# **GYPSY KITCHEN**

#### COFFEE, CAFE, COMMUNITY,

# **Gypsy Kitchen Event FAQs**

#### **Room Rental Fees:**

• Monday-Thursday: \$50.00 per hour

• Friday-Saturday: \$100.00 per hour

• Available times: 9:00 AM - 9:00 PM

# **Frequently Asked Questions**

#### What does the room rental fee include?

- Exclusive 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 available linens (white table cloths and napkins). Any linens required beyond our stock will be the client's responsibility to acquire.
- Wifi
- Water service from a glass dispenser with disposable cups
- If catering is provided by Gypsy Kitchen, appropriate dishes, flatware, napkins and serving utensils will also be provided.

#### What space may guests use?

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

#### Do you offer decorating services?

• No. However, guests may start decorating one hour prior to their event start time.

#### **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 require a deposit?

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

#### Is there an event minimum or minimum guest count required?

• There is a catering minimum of \$300.00. There is no minimum guest count.

#### Are children / babies included in the guest count?

• Children five and under are not included in the guest count unless a special children's menu is requested. In that case all children two and over will be included in the 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.

# Are tax and gratuity included in pricing?

• No. Sales tax of 8% and gratuity of 18% will be added to the final bill.

#### 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*.

### Do you provide cakes or cupcakes?

• At this time we do not offer custom cakes, but we do offer custom cupcakes. Inquire for more details!

#### 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.

# 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.

#### Do you provide music for events?

• We have bluetooth speakers 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.