

### Menu Selection

Reata recommends that all parties of 15 or more pre-select a menu. Specific meal selections within the guidelines need to be submitted to the Private Dining Director one week prior to your event. Typically, a group menu would include one salad, up to three main entrees and two desserts. For questions regarding your specific menu, please ask your Private Dining Director. The menu selections will be from the restaurant menu.

# Holds, Confirmations and Cancellations

To confirm your reservation, we require a signed contract with a credit card guarantee. The credit card is used to guarantee the reservation and will not be charged unless the reservation is cancelled within three days prior to your event. At that, time a cancellation fee will be charged based on your specific reservation (noted on your Private Dining Contract).

## Meal Periods

We book private spaces in two time frames: 5:30pm-8:00pm, 8:30pm-Close or for the whole evening.

### <u>San Jose</u>

Main Level Seats up to 10-12 guests at one table Room Minimum for the meal period is \$400 plus tax and gratuity Room Minimum for the whole evening (ex: 7-10pm) is \$600 plus tax and gratuity All food and beverage purchased is applied toward room minimum.

### <u>El Corazon</u>

Main Level Seats up to 10-12 guests at one table Room Minimum for the meal period is \$400 plus tax and gratuity Room Minimum for the whole evening (ex: 7-10pm) is \$600 plus tax and gratuity All food and beverage purchased is applied toward room minimum.

#### Stock Show Room

Main Level Seats 20 guests at two tables Room seats 10-14 guests at one large square table Room Minimum for the meal period is \$850 plus tax and gratuity Room Minimum for the whole evening (ex: 7-10pm) is \$1,000 plus tax and gratuity All food and beverage purchased is applied toward room minimum.

#### <u>Justin Room</u>

Main Level Seats 20 guests at two tables Room will accommodate a maximum of 18 at one large square table Room Minimum for the meal period is \$850 plus tax and gratuity Room Minimum for the whole evening (ex: 7-10pm) is \$1,000 plus tax and gratuity All food and beverage purchased is applied toward room minimum.



### The 35<sup>th</sup>

Lower Level

Seats up to 60 guests at ten round tables of 6 for a seated meal

Seats up to 42 with a buffet meal

Lunch time (11am-2:30pm) minimum of \$600 required plus tax and gratuity

\$2,500 minimum to book from 5/5:30pm to 8pm plus tax and gratuity Thursday, Friday, and Saturday \$2,000 minimum to book from 8:30pm to 11pm plus tax and gratuity Thursday, Friday, and Saturday \$4,500 minimum for all evening plus tax and gratuity Friday and Saturday All food and beverage purchased is applied toward room minimum.

## <u>Caballo Canyon</u>

Third Level

Outside open air patio reception area and Grotto Bar

Accommodates 60 guests for a cocktail reception style (with limited seating)

Accommodates up to 50 guests for a seated dinner

\$2,500 minimum to book from 5/5:30pm to 8pm plus tax and gratuity Thursday, Friday, and Saturday \$2,000 minimum to book from 8:30pm to 11pm plus tax and gratuity Thursday, Friday, and Saturday \$4,500 minimum for all evening plus tax and gratuity Thursday, Friday, and Saturday

# <u>Sunset Deck</u>

Fourth Level

Partially covered patio with fans and heaters

Seats up to 88 guests for a seated dinner

Accommodates up to 65 guests for a buffet reception style

Lunch time (11am-2:30pm) minimum of \$1,500 required plus tax and gratuity

\$4,000 minimum to book from 5/5:30pm to 8pm plus tax and gratuity Thursday, Friday, and Saturday

\$3,500 minimum to book from 8:30pm to 11pm plus tax and gratuity Thursday, Friday, and Saturday

\$5,500 minimum for all evening plus tax and gratuity Friday and Saturday

\*For events ranging from 70 to 100 ask about including the Rooftop Bar and Cocktail Area (minimum will increase).

## Dome

Fourth Level

Fully enclosed, climate controlled glass dome

Seats up to 104 guests for a seated dinner

Accommodates up to 84 for a buffet meal

Lunch time (11am -2:30pm) minimum of \$1,750 required plus tax and gratuity

\$4,000 minimum to book from 5/5:30pm to 8pm plus tax and gratuity Thursday, Friday, and Saturday

\$3,500 minimum to book from 8:30pm to 11pm plus tax and gratuity Thursday, Friday, and Saturday

\$5,500 minimum for all evening plus tax and gratuity Friday and Saturday

\*For events ranging from 80 to 120 ask about including the Rooftop Bar and Cocktail Area (minimum will increase).

# Entire Rooftop

Includes Sunset Deck, Dome, Rooftop Bar and Caballo Canyon Accommodates up to 300 guests for a reception (with limited seating) Minimums vary – please call for pricing



#### Rooms

A food and beverage minimum is applied to the following rooms, specific to each selected private dining area, plus tax of 8.25% and gratuity of 20%.

Please Note: All food and beverage minimums are discretionary and may be higher during peak seasons or lower during non-peak times.

## Cancellation/Notification Policies\*

No Cancellation Fee if canceling 3-days prior to your event <u>Lunch Reservations</u> Any private room on the main level-\$50.00 for canceling or no show the day of your event <u>Dinner Reservations</u> Any private room on the main level-\$150.00 for canceling less than 3 days in advance 35<sup>th</sup> Room, Sunset, Dome and Caballo Canyon-25% non-refundable deposit 6 weeks in advance \*During peak times deposit rates may vary or be required further in advance. Also, during peak times deposits might be required for any space – speak with our event coordinators about specifics.

### Contracts

For each private dining booking you are required to sign a contract that outlines the details of your event. Reata requires a credit card to hold all private dining bookings. Credit cards used to book the events will not be charged day of unless requested in advance by event host with your event coordinator.

### Audio Visual

The 35<sup>th</sup>, Luna Vista Dome, Justin and San Jose Rooms are outfitted with built in audio visual equipment. Please ask for more details and prices.

### Websites

You can take a 360 tour of our entire restaurant at our website https://www.reata.net/reata-fort-worth/virtual-tour

### Deposits

\*During peak times deposit rates may vary or be required further in advance. Also, during peak times deposits might be required for any space – speak with our event coordinators about specifics.