

# POTPOURRI

## Private Dining Room Information

*The Ellsworth family is delighted that you have chosen The Potpourri House for your special occasion! We have served Tyler and East Texas for over 30 years and have been featured in Southern Living, Texas Monthly and the Dallas Morning News Travel Section.*

**Small Private Dining Room** - for parties up to 16.

No minimum food charge, **no room charge.**

Reservations recommended, contract not required.

**Private Dining Room (#1 or #2)** - for parties up to 52.\*\*

**No charge for use of room** for first two (2) hours

Minimum food charge: \$200\* (December - \$300\*)

Reservation deposit: \$50 (December evenings - \$100)

Deposit is refundable with 60-day written cancellation.

**Large Private Dining Room (#1 & #2 combined)** - for parties up to 110.

**No charge for use of room** for first two (2) hours

Minimum food charge: \$500\* (December evenings - \$700\*)

Reservation deposit: \$100 (December evenings - \$200)

Deposit is refundable with 60-day written cancellation.

**Main Dining Room** - available Mon, Tue or Wed evenings for parties up to 170.

Call for more details.

\* *Does not include tax & gratuity.*

\*\**If you require a "U"-shaped table, please note that Private Dining Room #1 or #2 will accommodate a maximum of 30 people.*

**Guest Guarantee:** The final number of guests guaranteed must be confirmed at least 10 days prior to the event with a signed contract. This number may be increased up to 72 hours before the event.

We are prepared to serve up to 10% additional guests for flexibility in your guest count. The final bill will be based on the number of guests guaranteed or the actual number of guests served, whichever is greater.

**Additional Time Needed:** You will have use of the room for two (2) hours at no charge, beginning at time of reservation. This includes decorating/set-up time you may need before your guests arrive.

After first two (2) free hours a Room Use Charge of \$50/hour (for one Private Dining Room) or \$100/hour (for both Private Dining Rooms combined) will apply.

For more information, contact our Event Coordinator

[potpourriparty@suddenlinkmail.com](mailto:potpourriparty@suddenlinkmail.com)

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