

## EVENT POLICIES

### RESERVATIONS

We take group reservations for parties of 10 or more. Your reservation will be secured with a confirmation email for groups of 20 or less, and with a signed event contract for groups larger than 20.

### DEPOSITS AND CANCELLATIONS

Tobacco Road Sports Cafe does not charge rental fees for the use of our private rooms and spaces; however, we do set a food and beverage minimum that your group will be required to meet during your event. The food and beverage minimum is based on the specific needs of your party (space, date, time, number of guests, etc.). Any adjustment to your reservation that may affect your food and beverage minimum must be communicated to the banquet manager within 72 hours of your reservation. The food and beverage minimum cannot be met through the purchase of merchandise or gift cards and does not include tax and gratuity.

### GRATUITY

Food and beverage selections are subject to a 20% gratuity plus applicable state sales tax. Gratuity will be based upon the food and beverage minimum or the actual food and beverage charges, whichever is higher.

### GUARANTEES

A guaranteed guest count must be received within 72 hours prior to your reservation, as a significant increase or decrease may affect your food and beverage minimum. You will be billed the guaranteed number or actual number of guests in attendance, whichever is greater.

### EVENT MENUS & CATERED ORDERS

All catered orders or modified menus must be received one week prior to a scheduled reservation. In special cases, catered events will be accepted with less than a week before the desired event date based on availability. Any changes or additions to an existing order or menu must be communicated to an event manager at least 72 hours prior to an event.

### PAYMENT

Payment (cash or credit) is due upon conclusion of the event, unless alternative billing arrangements have been made in advance. Failure to provide payment will result in the full event charges being applied to the credit card that was used to secure the reservation with a deposit.

## FINISHING TOUCHES

### AUDIO VISUAL

We offer a tremendous amount of audiovisual options available at no extra charge, based on the capabilities of your selected event space. If you will be taking advantage of our audiovisual options for your event, we recommend making sure that your devices are compatible with our equipment prior to the event.

### ENTERTAINMENT

When the space and event timing allows, we can coordinate a live band through a local entertainment booking company. Inquire today to discuss potential entertainment options and pricing.

### PARKING

We are conveniently located adjacent to a large parking garage, in addition to ample parking options within close walking distance.

### CUSTOM MENUS

Add a personal touch with a menu featuring a custom title, printed on high-quality paper, placed at each setting and listing the evening's selection. No additional charge.

### FLORAL CENTERPIECES

We can arrange for the added elegance of centerpieces to adorn the tables of your party. Ask for our standard list of arrangements ordered through a top local florist or we can help you create a custom look.

### FORMAL LINENS

Decorate your table with formal linens for a more personal or custom look to match your event theme. We provide complimentary black linens, but please ask your banquet manager if you have specific color or style requests.

### EVENT EQUIPMENT

Should your party require additional equipment (tables, chairs, tents, etc.) for your event, please inform us within 7 days of your event and we can arrange for equipment rentals through a local supplier.

### CAKES

For cakes brought into the restaurant from an outside bakery we charge \$10 as a cutting fee.

### DIETARY REQUESTS

We are always able to accommodate special dietary needs; please let us know about allergies or dietary restrictions as soon as possible.



**CHAPEL HILL**  
PRIVATE DINING & EVENTS

# WELCOME!

Thank you for considering Tobacco Road Sports Café for your next private party or event. We offer a comfortable atmosphere, amazing food and unmatched event support for functions with 10-500 guests.

We commonly host events such as holiday parties, board meetings, retirement parties, baby showers, wedding and rehearsal dinners, cocktail parties and personal or company celebrations of all kinds.

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## THE EXECUTIVE DINING ROOM

This 345 square foot room provides a comfortable and unique dining experience, with views of the main restaurant, but the ability to provide an intimate and private event. This room is best suited for seated dinner parties. The space also offers a private entrance.

**CAPACITY:** 30 people seated, 30 people cocktail-style

**AUDIO VISUAL:** Six flat screen HDTVs, all of which can be connected to a computer using an HDMI cable (standard HDMI cables provided if requested in advance).

### READY TO BOOK?

Phone: (919) 995-4384  
chapelhill@tobaccoroadsportscafe.com  
www.tobaccoroadsportscafe.com

## THE EAST 54 ROOM

This 360 square foot room provides a comfortable and unique dining experience, with views of the main bar area, but the ability to provide an intimate and private event. This room is suitable for both cocktail events and seated dinner parties. The space has a private entrance to the front patio, which is heated in the winter and has misters installed for the warmer months.

**CAPACITY:** 25 people seated, 50 people cocktail-style

**AUDIO VISUAL:** Three flat screen HDTVs, all of which can be connected to a computer using an HDMI cable (standard HDMI cables provided if requested in advance).

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## THE SKY BOX

This 270 square foot room is perfect for your next private event, with a large, removable interior window space, overlooking the dining room—ensuring an open and yet completely private atmosphere for your guests.

**CAPACITY:** 15 people seated and up to 30 cocktail-style

**AUDIO VISUAL:** Two flat screen HDTVs, both of which can be connected to a computer using an HDMI cable (standard HDMI cables provided if requested in advance).

## THE CITY VIEW ROOM

This 820 square foot room is ideal for your next private event, with three garage doors, opening up to a patio space overlooking the bustling main thoroughfare into campus. The space offers a private bar and is perfect for either a seated event or a cocktail affair.

**CAPACITY:** 40 people seated and up to 80 people cocktail-style

**AUDIO VISUAL:** Six flat screen HDTVs, all of which can be connected to a computer using an HDMI cable (standard HDMI cables provided if requested in advance).

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## FOR YOUR CONVENIENCE

### UNC CHAPEL HILL

Tobacco Road is conveniently located less than a mile from campus as well as the beautiful downtown Chapel Hill area.

### HOTELS

We are located directly adjacent to Aloft Chapel Hill hotel. Call (919) 932-7772 for reservations or visit them online at <http://www.aloftchapelhill.com/>.

### TRANSPORTATION

We recommend Chapel Hill Taxi & Shuttle. (919) 933-9595 or book online at <http://www.chapelhilltaxi.com/index-3.html>.