be construed under the laws of the Commonwealth of Virginia. Customer agrees that exclusive jurisdiction to resolve any dispute arising under this Contract shall be solely in the General District Court or the Circuit Court of Prince William County, Virginia, depending on the amount in controversy, to which jurisdiction the Customer hereby agrees.

12. This is the entire understanding between the parties.

13. The parties have read and understand this Contract and consent to the terms herein.

14. This Contract is not valid until both the Customer and a Madigan's representative have endorsed this Contract and the Customer has paid the deposit stated on the front of this Contract.

Executed this _____ day of _____, 20_____.

Customer

Madigan's Representative

Dinner Buffet

Madigan's Waterfront offers our guests a buffet dinner served with our mixed greens salad tossed in our signature balsamic vinaigrette dressing, fresh steamed vegetables, dinner rolls, wedding cake, champagne/sparkling cider toast, soda, coffee and tea. You may choose two entrees and one side dish. Additional entrees may be added for \$8 a person, side dishes for \$3 a person.

Assorted Cheese and Cracker Platter

Entrée Selections

Baked Filet of Flounder in our lemon butter sauce

Baked Filet of Flounder topped with a creamy crab sauce

Grilled Salmon topped with Béarnaise Sauce

Flounder Bruschetta

Oven Roasted Chicken

Chicken Breast Florentine

Grilled Chicken Breast

Can be topped with a parmesan peppercorn cheese sauce or

Goat cheese, roasted red peppers and a lemon butter sauce

Sliced Top Sirloin, medium temperature

Tenderloin of beef w/mushrooms in a burgundy sauce

Beef Pepper Strip Steak

Roast Pork Loin stuffed with spinach, sausage & spices

Side Dishes

Seasoned Wild Rice Blend

Jasmine Rice

Garlic Mashed Potatoes

Penne Alfredo

Pasta Marinara

Garlic Butter New Potatoes

Wedding Cake of your choice from a selection of succulent flavors and mouth-watering fillings.

Champagne/Sparkling Cider Toast

The price for this menu is \$75 per person plus a 9.5% sales tax and a 20% gratuity for your servers.

This banquet menu price includes the tables, chairs, linens, china, flatware, stemware, hurricane candle globes, white taper candles, minimal setup and cleanup.

Dinner Parties

Madigan's Waterfront offers our guests a wide variety of choices. From the list below, you may select up to three entrees. All dinners include our fresh dinner salad with our signature balsamic vinaigrette dressing, warm dinner rolls, dessert, soda, coffee and tea.

Assorted Cheese & Cracker Platter

Dinner Selections (Choose 3):

Shrimp Scampi:	Succulent shrimp sautéed in a white wine, garlic butter sauce and served with our seasoned wild rice
Grilled Salmon:	Fresh salmon grilled with white wine, lemon & butter served with seasoned rice
Crabcake Platter:	2- 4 oz. crabcakes blended with backfin crabmeat & our own special spices, served with seasoned wild rice
Stuffed Flounder:	Filet of Flounder stuffed with backfin crabmeat, baby shrimp melted provolone and drizzled with lemon butter, served with seasoned rice
Stuffed Shrimp:	Five jumbo Shrimp stuffed with lump crab meat and broiled to perfection
Tilapia Bruschetta:	Baked Tilapia served over seasoned flat bread and topped with fresh tomatoes, basil, parmesan cheese, and balsamic glaze
Grilled Chicken Alfredo:	Grilled chicken breast served atop penne alfredo
Chicken Breast:	Boneless chicken breast grilled & topped with our parmesan peppercorn cheese sauce, or goat cheese, roasted red peppers and a lemon butter sauce, served with seasoned rice
Dirty Chicken:	Grilled Cajun chicken breast served over penne pasta sautéed with spicy sausage, scallions, fresh tomatoes, Cajun spices and parmesan cheese
Vegetarian:	Pasta Primavera: Penne pasta topped with marinara sauce and hand cut vegetable blend of carrots, zucchini, broccoli florets and red pepper
Prime Rib:	10 oz. slow roasted and tender prime rib, baked to a medium temperature, served with garlic mashed potatoes

NY Strip Steak: 10 oz. NY Strip steak grilled to a medium temperature,
served with garlic mashed potatoes

Top Sirloin: 12 oz. tender sirloin grilled to a medium temperature,
served with garlic mashed potatoes

The price per person is \$75.00 plus a 9.5% sales tax and a 20% gratuity will be added to your event.

