



Party Room Questionnaire

www.coalsartisanpizza.com

Coals Middletown 502-253-0106

Coals St Matthews 502-742-8200

Catering Manager

Madeline Peters

502-203-5559

madeline@coalsartisanpizza.com

Event Location: (Please Circle) Middletown St Matthews

Name _____ Business Name _____

Phone _____ Email _____

Date of the Event _____ Type of Event _____

Guest Count _____ Time _____ Duration _____

One Check: YES NO Payment Method: (Please circle) Credit Card Cash/ Check Credit Card on File

Who is Paying? _____ Tax Exempt (Please Circle) YES NO

ROOM FEES APPLY. PLEASE SEE ROOM RENTAL CONTRACT. WITH PRIOR APPROVAL FROM MANAGEMENT, CAKE PURCHASED FROM A COMMERCIAL BAKERY IS ALLOWED. THERE IS A 20.00 FEE FOR PLATE SERVICE. NO OTHER OUTSIDE FOOD IS ALLOWED. DECORATIONS OK. NO CONFETTI

Presentation: (Please Circle) YES NO Televison AV SetUp: YES NO

Time of Presentation: (Please circle) Before Meal During Meal After Meal

Table Setup (Please refer to the seating chart available on our website) (Please circle your choice below)

Alcohol Included YES NO Drink Tickets YES NO How Many _____ Per Guest Price Per Ticket _____

Do You Need: (Please Circle) Beverage Package Dessert package High Chair

Reservation Notes