



620 Church St., Toronto, ON., Canada M4Y 2G2
 Email: managerto@onoir.com; Tel: (416)922-6647

Dear Guests,

Please fill out the information below, and email to managerto@onoir.com, or mail to O.Noir Toronto address to secure your reservation at a fixed time / date for group event or private room(s) with 30 or more people.

Group or Organization:		Number to Attend:
Time of Arrival:	Time of Seating:	Date:
Name:	Phone:	Signature:
Position:	Email:	

Commitment:	O.Noir will reserve seats based on the number of guests intended, the time and date proposed and agreed, and all other conditions (such as meal options and charges) confirmed via phones, emails, or other forms of communication, preferably in writing.
Security Deposit for Dinner Group >30 on week days	Credit card is required to secure the reservation. O.Noir may charge a deposit, at 10% of the anticipated cost (10% x number of seats reserved x typical cost \$45/guest). This fee can be refunded if cancellation or change notice is received at least 2-days prior to the event reserved for week days (1-week for weekend). Can\$10 (or US\$7.5), about 25% of the anticipated cost per guest, will be charged, if cancellation is not made 1-day prior to the event (3-days for weekend). There could be administrative and currency-exchange fees charged by the credit card company during processing through a US-based reservation system provider. Can\$20 (or US\$15), or about half charge, will apply if no cancellation is received 1-day before the reserved time for Fridays and Saturdays, or 8-hr earlier on week days. Events with discounts are not reserved on Fridays/Saturdays. There could be credit card processing fees through a US-based reservation system provider.
Dinner Group 13-30 ppl	We will not charge immediately a deposit, but will request credit card information to secure reservation. If the number of guests in actual attendance is lower than reserved without prior notice (1-day or 24-hr earlier), Can\$10 (or US\$7.5) will be applied for no-show guests on week days and weekend.
Lunch Booking (≥13ppl)	We will not charge immediately a deposit, but will request credit card information to secure the reservation. If the number of guests in actual attendance is lower than reserved without prior notice (1-day or 24-hr earlier), Can\$10 (or US\$7.5) charge will be applied for no-show guests on the event day.
Private Rooms For Dinner Reservation	If guests choose to reserve privately, minimum 25ppl is required for one private room, >65ppl for an entire section, and >125ppl for entire restaurant, at O.Noir discretion. Up to Can\$20 (or US\$15) charge may be applied for number of attendance lower than the minimum, if business loss in bookings occurs.
Venue Use Fee	A minimal fee \$200 for using the entire restaurant as a venue for extra functions other than food/drink services, and \$100 for partial use of the facility or for fundraising purpose.

Security deposit can be paid in cash, cheque (to Feng's Growth in Wisdom Inc O/A ONoir), or cards. For payment via credit card, please fill out information below:

Credit Card Type	Visa ()	Master Card ()	Other ()	Note: No American Express
Card number:	Expiration (mm/yy):		Card Verification Code:	
Name:	Signature:			

For reservations requiring credit card but no deposit payment, you can also fill out the above or call/email us.

Thank you for your interest and we look forward to serve you. O.Noir Toronto Jan 2016