We must have your entrée count of each selected entrée 1 week in advance.

For your convenience all your guests may have our...

*Surf & Turf (8oz NY Strip with a 4oz crabcake or 2 Stuffed Shrimp with crabmeat) to eliminate individual entrée selections & place cards. (\$78 per person)

*Mock Surf & Turf (Grilled Salmon with Béarnaise Sauce and Grilled Chicken Breast with a Parmesan-Peppercorn Cheese Sauce. (\$75 per person)

Champagne / Sparkling cider toast

Wedding cake of your choice from a selection of succulent flavors and mouth-watering fillings

This banquet menu price includes the tables, chairs, linens, china, flatware, stemware, hurricane candle globes, white taper candles, minimal setup and cleanup.

Wedding Reception

Sample Menu #1

Fresh Vegetable Platter w/ our homemade ranch dip
Assorted Cheese & Cracker Platter

Pasta Station

Bite size pasta sautéed with your choice of 2 sauces
(Marinara, Alfredo, Pesto or Scampi Sauce)

Chicken Brochettes

Sweet -n- Sour Meatballs

Sautéed Mixed Vegetables

Soda, Coffee & Tea

Champagne/Sparkling Cider toast

Wedding cake of your choice from a selection of succulent flavors and mouth-watering fillings.

The price for this menu is \$72 per person plus a 9.5% sales tax and a 20% gratuity for your servers.

*This menu is for less than 70 guests. Over 70 guests, the pasta will be put into chafing dishes.

This banquet menu price includes the tables, chairs, linens, china, hurricane candle globes, flatware, stemware, white taper candles, minimal setup and cleanup.

DJ available for \$600 for 4 hours

Wedding Reception

Sample Menu #2

Fresh Vegetable Platter w/ our homemade ranch dip
Assorted Cheese & Cracker Platter

Butler style passed hors d'oeuvres (choose one)

Shrimp wrapped in Bacon, Shrimp Cocktail or Mini Crabcakes

Steamship Round of Roast Beef

Tender steamship baked to a medium temperature then sliced

Served with au jus, rolls & Condiments

Chicken Salad Filled Pastry Cups

Sweet -n- Sour Meatballs

Sautéed Mixed Vegetables

Soda, Coffee & Tea

Champagne/Sparkling Cider toast

Wedding cake of your choice from a selection of succulent flavors and mouth-watering fillings.

The price for this menu is \$74 per person plus a 9.5% sales tax and a 20% gratuity for your servers.

This banquet menu price includes the tables, chairs, linens, china, hurricane candle globes, flatware, stemware, white taper candles, minimal setup and cleanup.

Wedding Brunch Buffet

We offer a wedding brunch buffet served with eggs benedict, oven roasted potatoes, sautéed mixed vegetables, buttermilk biscuits and 1 entree. Also an Omelet Station, where the guests may create their own omelet with a choice of green peppers, fresh tomatoes, jalapenos, salsa, mushrooms, cheddar cheese, Monterey jack cheese, bacon, onions & ham

You may add a waffle station or additional entree for \$7.00 per person.

