

Thank you for inquiring about Ely's private dining. Our Private Room will accommodate up to 24 people and offers the same great menu as our main dining room. There is no rental fee. However, there is a food and beverage sales minimum that must be agreed upon to reserve the room for a private function. A deposit will be required to hold the room. Once the deposit and contract have been completed, signed, and received by Ely's, the room will be held for your exclusive use for the evening.

**Food & Beverage Guarantee Minimums:**

Monday–Thursday night

- Private Room—\$900 Sales Minimum (\$200 Deposit)
- Entire Restaurant— \$6500 Sales minimum (\$1000 Deposit)
- Private Room December—\$1350 Sales Minimum (\$300 Deposit)
- Entire Restaurant December— \$7500 Sales minimum (\$1000 Deposit)

Friday–Saturday night

- Private Room—\$1400 Sales Minimum (\$300 Deposit)
- Entire Restaurant— \$7500 Sales minimum (\$1000 Deposit)
- Private Room December—\$1600 Sales Minimum (\$300 Deposit)
- Entire Restaurant December— \$8500 Sales minimum (\$1000 Deposit)

Monday-Saturday Lunch

- \$1200 Sales Minimum (\$200 deposit)
- Please note: Ely's offers evening menu items only for lunches*

***All Deposits are date specific and non-transferrable. All minimums exclude 8% tax and 20% gratuity. In order to provide you with the quality and service you expect at Ely's, we strongly recommend a set menu for parties of 15 or more. Ely's does not offer multiple checks for private and multi-room parties.***

**Please return your signed and completed contract to:**

Ely's Restaurant & Bar  
115 West Jackson Street, Suite 2E  
Ridgeland, MS 39157  
Or email to: [reservations@elysrestaurant.com](mailto:reservations@elysrestaurant.com)

If you have any questions, please call Richard or Chris at (601)605-6359.

Name \_\_\_\_\_ Company \_\_\_\_\_  
Signature \_\_\_\_\_ Date of event \_\_\_\_\_  
Arrival Time \_\_\_\_\_ Time Seated \_\_\_\_\_  
Phone # \_\_\_\_\_ Number of guests \_\_\_\_\_  
Credit card # \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_ CVV Code \_\_\_\_\_  
Credit Card Billing Address \_\_\_\_\_

\*\*You may call in or run by your cc# if you prefer.

**The deposit will be charged to the credit card above unless prior arrangements have been made.  
All reserved dates must be held by a deposit.**

**Cancellation policy:**

- \* **January-November:** Cancellation notice (14) days prior to this event will be accepted with no charge. Thereafter, the full deposit will be forfeited.
- \* **December:** Cancellation notice one calendar month prior to this event will be accepted with no charge. Thereafter, the full deposit will be forfeited.

**Food & beverage minimum policy:**

\* In the event that the food & beverage minimum is not met, any requests for food to be taken are at the sole discretion of Ely's. No gift certificates/Ely's credit will be issued as part of the minimum under any circumstances.