

Kyoto Ka

Banquet/Meeting Room Use Policy

1. Rooms may be booked no more than twelve months prior to the scheduled event.
2. Menu selection, room set-up details, and a signed Kyoto Ka contract are required no later than 1 week prior to the party date. An approximation of the number of people expected is required at this time and a guaranteed number is required 48 hours (two business days) in advance.
3. The charge for exclusive of either room is based on the number of people and the services offered.
4. Booking a private room does include free of charge: room rental, set up and cleaning, customary service staff, plates, silverware, glassware and customary serving dishes.
5. Kyoto Ka does not permit any guests to bring in any food, or beverage that can be provided by the restaurant.
6. Due to Ohio Health Code Laws, you will be unable to leave Kyoto Ka with any unconsumed banquet food.
7. Parties of 10 or more will be charged an automatic 20% gratuity and billing must be done on 1 check for the entire bill.
8. Kyoto Ka shall not assume responsibility for the damage or loss of any merchandise or articles left on the premises prior to or following a function.