Entrée Selections

Filet of Flounder in a lemon butter sauce

Filet of Flounder with a creamy crab sauce

Flounder topped with chopped tomatoes, basil & a balsamic glaze

Grilled Salmon with Béarnaise Sauce (*a favorite)

Grilled Chicken Breast, may be plain or topped with 1 of the following:

Marsala, Bryan, Parmesan-peppercorn cheese sauce (*a favorite) or Florentine

Oven Roasted Chicken

Sliced Roast Beef au jus

Beef Pepper Strip Steak

Roast Pork Loin

Soda, Coffee, & Tea

Sparkling cider or champagne toast

Wedding cake or a sweetheart cake with cupcakes

The price per person is \$64.00. A 9.5% tax and a 20% gratuity will be added to your event. This banquet menu price includes tables, chairs, linens, china, hurricane candle globes, flatware, stemware, candles, setup and cleanup.

Additional Add-on Station:

WAFFLE STATION: Fresh Belgian waffles with a choice of blueberries, strawberries, maple syrup & whipped cream toppings

Hors d'oeuvres

(can be added to your menu, stationary or butler-passed)

<u>Hot Hors d' oeuvres</u>	<u>(Per Dozen)</u>	<u>Chilled hors d'oeuvres</u>	<u>(Per Dozen)</u>
Brie w/ Raspberry in Filo	\$30.00	Fresh Endive	\$28.00
Portobello Mushroom with creamy fontina		(Stuffed with Sundried Tomatoes	
Mini Chicken Cordon Bleu	\$30.00	& fresh basil cream cheese)	
Mini Franks in a Blanket	\$24.00	(Stuffed with Garlic Hummus)	
Sweet & Sour Meatballs	\$28.00	Antipasto Kabobs	\$32.00
Sante Fe Chicken Eggrolls	\$28.00	(fresh mozzarella, artichoke hearts, sundried	
Beef Empanadas	\$30.00	tomatoes & Italian olives)	
Roasted Red Peppers with	\$30.00	Assorted Fresh Fruit Kabobs	\$45.00
goat cheese, herbs & pine nuts		Fresh asparagus wrapped with cream cheese	
<u>SEAFOOD</u>	<u>(Per Dozen)</u>	& Prosciutto ham	\$34.00
Mushrooms Stuffed with Crab Meat	\$38.00	Chicken Salad filled pastry cups	\$34.00
Shrimp (Wrapped in Bacon)	\$45.00	Mini Cheesecakes, Petit Fours &	\$40.00
Fried Scallops (Wrapped in Bacon)	\$45.00	Bite size Desserts	
Crab Claws (Garlic Butter)	\$Market		
Mini Crab Cakes	\$45.00		
Shrimp Cocktail	\$45.00	<u>(SERVES 25 guests)</u>	
Smoked Salmon	\$180.00	Assorted Fruit Platter	\$125.00
Serves 30 guests		Fresh Vegetable Platter	\$100.00
		Assorted Cheese Platter	\$125.00
		(Bleu, Boursin, Cheddar, Pepperjack, Swiss)	
		Add Brie (for 10)	\$ 40.00

Wine Selections

Our wine list is designed to help you make a wine selection to compliment your meal. Our wines are listed with the lighter style wines at the beginning of each category, descending to the full flavored and full bodied.

White & Rose Wine

A by Acacia Rose (California).....	\$30.00
Primo Amore Moscato (Italy)	\$30.00
Chateau Morrisette - Our Dog Blue Riesling (Virginia)	\$30.00
Ecco Domani Pinot Grigio - (Italy).....	\$30.00
Whitehaven Sauvignon Blanc - (New Zealand)	\$38.00
Overstone Sauvignon Blanc (New Zealand).....	\$34.00
Twenty Acres Chardonnay - (California)	\$36.00
William Hill Central Coast Chardonnay - (California)	\$34.00
Kendall-Jackson Chardonnay - (California)	\$36.00
J Vineyards Russian River Chardonnay - (California)	\$55.00

Red Wines

A by Acacia Pinot Noir - (California)	\$32.00
La Crema Pinot Noir (California)	\$36.00
Chateau Morrisette - The Black Dog, Red Blend (Virginia)	\$30.00
Red Rock Merlot - (California)	\$30.00
Don Paula Malbec (Argentina)	\$38.00
Juggernaut Cabernet Sauvignon (California)	\$30.00
Louis Martini Cabernet Sauvignon - (Sonoma Valley, California)	\$36.00
Beaulieu Vineyards (B.V) Tapestry - (Napa, California)	\$75.00
Edmeades Mendocino Zinfandel (California)	\$42.00

