



# **Metropolitan Kitchen and Lounge Party Questionnaire**

We thank you for your interest in Metropolitan as a possible venue for your upcoming party. In order to better serve you please take a few minutes to answer these questions about your party:

What is the date and time of your proposed event? \_\_\_/\_\_\_/\_\_\_\_\_ From \_\_\_ to \_\_\_

How many guests do you expect to have in attendance \_\_\_\_\_

Which floor(s) are you interested in renting?    Second Floor            Rooftop            Both

Will you be requiring our house-PA system?    Yes            No

Do you plan on bringing a band or DJ (additional fees will apply)    Band            DJ            Neither

Are you planning on serving food?            Yes            No  
If yes; appetizers, or entrees?            Apps            Entrees  
If appetizers, would you like:            buffet            passed (additional fees may apply)  
If entrees, would you like:    2-course            3-course            4-course            Buffet

Will you be requiring use of our projector and/or projection screen? Projector            Screen            Both

Do you plan on bringing an ipod to play music?            Yes            No

When will the party organizers start to arrive? \_\_\_\_\_

For many events we have welcoming signs and/or menus. What would you like these to read?  
Metropolitan Welcomes/Congratulates \_\_\_\_\_

Included in the rental fee are black linens, and candles for tables and the bar. Guests are welcome to bring decorations to be hung/displayed before-hand. Unfortunately we do not allow any glitter or confetti.

Please refer all questions and inquiries to General Manager, Tom Hanna at tmhanna1@gmail.com