



# Terms and Conditions

## THE SPACE

Esmeralda is a charming, intimate private room located upstairs at Radio Mexico. The room is ideal for 10 to 20 guests, and we offer a choice of two set menus. We can also craft a custom menu to your requirements.

## SET MENUS

We offer two set menus - \$50 and \$70/head. Customizations to the set menu possible by arrangement.

We can also cater for most dietary requirements, *STRICTLY BY PRIOR ARRANGMENT*. We do not guarantee being able to accommodate dietary requirements if informed on the night.

## FOOD COST

The minimum group size for our private dining room is 10 guests, charged at the selected per head rate for you set menu.

## BEVERAGE

On Friday, Saturday and Sunday, a minimum spend on beverage of \$450 applies to all bookings in our private dining room. *All November and December bookings attract a minimum spend on beverage of \$450.*

Beverage is charged on consumption at menu prices – we do not offer drinks packages, unless by prior arrangement.

Margarita Jugs are available for our private dining guests at \$75 per jug. If you would like your guests to be offered a margarita on arrival let us know so that we can have them prepared in advance.

Guests are asked to select one red wine, one white wine, a bubbles, a rose and three types of beer for your guests. We will recommend a standard offering however you are welcome to change our standard pours with advance notice.

## DEPOSIT REQUIRED and CANCELLATION POLICY

We will require a \$200 deposit for all large group bookings. The deposit will be deducted from your final bill.

In the event of a cancellation, your deposit is fully refundable if the cancellation is received in writing at least 14 days prior to your booking. After that time, the deposit will be retained by Radio Mexico.

**Please note that NOVEMBER and DECEMBER bookings require 30 days notice of cancellation in order for your deposit to be refunded.**

## PAYING YOUR BILL

One bill will be issued to your group. Bills will not be split without prior arrangement. We suggest you ask your guests to bring cash to facilitate easy administration of your itemized bill amongst your group where necessary.

Please note that any functions falling on a Sunday or Public Holiday will attract an additional 10% surcharge.

## FOOD SERVICE and ARRIVAL TIME

Food service will begin approximately 30 minutes after booking time. As the set menu is in a sharing format, it is important that all guests arrive punctually.

## SPECIAL CONDITIONS

The intended number of guests will be confirmed 3 days prior to your event. If all guests do not attend, you will be charged for the confirmed number of guests (as they have already been catered for). Additional guests will be charged at the per head rate.

*All care is taken when guests have specified that they have a food allergy. However, we cannot guarantee that cross contamination will not occur, given the nature of our kitchen set up. Guests with serious food allergies are therefore asked to carry an EpiPen when dining at Radio Mexico.*

## BRING A CAKE!

We are happy for you to bring a cake to celebrate your occasion. Note that a \$2.50 cakeage per guest will apply.