Champagne & Sparkling Wines

La Marca Prosecco - (Italy)	\$34.00
Korbel Brut - (California)	\$34.00
Piper-Heidsieck Cuvee Brut - (France)	\$80.00

Wedding Cake choices

Flavors:

Butter (yellow)
Butter Rum
Butter Almond
Lemon
Marble
Applesauce Spice
Devil's Food
Red Velvet
Double Dark Chocolate
Milk Chocolate Fudge
White Chocolate Chip
Orange
White
Almond
Strawberry
Cherry
Carrot

Fillings:

Fruit Fillings:

Lemon Curd
Strawberry
Cherry Chocolate Chip
Raspberry
Pineapple
Peach
Apple Cinnamon
Blueberry
Cherry
Mocha

Nut & Cream Fillings:

Bavarian Cream
(Chocolate or Vanilla)
Chocolate Mousse
Bailey's Irish Cream
Pecan-Cream Cheese
Coconut Pecan
Chocolate Hazelnut
Cream Cheese
Peanut Butter
Sweet Vanilla Cream
Caramel Pecan
Chocolate Ganache
White Chocolate Ganache

Wedding package includes one traditional tiered cake, with all layers one flavor

You may also choose to have one sweetheart cake for the cutting and take home for anniversary with cupcakes for the guests. If choosing that option, the sweetheart and half the cupcakes can be one flavor and filling, and the other can be a different flavor and filling.

* Tops are to be furnished by Bride and Groom

* Fresh or Silk Flowers provided by Florist or Bride and Groom

1st Appointment:

Sign the contract and pay \$500 non-refundable rental deposit (cash, credit card or check) to secure your date (no earlier than 1 year in advance)

2nd Appointment: (approx. 1-2 months after signing contract)

Finalize menu selection

Approx. guest count

Cake samples for wedding (take home)

DJ info / alcohol selections/ color scheme

Time line- approximate for a smooth event

50% deposit (cash, credit card or check)

3rd Appointment: (week of your event Monday-Thursday)

Final guest count

Final food payment- currency **cash or partial cash (\$1000)** then the balance may be paid by cash, credit card or check

Final DJ payment-separate check

Bring in all non-perishable items:

Cake cutter/server

Toasting glasses

Signature mat/guest book

Place cards with entrée selection/ Table assignments

Pictures / Silk flowers/ Fresh Rose Petals / Decorations

Wedding favors / Party Favors

Approximate Time Line

- pm Guests arrive**
 - Hors d'oeuvres are stationary or passed**
 - Bar is open offering a limited bar?**
- pm Be seated for dinner**
- pm Acknowledge the parents?**
 - Introduce the bridal party then**
 - Mr. & Mrs.**
- pm Blessing by**
- pm Serve salad or open the buffet**
- pm Serve Entree**
- pm Couple's 1st dance**
 - Father/daughter dance, mother/son dance**
- pm Toast by Best man, Maid of honor, couple?**
- pm Bride & Groom cut the cake**
- pm Bridal party dance (fun song- invite the family & guests**
 - To join after 30 sec.**
- pm Garter and bouquet toss and/or longest married dance**
- pm Last Call**
- pm Sparkler sendoff – bridal party lights the sparklers and**
 - assembles the guest in 2 lines**
- pm Everyone leaves**

Outside Deck

Bar

Hors d'oeuvres

DJ Table

Outside Deck

Steps

Bridal Party

Cake

Three 4' rounds,
Each seat 6-7 guests

Steps

8 - 5' Rounds,
seat 6-10 guests each

Steps

Gift
Table

FRONT WINDOWS

Karaoke Showtime & Dj Service - Wedding Reception Entertainment Planner

Karaoke Showtime wants your wedding reception to be absolutely perfect. To help us assure that your wedding reception is all that you want it to be, kindly fill in and return this wedding planner so that we receive it TWO WEEKS prior to your wedding reception date.

