

## Private Event/Banquet Information

Thanks for considering Los Vaqueros for your next banquet or group event. We have several wonderful indoor and outdoor options for you. Our options and fees are outlined here. We are happy to discuss any special requests you may have.

For information on holding your next event at Los Vaqueros – Stockyards, please contact us at **817-624-1511**.

*And ask about our special rates for schools, churches and non-profits.*

### Facilities

#### South Wing Banquet Room

Room fee	<b>\$500</b>
Minimum number of guests to book this space	<b>65 Guests</b>
Maximum guests this space holds	<b>120 Guests</b>
Bar set-up fee	<b>\$250</b>
Banquet Deposit* ( <i>Room Fee</i> )	<b>\$500</b>

#### Fiesta Room

Room fee	<b>\$250</b>
Minimum number of guests to book this space	<b>25 Guests</b>
Maximum guests this space holds	<b>50 Guests</b>
Banquet Deposit* ( <i>Room Fee</i> )	<b>\$250</b>

*\* Cancellations due to extenuating circumstances will be reimbursed 50% of the deposit paid, provided at least a 30-day notice is given. Deposits are non-refundable and are required to secure a specific date.*

## Private Event/Banquet Information

**Linens:** Included in your rental fee, linens, chargers, set up and clean up, with arranged time to decorate.

**Set Up Fees & Special Provisions:** Set up fees are subject to change at any time at the discretion of management depending on the season, day of the week, special arrangements or final guest count. Management will notify customer of any changes prior to the event.

**Tax Exempt Status:** If your group is tax exempt, a copy of your exemption is required prior to your event.

**Decorating Policy:** Decorations may not be **permanently** affixed to the physical structure of the building and must be removed the date of your event. Museum putty may be used to affix items based on manager's approval. Glitter and confetti are prohibited. All events are guaranteed at least one hour of decorating time prior to the event, and additional time to decorate based upon availability and manager's discretion.

**Food & Beverage:** All food and beverage must be purchased from Los Vaqueros. No food or beverage may be brought in or removed from the premises, with the exception of wedding and birthday cakes, specialty candies, wedding favors, etc. Fruit trays and/or charcuterie are not allowed unless purchased by Los Vaqueros, no outside vendors allowed.

**Liability:** Los Vaqueros does not assume any responsibility for loss or damage to personal property.

**Liquor Policies:** Texas State Law forbids guests under 21 years of age from consuming alcoholic beverages. Guests who are known or thought to be intoxicated will not be served alcohol. Texas State Law prohibits alcoholic beverages from being brought into or taken off the premises.

**Valet Parking Service:** Valet parking service is required for private events and large groups.

**Payment:** Full payment is required online at least 24 hours prior to your event, bar services may be paid the night of your event.

**Banquet Service Charges & Tax:** All charges are subject to a 20% service charge and 8.25% sales tax. Liquor is subject to tax. Additional gratuities are voluntary. Additional gratuities are split among banquet servers unless it is requested to be shared with bussers and bartenders.

**Guest Count:** You will be charged for the confirmed number of guests stated for each room above. Your final guest count is required 7 days prior to your event. If all guests are not in attendance, leftover food will be packaged to go, or taken to a local shelter for distribution. Your final guest count must be emailed to the banquet department and the banquet reservation form must be turned in at least 14 days prior to your event.



# STOCKYARDS

2513 Rodeo Plaza | Fort Worth, TX 76164 | Phone 817-624-1511  
Erica Saenz: erica@losvaqueros.com | Vicki Cisneros: lvinfo@losvaqueros.com

## Private Event/Banquet Reservation Form

Name(s): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cellphone: \_\_\_\_\_

Date of Banquet: \_\_\_\_\_ Type or Name of Event: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ Guest Arrival Time: \_\_\_\_\_ Food Service Time: \_\_\_\_\_

### Menu *(Please refer to Banquet Menu)*

Entree Choice: \_\_\_\_\_

Price Per Entree: \_\_\_\_\_ + Beverage / \$3.50 per person  
*(Tea, Water, Soft Drinks, Coffee)*

Bar:  Yes  No

Cash

Set-Up Fee \$250

Tokens \_\_\_\_\_ *How Many?*

Open

### Facilities

Southwing Banquet Room – \$500 room

Fiesta Room – \$250 room

*Please return this completed Reservation Form by fax or email as soon as possible to check availability and schedule your event. We require receipt of this Reservation Form at least 14 days prior to the scheduled event. Your final guest count is required 7 days prior to the event.*

*8.25% Sales Tax and 20% banquet gratuity will be assessed, based upon excellent service!*

I have read and accept the above terms and conditions.

Client \_\_\_\_\_ Date \_\_\_\_\_

Client \_\_\_\_\_ Date \_\_\_\_\_

Room Fee \_\_\_\_\_ Event Date \_\_\_\_\_

Event Coordinator \_\_\_\_\_ Date \_\_\_\_\_



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## Private Event/Banquet – Additional Items

In order to make your event as convenient and enjoyable as possible, listed below are optional services and products available for your banquet. Please indicate the quantity required and return with your Banquet Reservation Form.

