

Elijah's Group Reservation Policies for In-House Functions

- 1) A credit card number is required as a conformation for all parties of 20 or more. In the event of a cancellation 48 hours notice is needed or a fee of \$100 will be charged to the credit card we have on file.
- 2) Payment is due in full at the end of the function. We accept all major credit cards and cash. No personal checks accepted; Corporate and certified checks only.
- 3) To reserve the "lounge", our semi-private dining area, for a private party (Holds up to 50 people):
Lunch functions must total a **minimum*** of \$500 in sales or be assessed a \$100 room fee.
Dinner functions must total a **minimum*** of \$1500 or be assessed a \$300 room fee.
***Minimum** does not include tax or gratuity
- 4) Reservations under 25 people are welcome to order off the menu.
Reservations of 25 people or more are required to select 4 to 5 entrees. The Entrees will be placed on a modified menu. (This is helpful for the budget conscious guests and to expedite the time in which your party receives their entrees)
Reservations can be made for up to 75 people, anything over that will be considered a "Buy-Out". Please refer to our Buy-Out Policy Page.
- 5) Unless booking a "Buy-Out" (see our Buy-Out Policy Page) for the entire dining room, amplified audio/stereo equipment is not allowed. Slide shows, PowerPoint presentations, etc. are acceptable (Elijahs does not provide any equipment).
- 6) Smoking is not allowed anywhere in the facility. We are a non smoking establishment.
- 7) **Reservations are made for the dining room only.** We do not make reservations for outside at all.
For outside reservations please contact the **Cape Fear River Deck: 910.763.1703** or **The Pilot House: 910.343.0200**
- 8) For wines not bought in house a \$10 corkage fee will be assessed per bottle.
- 9) Table arrangements are "as is" any additional decorations (place cards, flowers, streamers, etc.) are welcome at guest's expense.
- 10) No Food from outside Elijahs is allowed, the only exception is that of Groom's cakes, wedding cakes, or other outside deserts that are approved by the Event Coordinator and/or the Manager on duty. The desserts will be portioned and served by our staff at no additional cost.
- 11) **A final head count must be made no later than 48 hours before the event.** A cushion of +/- 5% will be allowed from the final booking number. Otherwise you will be charged a fee of \$8 +tax +tip for each unaccounted for guest.

Buy-Out Policies

(Often utilized for Weddings, Receptions, or Large Private Parties)

Buy-Outs are for when the entire restaurant is reserved or the entire main dining room is reserved.

Buy-Outs are not required for parties of 75 or more people, but they are available to anyone.

Buy-Out "minimums" are all-inclusive of food and beverage; it does **not** include tax or gratuity. It also includes the tables, chairs, white linens, glassware, silverware, and all plates.

Buy-Outs require full payment 5 days prior to the event. A full refund is possible if cancellation is made 10 days prior to event.

The minimum is based on the date and the time of the event.

For information on availability or price, Please contact Ashley Gunter, Event Coordinator at 910.34.3144x8