

# *La Bella Party and Tea*

## Tea Party Room

The La Bella Tea Party Room is a dainty and unique party venue for adult tea parties, birthday parties and shower celebrations. The privacy of our tea room invites your guests to experience the charming tradition of pausing for afternoon tea with family & friends. As you celebrate together you will enjoy lovely music, sweets & savory delights based upon the items you have selected to customize your event. When you choose to host your celebration in the Tea Party Room we happily coordinate all of the details so that you may enjoy the celebration with all of your guests. The best part is, there is absolutely no hassle of setting up or cleaning up the venue!

**Parties:** 2 ½ hour party: \*10:30 am to 1 pm, \*2:30 pm to 5:00 pm, or \*6:30pm to 9:00pm

### **Select your Tea Party Package from the following options:**

#### **\*Adult Classy Tea\***

Selection of Hot Teas, Old-Fashioned Lemonade -OR- Iced Sweet Tea

Sweets Course: selection of tea cookies and pastry bites

\$12 per person

*-OR-*

#### **\*Adult Savory & Sassy Tea\***

Selection of Hot Teas, Old-Fashioned Lemonade -OR- Iced Sweet Tea

Savories: selection of 3 savory tea sandwiches – tuna, chicken, egg & ham salads

Sweets Course: selection of tea cookies, cupcakes and pastries

\$16 per person

### **Price per package includes:**

All Food and Beverages specified per Tea Party Package

Buffet Display

Elegant Serving Platters

Event Setup/Cleanup

Fresh Seasonal Flowers

Hot Tea Service Only

Tables, Chairs, White Lace Table Linens, Vintage China, and Silverware

Tea Party Music

Tea Party Room Rental

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## **Additional Information:**

Party Cancellations: 2 Week Minimum

There is a \$75 non-refundable deposit to hold the selected party date & time. The deposit will be applied to the party balance and only becomes non-refundable if the party is cancelled within the 2 weeks prior to the party date.

Minimum guest count per party is 8 adults.

\*\*The Minimum guest count is applied per party even if the actual guest count is less than 8 adults.

Maximum guest count per party is 28 adults, which is based on the Tea Party Room's maximum guest occupancy level.

\*\*Because we are a party venue, and not a restaurant, the confirmed guest count specified on the party contract is the amount of guests that we will prepare for and will be the # of guests charged for, even if fewer attend. The balance amount for the party is due 7 days prior to the event.

\*If there are guests that do not attend, any food that is leftover may be taken home by party hostess. If the drink choice is lemonade or peach tea, any leftover may also be brought home if party hostess brings a pitcher or container.

~If you would like to only rent the Tea Party Room with no food or beverage service, the cost is \$125.00.

## **Parking**

For your Tea Party you will have access to parking in our rear parking lot. There is 1 reserved parking space for the guests of honor located on the side of the building under the covered car port.

## **Party Décor/Balloons/Furniture**

All of the Tea Party's Room décor is included in the price of the event and cannot be modified in any way. Additional party décor must be approved prior to the date of the event. Balloons are permitted with no prior approval. The Tea Party Room's furniture is included in the price of the event and cannot be modified or moved in any way.

## **Food Allergies & Dietary Restrictions**

The party hostess is responsible to communicate any & all food allergies prior to the signing of the party contract so that we may prepare to care for those guests with specific food allergy needs or dietary restrictions. If there are no allergies specified prior to this time & detailed in the contract, we will not have allergy-specific options ready for the party. In the event that a guest arrives with a food allergy or dietary restriction it will be the responsibility of the party hostess to obtain the appropriate party food for the guest.

## **Late Fee**

The party hostess is responsible for communicating to her guests that the party has ended once the party duration is complete. 15 minutes is allotted after the party end time to allow all guests to exit the tea party room. An additional 30 minutes may be added to the party for a fee of \$30.

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## **Entertainment**

Any outside entertainment must first be approved by La Bella Party and Tea prior to the signing of the event contract.

## **Additional Food**

Outside food and/or beverages are allowed at the party but must be handled by the party hostess.

\*\*Only non-alcoholic beverages are permitted on the La Bella Party and Tea premises.

\*\*La Bella Party and Tea is a NO smoking facility.

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To reserve your party date & time, or to make an appointment to see the Tea Party Room please contact us at:

La Bella Party and Tea  
4343 Armour Road  
Columbus, GA 31904  
706.927.5437  
labellateaparty@gmail.com  
www.labellapartyandtea.com  
www.facebook.com/LaBellaPartyandTea

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Party Date \_\_\_\_\_

Party Time \_\_\_\_\_

Party Hostess Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

Number of attendees \_\_\_\_\_

√ I have read and I understand all the terms and conditions described and listed above.

Signature \_\_\_\_\_ Date \_\_\_\_\_