

AABA, Inc. dba  
**Masa's Cafeteria**

910 Mapunapuna Street  
 Phone: (808) 831-0052

Honolulu, Hawaii 96819  
 Fax: (808) 831-0159

**INFORMATION SHEET**

Thank you for your interest in our banquet facility. Masa's Cafeteria is located across the street from Coca Cola at 910 Mapunapuna Street. We are a full service banquet hall, providing setup and break down of all tables and chairs, dinner and lunch buffet menus, and full clean-up (with exception of decorations) all in air conditioned comfort! Providing you the opportunity to enjoy your event and guests to the fullest!

Please review all the information listed below. Feel free to contact us with any questions or concerns.

	<u>Day of Function</u>	<u>Minimum # of adults</u>	<u>Function hours</u>	<u>Music closes</u>	<u>Available for Decorating</u>
<b>MINIMUM OCCUPANCY AND FACILITY</b>	FRIDAY	100	5:00-11:00 p.m.	10:30	3:30 p.m.
	SATURDAY	150	5:00-11:00 p.m.	10:30	12:00 noon
	WEEKDAYS & SUNDAYS	100	4:00-10:00 p.m.	9:30	3:00 p.m. (weekdays) 12:00 noon (Sundays)
<b>HOURS:</b>	SUNDAY (LUNCH)	100	11:00 a.m.– 4:30 p.m.	4:00	9:30 a.m.

**RESERVATIONS:** A \$500.00 deposit is required to reserve any available date. Deposit amount will be applied to final payment. Cancellations must be done in writing and received by our office no later than 120 days prior to reserved date for a deposit refund. **NO REFUNDS GIVEN AFTER THIS DEADLINE.**

**FINAL HEAD COUNT:** Customers are required to call in a final head count of adults and children one week prior to function date. **NO EXTRA CHAIRS ARE INCLUDED.** Additional chairs provided on the function date will be charged at a rate of \$10.00 per chair (which does not include any additional food).

**PAYMENT:** Payment is due in full one week before the function date. Payment by Cashier Check, Credit Card, or Cash only.

**PUPUS & DESSERTS\*:** Customers are allowed to bring in outside food to be served as pupus or desserts only. ( All outside food must arrive ready to serve). **NO COOKING OR USE OF KITCHEN FACILITIES IS ALLOWED.** All paper goods for outside food must be provided by the customer. (Masa's Cafeteria must receive a list of all outside food to be served when final head count is given).

**BEVERAGES \* :** Customers may utilize our bar facility to serve their own soft drinks/beer/liquor. Masa's Cafeteria provides **ONLY** the bar facility, customers are responsible for ice, cups, containers to hold additional ice and manpower to chill drinks and service the bar during the function.

**\*A "RELEASE, DISCHARGE AND INDEMNITY" must be signed by the Responsible Party for any outside food or alcoholic beverages served. (This includes any alcohol brought on the premises by guests of the function). NO ALCOHOL WILL BE SERVED TO PEOPLE UNDER 21 YEARS.**

**DECORATING RESTRICTIONS:** All balloons must be tied down. No glitter or confetti of any kind allowed. Customers are responsible for disposing of all decorations at the conclusion of the function.

**PARKING:** Parking lot and ample street parking is available.

**ADDITIONAL INFORMATION:** Stage, projection screen and podium with one (1) microphone are available for all functions. Dressing room provided on request only. Electrical sockets (110 v) are available for your use but you must provide your own extension chords. Again feel free to call with any question.

*Responsible Party must remain on premises throughout the entire function.*

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**Masa's Cafeteria**

Name: \_\_\_\_\_  
Responsible Party

Date of Function: \_\_\_\_\_  
 For Sunday only: Lunch \_\_\_\_\_ Dinner \_\_\_\_\_

Organization Name: \_\_\_\_\_  
(if applicable)

Type of Function: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone: (Work) \_\_\_\_\_  
 (Home) \_\_\_\_\_  
 (Pager/Mobile) \_\_\_\_\_

Approximate no. of people: \_\_\_\_\_

Menu Choice:

**Hawaiian  
 Menu**

**OR**

**Standard Menu:**  
 \_\_\_\_\_ Rice **OR** \_\_\_\_\_ Sushi **OR** \_\_\_\_\_ Rice & Sushi  
 \_\_\_\_\_ Namasu **OR** \_\_\_\_\_ Oriental Chicken Salad  
 \_\_\_\_\_ Fried Chicken **OR** \_\_\_\_\_ Shoyu Chicken **OR**  
 \_\_\_\_\_ Korean Fried Chicken (add'l .50 per person)  
  
 Potato-Macaroni Salad  
 Pork Chow Mein  
 Ham w/pineapple sauce  
 Morimono  
 Andagi  
  
 Check one:  2 entrees  3 entrees  4 entrees  
  
 List entrée choices: 1) \_\_\_\_\_  
 2) \_\_\_\_\_  
 3) \_\_\_\_\_

Additional information/instructions:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

***I have read and hereby agree to abide by all the information provided above and on the enclosed Information Sheet and Menu.***  
  
 \_\_\_\_\_  
*Signature of Responsible Party* \_\_\_\_\_  
*Date*

**OFFICE USE ONLY:**

Deposit Received: _____	Adults _____	Dessert _____
Processed by: _____	Children _____	Pupus _____
Amount of Deposit: _____	Bar _____	Reception _____
	Entertainment _____	Add'l tables _____
	Dressing Room _____	
	Decorating Time _____	