

GYPSY KITCHEN

COFFEE. CAFE. COMMUNITY.

Gypsy Kitchen Event FAQs

How is our private room priced?

Unless you opt for a space-only rental, we operate on a Food & Beverage (F&B) Minimum. As long as your group spends a required minimum amount on food and drinks, there is no separate room rental fee (applicable sales tax and an administrative fee apply).

What are your Food & Beverage Minimums?

Our minimums vary depending on the day and time of your event:

- Tuesday – Thursday (Morning / Afternoon): \$300 minimum
- Friday – Saturday (Morning / Afternoon): \$500 minimum
- Evening / After-Hours Events: \$800 minimum

Event slots are typically reserved in 2.5 to 3 hour time blocks, which includes setup and teardown time.

What if my order doesn't reach the minimum?

If your final food and drink order falls short of the required minimum, the remaining balance will simply be added to your bill as a *room minimum difference fee*.

What counts toward the minimum?

- Included: All food, catering trays, buffets, house-made desserts, and drink/espresso orders placed for your event.
- Not Included: Applicable sales tax, our standard 18% administrative charge, and staff tips do not apply toward reaching the food and beverage minimum.

Do you require a deposit?

- Yes. A non-refundable 50% deposit is due upon booking. The remaining balance is due on the date of the event.

Are children / babies included in the guest count?

- Children aged 5 and under are complimentary and do not count toward the guest head count. However, if a special children's menu is ordered, any child aged 2 and over receiving a meal will be included in the final count.

When is the final guest count due?

- Final guest count is due one week prior to the event.
- Please note: once the final guest count is received, no refunds will be given for a final guest attendance that is lower than agreed to. If the final guest attendance is higher than what was agreed to, additional fees will be reflected in the client's final balance due.

Is there a minimum notice required?

- Yes. For all catered events we require one week's notice. For any events where catering is not requested we require 48 hours notice. Please contact us with special requests and we will accommodate events on shorter notice if we are able.

Is tax included in pricing?

- No. Applicable NYS sales tax (8%) and an 18% Administrative Fee will be added to the final invoice.
- **Please note:** An Administrative Fee of 18% will be added to all events/invoices. This charge is for the administration and operational expenses of the event, is not a gratuity or tip, and will not be distributed as gratuities to the employees providing service to guests.

Can I bring in outside food and beverages?

- Guests may bring in desserts purchased from a licensed caterer or facility. Clients must be able to provide proof of purchase from an authorized source. No other outside food may be brought in.
- Guests may bring in soft drinks such as juice, soda, etc. *No alcohol may be brought in under any circumstances.*

Can you accommodate dietary restrictions?

- Yes, we can accommodate most dietary restrictions with a minimum of one week's notice. However, we have a shared use kitchen where most common allergens are present and cannot guarantee that cross contamination will not occur. If you or a guest have a food allergy or intolerance, please notify us.

What happens to leftover food and drinks from my event?

- Any leftover food will be packed into takeout containers for the client to take home. Drinks are not available for takeout.

Can I just rent the event space?

- To rent the event space with no catering included, the room rental fee is \$50.00 per hour*.
- Available Days and Times: Tuesday - Saturday, 9:00 AM - 9:00 PM
- *Note: Setup and teardown time must be included within your total paid hourly rental window.

What does the room rental fee include?

- Use of The Salon, with the exception of Gypsy Kitchen's employees, who may be passing through the space as necessary to conduct regular business.
- Use of tables and chairs.
- Use of a designated restroom.
- Use of table cloths.

What space may guests use?

- Guests will have access to The Salon and a designated restroom.

Can I bring in decorations?

- Yes, guests may bring in decorations. However, guests may not use any nails, tape on painted surfaces, open flames, glitter or confetti.
- Guests must remove all decor promptly after the end of their event. Any decor left behind will be discarded unless otherwise discussed.
- Any damage to the interior or exterior or Gypsy Kitchen may result in additional fees.

Do you provide music for events?

- We have a bluetooth speaker for use that clients may utilize to play music for their event. Music must be kept to an appropriate noise level as determined by the staff of Gypsy Kitchen. Music must be appropriate (i.e. not explicit or vulgar) and must not disrupt the normal business operations of Gypsy Kitchen.