

# **PRIVATE EVENTS:**

Book your private experience with Wence's and enjoy exclusive use of the space for 3 hours during lunch and up to 4 hours during dinner. Please note that all food and beverages are billed separately. Tax and a 20% gratuity will be added to the final bill for all private events.

# **EVENT SPACES AND CAPACITY:**

The pricing listed below is for reserving the event space only. All food and beverage costs are additional to the room fee.

# **XELA ROOM:**

GUEST MINIMUM: 16
GUEST MAXIMUM: 32

# **XELA SPACE LUNCH HOURS:**

(space available to guest up to three hours)

MON - FRI (11 AM - 2 PM): \$250 SAT - SUN (10 AM - 2 PM): \$250

# **XELA SPACE DINNER HOURS:**

(space available to guest up to three hours)

SUN - THURS (3 PM- 9 PM): \$330 FRI - SAT (3 PM- 9:15 PM): \$330

# MAIN ROOM:

GUEST MINIMUM: 50 GUEST MAXIMUM: 80

# MAIN ROOM LUNCH HOURS:

(space available to guest up to three hours)

MON - FRI (11 AM - 2 PM): \$400 SAT - SUN (10 AM - 2 PM): \$500

# MAIN ROOM DINNER HOURS:

(space available to guest up to four hours)

SUN - THURS (3 PM- 9 PM): \$600 FRI - SAT (3:00 PM- 9 PM): \$900

# **PATIO DECK:**

GUEST MINIMUM: 28 GUEST MAXIMUM: 40

# **PATIO DECK LUNCH HOURS:**

(space available to guest up to three hours)

MON - FRI (11 AM - 2 PM): \$300 SAT - SUN (10 AM - 2 PM): \$500

# PATIO DECK DINNER HOURS:

(space available to guest up to three hours)

SUN - THURS (3 PM- 9 PM): \$450 FRI - SAT (3:00 PM- 9 PM): \$875

# **LUNCH PRIX FIXE PRICING:**

LUNCH OPTION #1: \$39

Three Course

LUNCH OPTION #2: \$43

Three Course

LUNCH OPTION #3: \$50

Three Course

LUNCH OPTION #4: \$54

Three Course

# **DINNER PRIX FIXE PRICING:**

DINNER OPTION #1: \$54

Three Course

DINNER OPTION #2: \$60

Three Course

DINNER OPTION #3: \$66

Four Course

DINNER OPTION #4: \$79

Four Course

# TAPAS STYLE DINING:

## **TAPAS STYLE DINING: \$54**

Available to choose this menu for both lunch/ dinner hours. Choose your dining experience as cocktail style or shareable plated for this option.

# SELF SERVE STYLE DINING:

Please click on our catering menu for dish and price details.

# **BOOK YOUR EVENT WITH US AT WENCE'S:**

Please submit your event request through our website at wencesrestaurant.com by clicking on the "Private Events" tab

# **WENCE'S EVENT/ DINING DETAILS:**

#### CORKAGE:

The event host may bring up to 3 bottles (750 ml each) of wine. A corkage fee of \$25 per bottle will apply. For bottles larger than 750 ml, a corkage fee of \$65 per bottle will be charged.

### **OPEN BAR:**

The host pays for all alcoholic beverages for their guest.

### **WINE & BEER ONLY:**

The host pays for beer & wine only for their guest

#### PRE-PURCHASED WINE BOTTLES FROM WENCE'S:

The host chooses the type and quantity of wine bottles to be served during the event. Wence's staff will distribute the preselected bottles to the tables for the guests. The host is responsible for payment for these pre-selected wine bottles.

## **CUSTOM COCKTAILS, WINE & BEER:**

The host provides a custom list of specific alcoholic beverages they wish to pay for, including wines, cocktails, and beers. At the end of the event, the host will be billed for each alcoholic beverage ordered by guests from this custom list.

#### **TICKET BAR**

The host provides their guest with "drink tickets." Wence's staff will request drink tickets from the guest per ordered beverage. The event host is billed at the end of the event per alcoholic beverage ordered by their guest.

# FINAL PAYMENT, FINES, AND FEES:

## **CAKEAGE:**

Outside food and beverages are not allowed at Wence's without prior approval. For pre-arranged cakes or desserts, a service fee of \$4.00 per slice applies to cakes, and \$25.00 per dozen for cupcakes.

### **ROOM FEE:**

Tax and 20% Gratuity will be added to the room fee

### **OTHER FEES:**

Please adhere to the time frame specified in the agreed contract. Any time beyond the agreed event end time will be subject to availability and will incur a fee of \$150.00 per hour.

#### **EXCESS TIME:**

Wence's asks that you stay limited to the time frame on the agreed contact. All excess time will be subject to availability and a fee of \$150 per hour past the agreed event end time will be charged.

### **PAYMENT:**

Payment is due at the conclusion of the event in the form of cash, or credit card. Wence's does not provide separate checks for private events. One check will be presented for the entire group. We can accept three forms of payment per presented check.

### **DEPOSIT:**

To reserve this event, Wence's requires a \$50 non-refundable deposit. On the event date, this deposit will be applied as credit toward your final bill. Please note that if you cancel the event, the deposit will not be refunded.

## PERSONAL DECOR:

Outside decorations are welcome, provided they comply with local health and safety codes and receive manager approval. Decorations may not be taped, tacked, or nailed to any surfaces. Failure to adhere to these decoration regulations may result in additional charges. Wence's reserves the right to terminate your event at any time if the decoration rules and regulations are not followed.

# FARLY ARRIVAL FOR DECOR

Guests may arrive 30 minutes before the scheduled event time to decorate and prepare the reserved space.

## **TABLE LAYOUTS**

Wence's requests that you submit your preferred table arrangements as soon as possible. If you decide to arrange seating on the event date, a designated guest must arrive at least 30 minutes before the event start time to discuss and finalize table layouts with the restaurant staff. If no specific layout is chosen, the restaurant will arrange the tables to the best of their ability based on your party size.

# PROJECTOR/ DISPLAYS:

We offer the option to reserve a projector for your event, with an additional fee of \$75 for this upgraded service. You are also welcome to bring your projector for presentations on the date of your event.

## OTHER REGULATIONS:

The event host assumes full responsibility for any/ all damage to the premises caused by the host and their guests. Wence's remains harmless in the event of loss or destruction of personal property.

# **WEEKLY SPECIALS:**

Weekly specials, including happy hour, early bird, and dollar oysters, will not be applicable to private events.

# **PREFERED VENDORS:**

## LIVE MUSIC:

diego frias

IG: @diegofrias\_music

# BALLOONS & DESSERT TABLE DECOR/ PROPS:

kenias creations

IG: @kenias\_creations

## PARTY SUPPLES & LINENS:

c&m party rental phone: (925) 934-3181

# **CUSTOM CIGAR ROLLING BY NESTOR:**

not permitted to smoke on site\*

nestor castillo IG

@cigarroller nestor

cigarrollingshows.com