

+ Turtle Mountain Brewing Co

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 Rio Rancho, NM 87124
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Banquet Room

Reservation Form

Contact Name:	_____	Date of Reservation:	_____
Company:	_____	Time In/Time Out:	_____
Contact Phone #:	_____	# of Attendees (plus children):	_____
Local Contact #:	_____	Type of Gathering:	_____
Email Address:	_____	\$150 Fri/Sat Deposit?:	_____
Reservation Taken By:	_____	Time/Day Taken:	_____
MOD for Party:	_____	Time/Day Confirmed:	_____

Does Customer need AV equipment? (DVD player, InFocus Projector system)	
Does Customer need a gift or presenter's table?	
Is Customer going to be bringing their own cake?	
Did Manager explain Minimum Food and Beverage spending for party?	
Did Manager tell Customer about our included 18% Gratuity for party?	
Did Manager explain the \$250.00 labor fee for before or after hours?	

How does Customer want the tables set up? Facing screen? Square? 'U' Shape?

What food plan does the Customer want?

Special Instructions?