

Banquet Policies and Other Information

MEETING AREAS AND RATES: (Rates are based on Two (2) Hours)

El Galleon Restaurant

Mezzanine Room	Seating for 30 – 48	\$200.00
Central Restaurant	Seating for 50 – 70	\$750.00
Entire Property	Up to 110 Guests (inside)	\$1000.00

which includes restaurant, bar and patio.

Antonio's Cabaret

Entire Patio (Exclusive)	Seating for 80 – 94	\$300.00
1/2 Patio (Bay Side)	Seating for 48 – 56	\$200.00
1/2 Patio (Street Side)	Seating for 32 – 38	\$150.00
Stage Pit	Seating for 26 – 31	\$100.00
Bar Pit	Seating for 12 – 16	\$75.00
Steamer Room (Private)	Seating for 8 to 12	\$75.00

Mi Casita Mexican Restaurant

		Low Season	High Season Mon.-Thurs.	High Season Fri., Sat., Sun.
Entire Upstairs (Exclusive)	Seating for 50 – 95	\$200.00	\$400.00	\$1000.00

Seating includes bar seating as well as a private entrance, restrooms and private bar.

Areas are reserved for 2 hours, starting from scheduled start time. Room Rentals include set-up, house linens where appropriate, some decorations, place settings and clean-up. Additional services such as flowers, decorations and special occasion cakes will be referred to outside services. Rental areas and times may be subject to restrictions and limitations due to seasonal activities, holidays or events.

Reservations and Cancellation: One third (1/3) of total is required for deposit or valid credit card number are required to guarantee your event. This deposit is refundable up to TEN (10) DAYS PRIOR. No refund will be issued for a cancellation within the 10-day time frame. Credit card deposits will be charged 1/3 of total cancellation fee if event is cancelled within TEN (10) DAYS of event.

Attendance Guarantee: An estimated number of guests is needed when you make the reservation. A guaranteed attendance figure is required 10 days prior to your event. If no guaranteed figure is given, we will use the maximum estimate as your guaranteed amount. This number is a guarantee and no reductions will be allowed after 10 days prior. All food and beverage service is subject to a 20% taxable service charge (Tax Regulation 1603) and 10% local and state tax.

Final Total Payment is Due at Conclusion of Event.
All personal information is kept strictly confidential.

Banquet Menu Requirements: Groups of 25 or more have to select a pre-arranged menu to insure adequate inventory is on hand and to reserve space and personnel. **During high season - MAY 1 – OCTOBER 31** - guests must have a prearranged menu. However, this may be flexible based on time and date of event. Please consult with the restaurant manager. Groups of 20 or more are required to adhere to the one (1) check per party policy. Cash and Carry beverages would be permitted on a limited basis. Most menu selections can be geared towards buffet or plated. Adjustments may be discussed with restaurant manager at time of booking.

Room Set-Ups and Personal Items: Personal centerpieces and decorations will be placed according to your specific directions if supplied at least 24 hours ahead of time, and set-up of these items will be included as a part of the room rental rate. All personal items must be removed at the conclusion of event. No storage space is available. House linens are red tablecloths with red and white checked napkins. **Host is responsible for any damages made by guests to restaurant property, facilities, equipment and décor.**

Additional Charges:

Corkage Fee.	\$10.00 Per Bottle	Karaoke with Host.	\$100.00 Per Hour
Special Cake Cutting Fee.	\$2.00 Per Slice	TV/VCR.	\$45.00 (El Galleon only)
Charge will be added to your final bill, plus 10% Sales Tax.		Easel, Pad, Pens & Tape.	\$.50 per person
Entertainment.	Varies consult with Restaurant Manager	CD Player/TV.	\$25.00 (Mi Casita only)
		Power Point.	\$25.00 (Mi Casita only)