



Private Events Inquiry Form

Thank you for your interest in Café U Coffeehouse and Bistro. Your event and catering experience is very important to our team. For us to better serve you, please complete this form.

Today's Date: _____

Contact/Host Name(s):

Company and/or Event

Name: _____

Phone: _____ Alt.

Phone: _____

Email: _____

Mailing

Address: _____

Event Date: _____

Estimate Event Times _____

Estimated # of
Guests _____

Type of
Event _____

Estimated Total
Budget _____

Preferred Event Location at Café U: Blasingame Room, Perry (Fraulein) Room, Cowan Room, Lincoln Room, Full Second Floor Rental, Full house rental (After hours,) Backyard, Courtyard, Front Porch.

Type of Menu or Event: _____

Type of Beverage Service: _____

Special concerns or requirements _____

List a few of your event expectations _____

How were you referred to Café U? _____

Thank you for your interest in Café U. A member of our private event team will follow up with you to discuss your special event. Please visit our website for additional information concerning rentals and menus. You can follow us on Facebook & Instagram @cafeucoffee Thanks again!