- You can submit this wedding planner: By e-mail to: snipeschris@verizon.net
- 301-996-3704

We'll make certain you have the exact music that you want on your most important day. Should you need any assistance, please don't hesitate to call us at (301-996-3704. As experienced professional wedding entertainment specialists, we're happy to offer suggestions or help you with your selections in any way we can.

Your Name _____
Your Address _____

Your Telephone Number and e-mail _____

Wedding Reception date: _____
Wedding Reception location: _____
Time the guests arrive: _____

Phone that the Bride/Groom can be easily reached on. Eg. Cell phone: _____

Will the Disc Jockey be seated for dinner? Yes No

Would you like the Disc Jockey to play for the introductions? Yes No

If so do you have a song preference? _____

Kindly fill in the names of the wedding party members exactly as you'd like your DJ to announce them at your wedding reception:

Parents of the Bride _____

Parents of the Groom _____

Bridesmaids:	Groom mens:

Flower Girl: _____
Ring Bearer: _____
Maid/Matron of Honor: _____
Best Man: _____
Bride and Groom: _____

Blessing Before Meal will be given by: _____
Best Man’s Wedding Toast: _____
Song during the Cutting of the Cake: _____

Please list any other traditions that you will be including in your celebration:

Special Dances	Your Music Selection:	Recording Artist
Newlywed’s First Dance:	_____	_____
Wedding Party’s First Dance	_____	_____
Father/Daughter dance (optional)	_____	_____
Mother/Son dance(optional)	_____	_____

Would you like the Father/Daughter or Mother/Son dance to take place as a 3rd and 4th dance or would you prefer it after the Garter and Bouquet toss? _____

Garter and bouquet toss	Czepina
Dollar dance	Hora medley
Cupid Shuffle	Hokey Pokey
Bird Dance	Macarena
Electric Slide	
Other:	_____

Please check the types of music you wish to have available for your event:

Popular hits from the following decades:

50's 60's 70's 80's 90's 00's

- | | |
|-----------|---|
| Classical | Country & Western - some? <u>or</u> lots of it? |
| Hip Hop | Jazz/Rhythm/Blues |
| Polka | Rap |
| Reggae | Rock & Roll |
| Swing | Ethnic Music |

Please list the name/recording artist of any important musical selections that you feel are essential to play during your wedding reception. We recommend no more than 15 requests. It is important to avoid programming the evening. It gives the Disc Jockey some latitude to 'play to the crowd' as well as playing specific requests that are made by your guests.

Please list any particular song selections you do NOT wish us to play:

Chris Snipes
KARAOKE SHOWTIME & DJ SERVICE
snipeschris@verizon.net
301-996-3704

CONTRACT FOR SERVICES

This document is to serve as a Contract for services between Karaoke Showtime & Dj Service and

_____.

Descriptions of services are as follows:

EVENT:

LOCATION: Madigan's Waterfront
201 Mill Street, Occoquan, Virginia 22125

DATE: _____

TIME: _____

Price: \$600.00

DETAILS: The price of \$600.00 includes the services of the assigned DJ/KJ and all dj music and equipment needed to perform entertainment in a professional manner. The customer will supply a table to set equipment on and a 20 amp, 110v power outlet to plug into.

ADDITIONAL SERVICES NOTATION: After ____p.m., there is an additional fee of \$100.00 per hour, rounded to the nearest quarter hour. This charge only applies if the client requests the stay for additional time.

DEPOSIT: The deposit will be waived for this event due to lack of time.

Payment: The entire balance is due and payable by the end of the event, either by check or cash.

Please make check payable to Chris Snipes

If you have any additional questions or requests, please call my cell phone.

We do appreciate your business and thank you in advance.

SIGNED AND AGREED TO BY:

Chris Snipes of Karaoke Showtime & DJ Services

Name: _____

Address: _____

Phone #: _____

Signature: _____ Date: _____