**Please carefully read and understand the following Terms and Conditions,**

• $200 Deposit is required to secure your desired date. This deposit is nonrefundable but can be transferred to another date.

• We kindly request confirmation of party numbers and menu choices one week prior to the event. Final billing will be based on this. In case guest numbers are not provided, the final bill will reflect the total number of guests booked in your original reservation.

• We do not allow outside food into the teahouse, unless arrangements have been made prior to your event

• For parties with more than 20 guests, both rooms will be reserved. Parties with 45-50 guests will have exclusive access to the charming bakery room.

• We will make every effort to accommodate a 30-minute set-up time prior to your event, based on restaurant availability (not guaranteed).

• Your booking will be billed until your last guest departs, ensuring you have a memorable experience from start to finish.

• An 18% Gratuity will be added to all party bookings unless otherwise arranged.

• If you plan to serve liquor during your party, please obtain a special event permit from the Liquor board. A per person corkage fee will be applied to your bill.

\*\*By booking at The Lovely Teahouse, you agree to be bound by these Terms and Conditions

Contact information:

For any questions or concerns regarding these Terms and Conditions, please contact us at [thelovelyteahouse@gmail.com](mailto:thelovelyteahouse@gmail.com)