

# WILF'S RESERVATION POLICIES

All reservations are subject to availability. Reservations are not accepted during Trivia on Wednesday or during any other special events hosted in Wilfs. Reservations are accepted on a first come, first serve basis.

### 1-15 Guests

Groups of 1-15 guests may book their reservation online at <u>https://www.yourstudentsunion.ca/wilfs</u> by clicking on the waitlistme icon. You will be required to provide your name and contact telephone number when booking.

#### 15-25 Guests

Groups of 15-25 must email us at <u>Wilfs@wlu.ca</u> to book. We require at least 48 hours notice to book. You will receive a confirmation email once your reservation has been approved. An automatic 18% gratuity will be applied to all food and beverage purchases

#### 25-50 Guests

Groups between 25-50 people must email <u>Wilfs@wlu.ca</u> to book. We require at least 48 hours notice to book. You will receive a confirmation email once your reservation has been approved. An automatic 18% gratuity will be applied to all food and beverage purchases.

#### **Pre-Ordering**

We accept pre-orders for groups of 20+. You must provide your meal orders 48 hours in advance of your reservation. We require a credit card number to be placed on file for all pre-orders. Your card will not be charged unless there are unclaimed meals, for instance one of your group members decides not to attend but their meal has already been prepared. Pre-ordered meals can be paid for by individual attendees or by the organizer on the day of the reservation.

#### Menus for Groups of 25+

When booking for a group of 25+ you may choose to order from the regular Wilf's menu or from our catering options. Catering options are served buffet style and are subject to limitations.

## Hosting an Event at Wilf's

Looking to host an event at Wilfs? Here's what you need to know:

- 1. Events must be booked by emailing us at <u>Wilfs@wlu.ca.</u> We require a minimum 10 business days notice for any events.
- 2. Event capacity is limited to 50 guests
- 3. Wilf's will provide you with access to our stage area as well as the seating directly in front of the stage in our bar area. Approximately 35 seats and rest is standing room.
- 4. Event bookings are based on availability and will not be booked on night where established programming is planned
- 5. Events may take place from 8PM until 11PM
- 6. There is a minimum spend of \$750 to host an event in Wilfs. This amount can be used towards the purchase of food and beverage for your attendees. We require a credit card be placed on file to hold your event reservation
- 7. An 18% gratuity will be automatically applied to the final bill
- 8. No cover charge can be imposed, and Wilf's will remain open to our regular guests
- 9. You may not directly solicit donations from diners in Wilfs
- 10. Events that Wilfs is willing to host include but are not limited to;
  - a. Trivia nights
  - b. Open Mics
  - c. Talent Shows
  - d. Cabarets
  - e. Karaoke
  - f. Paint n' Sips