



THE PINNACLE  
HOTEL AND SUITES

20188039

### ROOM BANQUET CONTRACT

Date of Issue : AUGUST 24, 2018  
 Tel. No/Fax No. : 0927-921-9782  
 Contact Person/Title : MR. KELVIN RUALO  
 Company : PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES  
 Address : APACIBLE HALL, DEPARTMENT OF AGRICULTURE COMPOUND, ELIPTICAL ROAD, DILIMAN, QUEZON CITY  
 Date of Function : AUGUST 28-31, 2018  
 Type of Function : WORKSHOP  
 Set-Up : CLASSROOM SET UP  
 Color Motif : BLUE  
 Signage : DEPARTMENT OF AGRICULTURE  
 Number of Pax : 100 PAX

**TOTAL ROOM AND BANQUET ARRANGEMENT: P 634, 000.00**

**LIVE IN PACKAGE**

1, 800.00 * 30 PAX * 4 DAYS * 3 NIGHTS	P 216, 000.00
1, 800.00 * 70 PAX * 3 DAYS * 2 NIGHTS	P 378, 000.00
400.00 * 100 PAX	P 40, 000.00

Date : AUGUST 28-31, 2018  
 Function room : GARNET FUNCTION ROOM  
 Time : 8:00AM – 8:00PM

MENU

MENU TO FOLLOW

**INCLUSIONS:**

- Use of function room for 12 hours. In excess P 3, 000.00/hour applies.
- Sound System with 3 microphones
- Whiteboard with whiteboard markers
- Widescreen
- Rostrum/Podium
- Directional signage
- Free flowing coffee

Sales Department  
 Local 223-224,500, 1076  
[sales@thepinnaclehotel.com](mailto:sales@thepinnaclehotel.com)

Tel nos. (63) 82 300-5885  
 Locals 221-3025  
 Telefax (63) 82 300-1881

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**ADDITIONAL CHARGES:**

<b>HANDLING FEE:</b>	Lechon	:	P 500.00/pc
	Roasted Calf	:	P3,000.00/pc
	One whole tuna	:	P2,000.00/pc
	Lamb	:	P1,000.00/pc

Above rates are net and includes the service of a carver, condiments such as lemon, Kikkoman sauce, and wasabi. We also provide disposable chopsticks for the sashimi.

<b>CORKAGE FEES:</b>	Champagne	:	P1,000.00/750ml bottle
	Wine	:	P 250.00/bottle
	Liquor	:	P 1.00/ 1 ml

**BILLING ARRANGEMENT:**

- Only pre-arranged package for 100 PAX will be settled **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES**.
- Only the following: banquet arrangement and the room arrangements shall be charged to by **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES**.
- Additional orders of food & drinks shall be charged to the participants' personal account payable upon order unless authorized and countersigned by the authorized signatories of the group.

**DEPOSITS AND PAYMENTS:**

- **MODE OF PAYMENT: SEND BILL.**
- **PAYMENT** should be processed immediately **NOT MORE THAN 15 WORKING DAYS.**
- **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES** agrees to assume responsibility for any unsettled incidental charges incurred by its participants while at The Pinnacle Hotel and Suites to be fully settled prior to departure.

**AUTHORIZED SIGNATORIES:**

Please advise the names of the authorized signatories & affix specimen signature on the space provided:

Name/Designation

Signature

**MS. SARAH GUTIERREZ-CAYONA**  
*Executive Director, PCAF*

**TERMS & CONDITIONS**

**BANQUET**

- The **CLIENT** shall pay in accordance with the number of persons finally contracted notwithstanding under attendance or in case of non-appearance of the engager or guest.
- In case of suit against the **CLIENT** by the Hotel to enforce a collection of unpaid account twenty-five percent (25%) of the unpaid amount shall be added for attorney's fees and cost of collection, whether actually incurred or not.

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...LLATION CLAUSE  
on Signing of contract  
Within 7 days prior to the event  
Within 2 days prior to the event

30% of the total amount will be levied.  
50 % of the total cost will be levied.  
100 % of the total cost will be levied.

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3) LAST MINUTE CHANGES

- The Pinnacle Hotel and Suites will require at least **72 HOURS NOTICE** prior to service in the increase of guaranteed covers.
- For any last minute changes, please inform the Hotel at least 48 hours before the event in order for us to provide your necessary requirements. The Hotel will not be held liable for unsatisfactory delivery of service for changes made on the day itself.

4) TAXES AND SERVICE CHARGE

- The Hotel reserves the right to adjust rates agreed within the contract period in the event of tax alterations by the government, and service charge amendments.

5.) CONFIDENTIALITY

- All rates quoted in this contract are confidential and may not be published in print or electronic media without the written permission of the Hotel. This contract may not be assigned in part or full to third parties or tour programmed other than, those specified within.

6.) FORCE MAJEURE

- The Hotel will not be held liable for services not rendered due to military and civil disorders, natural calamities and acts of God beyond the control of the Hotel. However, deposits and any form of payment made can be applied to future bookings.

7.) LITIGATION

- In case of litigation, the parties hereto agree that the same shall be exclusively filed and prosecuted before a court of competent jurisdiction in the city of Davao, Philippines.

This contract will not be valid unless it is acknowledged with your acceptance of rates, terms and conditions stipulated from the date of issue.

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*[Signature]*  
**MS. SARAH GUTIERREZ-CAYONA**  
*Executive Director, PCAF*

Prepared by: **SHEENA MARIE T. MAIZ**  
*Sales Account Executive*

Noted by: **MA. DELIA A. SABORDO**  
*Sales Manager*

Checked by: **MARIBEL A. BACHARPA**  
*Finance Controller*

Approved by: **EDUARDO B. GOMEZ**  
*General Manager*

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