

BANQUET ROOM

CONFIRMATION FORM

AMERICANA
1312 Locust St. • Des Moines, IA 50309
P: 515.283.1312
F: 515.243.1397
www.americanadsm.com
events.manager@americanadsm.com



Please return this form via fax, 515.243.1397 or email, eventsmanager@americanadsm.com to secure reservation.

NAME OF PARTY _____
DATE OF RESERVATION _____
ARRIVAL TIME _____
ESTIMATED DEPARTURE TIME _____
GUARANTEED NUMBER OF GUESTS** _____
HOST _____
CONTACT PERSON _____
PHONE _____
EMAIL _____

BANQUET ROOM MINIMUMS

23-60 Guests*

All food and drinks purchased count toward minimum spend before tax and gratuity.

SUNDAY-THURSDAY - \$1000
FRIDAY - \$1800
SATURDAY - \$1800

TOTAL CHARGES

*TOTAL CHARGES will consist of the chosen package + bar tab + 20% service charge + 7% sales tax. All charges will be presented on one check unless otherwise specified by host.

**Exact number of guests must be provided at least 36 hours in advance of party or you will be charged for the guaranteed number of guests provided above.

EXTRA Check all that apply.

AV EQUIPMENT - NO FEE

Includes 96" projector and screen, DVD player, audio speakers, and wireless microphone

**Video format must be provided on a DVD, USB drive, or emailed in advance.*

CAKE SERVICE (\$1/person)