

Private Party Room Agreement

Half Lounge Rental: \$75 per hour (accommodates up to 20 people)
 Full Lounge Rental: \$150 per hour (accommodates up to 40 people)

Our lounge is available for rent during our normal business hours. All rentals must end 30 minutes prior to closing time. A credit card is required to guarantee your rental.

Initial

Start and End Times: The host has 30 minutes before the scheduled time of the event for set up and 15 minutes after the scheduled end time for cleanup. If the lounge cannot be re-opened to store patrons 15 minutes after the rental period ends, the host will be charged an additional hour of rental.

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Our staff will set up the lounge area with the requested supplies prior to your party's start time. To avoid disturbing your party, our staff will not be coming in and out of the lounge other than to clear dishes if we are providing any of the food items. If you need additional supplies during your party, the host should please let the counter staff know and we are happy to add additional items upon request. "Serving" of food and beverages is the responsibility of the host. We do not have full service staff available.

Initial

We can provide any food items that are available on our menu (see back for menu). We provide all service ware for the food and drink items we are supplying for your event. This includes plates, glassware, utensils, serving pieces and napkins. We also provide tablecloths for the food table and gift table (if required). Candles are also on each table. You are welcome to bring in other food items such as sandwiches or appetizers from home or from your preferred caterer. **Only food and drink items that we do not sell may be brought in for your event. Items not allowed to bring include (but not limited to) the following: chocolate, chocolate favors, fondue, chocolate dipped items, water, pop, alcohol, cupcakes, cupcake cakes.** You must provide all serving items needed for any outside food or drink items you bring for your event (plates, napkins, utensils, service ware). We do have limited serving pieces, utensils, and glassware available for rent if desired.

Initial
 bringing in items listed will incur a \$100 charge

Table decorations are permitted with prior approval. Decorations must be suitable for children's viewing. Decorations may not be attached to the walls, doors, fireplace, floor, fixtures, windows or ceilings. No loose glitter, confetti, or table sprinkles are allowed.

Initial

Deliveries of food, decorations or other items should be arranged for a time when the event host will be present as we cannot be responsible for receiving and storing such items. Due to space limitations, unfortunately we are not able to store cold items or heat food for your party.

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By signing below, you verify that you are aware of all terms of use for the lounge at Anna Shea Chocolates and agree as a host to be responsible for your event. A signed copy of this agreement must be submitted with your valid credit card information in order to guarantee the reservation of your approved date and time. Your party is NOT confirmed without this agreement and credit card number.

Initial

Additional fees may be incurred if the above terms are not adhered to.

Initial

PRINT HOST NAME

SIGNATURE

- FULL LOUNGE RENTAL (\$150/HR)
- HALF LOUNGE RENTAL (\$75/HR)

CONTACT PHONE & EMAIL

EVENT DAY DATE START TIME END TIME APPROX # of guests

CARDS ACCEPTED: VISA, MASTERCARD, AMEX, DISCOVER

CREDIT CARD NUMBER EXP. DATE SECURITY CODE BILLING ZIP CODE

Hot Drinks

DRIP COFFEE BY THE CUP	\$2.75
CHOCOLATE BASED FLAVORED COFFEE:	\$4.25
~Chocolate Mint Truffle Regular	
~English Toffee Regular, Decaf or Sugar Free	
FRENCH PRESS COFFEE FOR ONE-Reg & Dec	\$4.00
SIGNATURE HOT CHOCOLATE	\$5.00
SPECIALTY HOT CHOCOLATES	\$5.25
~SALTED CARAMEL HOT CHOCOLATE	
~WHITE HOT CHOCOLATE	
~RED VELVET HOT CHOCOLATE	
~PEANUT BUTTER HOT CHOCOLATE	
~NUTELLA HOT CHOCOLATE	
~COOKIES & CREAM HOT CHOCOLATE	
~SEASONAL HOT CHOCOLATE	
CHOCOLATE BASED CHAI TEA	\$4.25
~Cran-Raspberry Regular & Decaf Sugar Free	
~French Vanilla-Regular & Decaf	
~Pumpkin Pie Regular	

Espresso Drinks

SINGLE ESPRESSO	\$1.75
DOUBLE ESPRESSO	\$3.50
AMERICANO	\$3.50
CAPPUCCINO OR LATTE	\$3.75
ICED LATTE	\$4.25
LATTES - MOCHA, VANILLA, RASPBERRY, CARAMEL, OR BUTTERSCOTCH	\$4.25
RASPBERRY MOCHA LATTE	\$4.50
ULTIMATE MOCHA LATTE	\$5.00
Rich dark chocolate, espresso and caramel finished with whipped cream and a drizzle of caramel sauce	
BUTTERSCOTCH DREAM LATTE	\$5.00
Butterscotch, caramel and espresso finished with whipped cream and a drizzle of caramel sauce	
NUTELLA or BISCOFF LATTE	\$5.25
Espresso & steamed milk with Nutella or Biscoff	
AFFOGATO	\$5.75
A scoop of vanilla bean gelato topped with espresso	
SOY or ALMOND MILK	50¢

Hot Tea

TEA FORTÉ

RASPBERRY NECTAR	Herbal, No Caffeine	\$4.25
WHITE GINGER PEAR	White Tea, Lower Caffeine	\$4.25
MOROCCAN MINT	Green Tea, Some Caffeine	\$4.25
ORCHID VANILLA	Black Tea, Caffeine	\$4.25
TEA OVER ICE	Raspberry Nectar	\$5.95

For Rentals Only

CHAMPAGNE PUNCH	\$40.00
served in Champagne flutes with a strawberry slice 20-25 servings	
NON-ALCOHOLIC PUNCH	\$25.00
served in Champagne flutes with a strawberry slice 20-25 servings	
AIRPOT OF COFFEE	\$30.00
approx. 60 oz of regular coffee, cream & sugar	

Lounge Treats

CHOCOLATE FONDUE FOR 2	\$22.00
served with fruit, sweet treats or combination of both	
EXTRA PLATE OF FONDUE DIPPING TREATS	\$1.50 ea.
SHEA CHEESE AUX DEUX	\$20.00
Selection of domestic and imported cheese, crackers, fruit and Ficoco spread	
GOURMET CUPCAKES	\$5.00
MACARONS	\$2.00
CHOCOLATE DIPPED STRAWBERRIES	\$5.00
Friday, Saturday or Sunday OR Special Order	
PRINCESS TEA FOR TWO	\$17.00
Hot chocolate served in a miniature tea set. Two bon bons of your choice. Tiaras included.	
ASSORTED ARTISAN GELATO	\$4.25
CHOCOLATE DIPPING FOR WINE BOTTLE	\$35.00

Cold Drinks

ICED COFFEE	\$4.00
FROZEN HOT CHOCOLATE	\$4.25
FROZEN HOT WHITE CHOCOLATE	\$4.25
FROZEN RED VELVET	\$4.25
BLENDED ICED COFFEE: Caramel or Mocha (prepared with Toddy Cold Brew coffee or milk)	\$4.25
BLENDED ICED CHAI	\$4.25
Cran-Raspberry, French Vanilla, Pumpkin Pie	
FRESH FRUIT SMOOTHIE	\$4.25
Triple Berry OR Tropical	
BOTTLED WATER	\$2.00
COKE OR DIET COKE	\$1.50
IBC ROOT BEER, 12 oz	\$1.50

Bar Drinks

See our separate menu for
our fabulous selection of
wine, martinis and
craft beer

Bon Bons

Choose from an extensive
collection of our artisan
chocolates! Enjoy by the
piece or in a signature box.
By the Piece: \$2.05
Boxes: starting at \$15