

GENERAL INFORMATION & POLICIES

We appreciate your interest in Frank's Americana Revival to host your event!

Welcome to Frank's Americana Revival. We serve American food with a bit of culinary soul and always use the freshest ingredients from the local Farmers Market and from our exceptional suppliers. Our menu features reinterpreted, comforting regional favorites and dishes influenced by classic and modern American cuisine that are sure to please your guests.

Housed in a spectacular building on Westheimer Road in River Oaks, the new private dining space of the restaurant has captured all the qualities of the past in a stunning and dramatic new look. With vast windows overlooking Westheimer and a stunning wine wall, Frank's Americana Revival looks to the future and the past simultaneously.

We warmly invite you to visit our website www.frankshouston.com to learn more about our family, our history, and to explore the various options we have to offer. Our restaurant space and menu offerings are perfect for birthday events, corporate lunch meetings, wedding rehearsal dinners, business dinners, and more.

Aimee Waltrip, our Events Coordinator, looks forward to personally taking care of every detail so you can entertain at Frank's Americana Revival with recognized service and lack of stress.

IN ORDER TO RESERVE A PRIVATE ROOM

Frank's Americana Revival requires a form to be signed and returned in order to secure your reservation.

We ask our guests to leave a credit card number on file to hold the room, and the card is then used as a form of payment upon conclusion of your event unless otherwise specified. Separate checks are not permitted; however, as a courtesy, the bill can be divided equally into different credit cards.

MENUS AND GUEST GUARANTEE

In order to ensure proper service, a **pre-set menu is required for parties of 15 people or more**. Menus are due 10 days prior to your reservation date. You may make your menu selections via telephone, fax, or email. Wine selections are due 72 hours prior to the event to guarantee availability. Upon finalizing your menu, a contract of agreement and Banquet Event Order (BEO) will be submitted to you via email to guarantee your arrangements.

Our Chef is always accommodating if there are dietary needs. Vegetarian/Vegan/Gluten Free options are available upon request. Substitutions to the private dining menus may be subject to an additional charge. Menu options and pricing are subject to change due to seasonality and availability. A 72-hour guest guarantee is required in which service and food preparation will be based and charged. This number is not subject to reduction thereafter.

SERVICE CHARGES

A private staff is arranged for the servicing of your private room.

For lunch, a 20% service charge or \$100 (whichever is greater) will be added to the bill. For dinner, a 20% service charge or \$200 (whichever is greater) will be added to the bill.

The 20% service charge is based on food, wine, and beverage service, not added on tax, valet, flowers or contracted entertainment. It serves as a form of payment to your service staff.

MENU CHARGES & SALES TAX

Food, wine, and beverage are charged per selection.

The Texas sales tax is calculated only on food, alcoholic beverages and non-alcoholic beverages at 8.25%. In the event your organization is tax-exempt, a valid Texas sales tax exempt certificate must be provided no later than **ten (10) business days** prior to the day of your event.

RESTRICTIONS

All foods and beverages must be provided and prepared by Frank's Americana Revival. No food, beverage and/or Alcoholic Beverages may leave the premises at any time without prior approval of Frank's Americana Revival. We reserve the right to refuse the sale of Alcoholic Beverages to anyone at any time.

CANCELLATION

Cancellation must be obtained in writing. Cancellations made by phone or voicemail will not be honored unless supplemented by written cancellation. In the event Frank's Americana Revival does not possess your written cancellation, you must provide documentation of the original cancellation in order for the cancellation to be honored. If a function is cancelled with less than 10 days, Frank's Americana Revival is entitled to a cancellation fee of 100% of the deposit received.