



Ph: 604.681.4144

email: info@provencevancouver.com

fax: 604.692.0720

Name of Group: _____ Number of Guests: _____

Date of Event: _____ Time of Event: _____

Menu Selection: _____

Name of Organizer: _____ Phone: _____ Fax: _____

Email Address: _____

Mailing Address: _____

50% Deposit \$ _____

Credit Card # _____ Expiry Date: _____ CVV2# _____

Date Booked: _____ Signature: _____

Booking Manager: _____

Notes:

Special Requests:

Reservation Confirmation

To confirm your reservation please fill out the party planning form above and return it to us by fax or mail within 7 days of making your tentative reservation. If the completed form is not returned to us in that time period we may consider the space open to offer to other clients. Upon confirmation of your reservation we will require a 50% deposit.

Large Groups

We ask that you confirm the numbers in your party 24 hours prior to the event. Billing will be based on the confirmed number of guests. 18% gratuity will be added to the bill.

Private Dining

Reservations that require the exclusive use of our semi-private "Room with a View" or the entire restaurant will usually be subject to a minimum spend. All applicable taxes and 18% gratuity will be added to the bill.

Cancellations and Changes

If you need to cancel your reservation or make changes to the date we ask you to notify us at the earliest possible time. Cancellations made within 48 hours of the planned event will be subject to 50% of the agreed cost. Changes of date may be subject to a change of the agreed upon minimum.