- Podium (*with microphone*) ..... \$25
- Projector & Screen..... \$50
- Bluetooth Speaker..... \$25
- Champagne..... \$20 per bottle
- Extended Hours Fee..... \$250 per hour (*All events must end by Midnight, Sundays by 10:30pm*)
- Valet Parking Service.....\$60 per hour (*required for groups over 100 / rates vary per hour*)
- Mimosa Table..... Ask for Pricing (*available before 3:00pm*)
- Bloody Mary Table..... Ask for Pricing (*available before 3:00pm*)

*All Fees subject to change at any time under management's discretion. Please contact a banquet coordinator for a quote.*

\* Please specify linen colors and any special instructions:

Table Cloth: \_\_\_\_\_

Napkin: \_\_\_\_\_ Charger:  Gold  Silver  Bronze  None

Special Instructions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Private Event/Banquet Menu Suggestions

**Create Your Own Menu** Pick 3.....**\$16.00** per person Pick 4.....**\$17.00** per person

Choices include: Enchiladas (*Beef, Chicken, Cheese*), Tacos (*Chicken, Beef, Brisket, Rotisserie Tequila Chicken*), Chicken Flautas, Quesadillas (*Veggie, Beef, Cheese, Chicken*), Tamales. All served with rice and refried beans.

Substitutions and Add-Ons: Fajita Beef or Chicken \$1.50 per person, Shrimp \$2.50 per person, Queso \$1.95 per person, Guacamole \$2.50 per person.

Additional Dessert Add-Ons: Sopapillas (regular with honey) \$3.50 per person, (strawberries and whipcream) \$3.75 per person, Mini Flan \$3.50 per person, Chocolate Dipped Churros \$3.95 per person

**Fajita Buffet** ..... **\$20.00** per person

Flour Tortillas, Chicken and Beef Fajitas, Spanish Rice and Refried Beans. Chips and Salsa. Pick 2 of any fajita sides: Pico de Gallo, Grated Cheese, Sour Cream, or Guacamole.

**Los Vaqueros Dinner** ..... **\$18.00** per person

The meal starts with fresh guacamole, chile con queso, chips and salsa as an appetizer. Dinner buffet includes enchiladas with chile con carne, crispy beef tacos, tamales, Spanish rice and refried beans.

**Combination Fajita Dinner with Cheese Enchilada** ..... **\$22.00** per person

Flour Tortillas, Chicken or Beef Fajitas, Spanish Rice, Refried Beans, and one Enchilada with Chile Con Carne. Includes Chips & Salsa. Pick 2 of any fajita sides: Pico de Gallo, Grated Cheese, Sour Cream, or Guacamole. Get all 4 sides for \$1.00 more per person.

**Sangria Chicken** ..... **\$20.00** per person

Breast of Chicken marinated in a savory Sangria Wine Sauce with Mushrooms, Bell Peppers, Onions, and Tomatoes. Served with Spanish Rice, a fresh Southwest Garden Salad and a Squash Medley.

**Taco Bar** ..... **\$15.00** per person (*Brisket or Rotisserie Chicken Tacos – add \$1.00 per person*)

Crispy beef, chicken, or a combination of the two presented on a buffet with fresh lettuce, tomatoes, grated cheese, Spanish rice and refried beans, served with chips and salsa as an appetizer.

**Brisket Taco Combination** ..... **\$18.00** per person

(2) Brisket Tacos, garnished with Feta Cheese, Sliced Avocado, Pico De Gallo, served with Spanish Rice, Black Beans and a Southwest Dinner Salad.

**Bridal or Baby Shower Menu** ..... **\$15.00** per person (*This menu option is only available 11 am to 3pm*)

Mini Avocado Chicken Salad Sandwiches, Mini Brisket Sliders, Assorted Veggie Quesadillas, Black Bean Empanadas, chips and salsa. Champagne and Mimosa table available for \$16.00 per carafe. Custom Fruit Tray available for \$100.00 (*traditional or fruit baby*). Additional fees may apply to custom wedding or shower events.

**Banquet Margaritas, Wine and Cerveza**

Banquet Margaritas .....	<b>\$9.95</b> each	Craft Beer .....	<i>Inquire</i>
Domestic Beer .....	<b>\$4.50</b> each	Champagne .....	<b>\$20.00</b> each
Imported Beer .....	<b>\$5.50</b> each	House Wine* .....	<b>\$25.00</b> each

\*Chardonnay, Pinot Grigio, Rose, Merlot, and Cabernet Sauvignon. Have another favorite wine? We can provide it. Price will be assessed according to purchase choice.

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**Don't see what you're looking for? Contact our Event Coordinator today to ask about custom menus, vegetarian items and dessert items.** Prices subject to change by management at any time. Sales Tax, Beverage Price and 20% banquet gratuity are not included in above prices.

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Please see additional **banquet menus & catering items** at our sister company [www.headwestcatering.com](http://www.headwestcatering.com)