

WEDDINGS AT VILLA RAGUSA

In the following pages you will find essential information that will assist you in beginning the process of planning your event. If there are any questions regarding the subsequent information please feel free to contact our banquet facility office.

A SUMMARY OF OUR POLICIES AND REGULATIONS:

All menus and pricing are subject to change without notice.

No food or beverage from an outside source brought in by the client or attendees is permitted without prior written authorization. Also, due to insurance regulations, no food or beverage shall be taken from the premises.

All food and beverage is subject to a service charge and California state sales tax (California State Board of Equalization No. 1603) and all events are subject to a service charge of 21%. Labor and services are also subject to California state sales tax.

A \$2,000 non-refundable deposit is due at booking in order to secure the room. This deposit will be applied to the final bill.

All expenses pertaining to your event must be 100% prepaid. The initial deposit is paid to confirm your reservation. The second deposit, which is 25% of the, estimated expenditure is due 2 months prior to your event. If the event is booked within 3 months of the date, then a 50% deposit would be required at time of booking. The final balance is due 10 days prior to the event. If any additional charges are incurred the night of your event, payment will be due that evening.

The guaranteed numbers of guests attending are due 10 days prior to the event along with the final balance of the bill.

If for any reason there is a cancellation, all deposits & payments are forfeited.

All decorations must be pre-approved prior to the event and must adhere to City Fire Codes. Nothing may be taped or tacked onto the walls without prior authorization. Neither glitter nor confetti is allowed

Set up may begin 1-2 hours prior to the event and must be scheduled with the banquet office. Breakdown is 1 hour immediately following the contracted end time and all items brought must be removed. A \$150 overtime time charge will be applied for every 15 minutes thereafter.

Guests shall indemnify and hold Villa Ragusa harmless from any and all claims, suits, damages, losses and expenses on account of injury to any party in connection with the event or resulting from damage or destruction of any property by guests or any attendees of the event on the premises. Villa Ragusa is not responsible for any items left behind.

ROOM CAPACITIES

The East Gallery accommodates 220 seated guests

The West Gallery accommodates 170 seated guests

The East Gallery Combination accommodates 450 seated guests

The West Gallery Combination accommodates 350 seated guests

The Grand Gallery accommodates 600 Guests

Room Rental rates

All minimums and Room Rentals are based on 5 hours of banquet time

All rentals are subject to California State Sales Tax.

50% off Room Rentals when booking a Friday or Sunday evening.

Food and Beverage Minimums

Minimums Vary depending on Day of the week and time frame.

All prices are subject to California State Sales Tax & Service Charge.

SIMPLICITY PACKAGE

Buffet Dinner

Complimentary Champagne & Sparkling Cider Toast

Soft Drinks & Juices behind bar

Two Bottles of House Wine per table

Assorted Dinner Rolls & Butter

Coffee, Decaf & Tea Station

Choice of Tablecloth & Napkin Color

Cake Cutting Service

Votive Candles & Mirror

International & Domestic Cheese Display with an Assortment of Crackers

Choice of Two Hors D'oeuvres Butler passed

(Mahogany Chiavari Chairs and Chargers included on a Friday or Sunday *Limited quantity*)

HORS D'OEUVRES

Grilled Chicken Skewers

Mushroom Caps stuffed with Spinach

Brie Quesadillas with Pear Salsa

Roma Tomato Salsa on Garlic Crostini

Spanikopita stuffed with Feta & Spinach

Meatballs in Dill Sauce

Beef Tartlet

Bay Shrimp on Cucumber Rounds

CHOICE OF TWO SALADS

Mixed Baby Greens with Balsamic Vinaigrette, Apples, Feta Cheese & Nuts

Baby Spinach Salad with Raspberry Vinaigrette, Dried Cranberries & Nuts

Caesar Salad

CHOICE OF TWO ENTRÉES & ONE VEGETARIAN

Chicken Del Monte-A Boneless Chicken Breast in a Light Creamy Champagne Sauce

Chicken Marsala- A Boneless Chicken Breast with Sautéed Mushrooms in a Marsala Wine Sauce
Stuffed Chicken - A Boneless Chicken Breast Stuffed with Goat Cheese & Italian Herbs in a Brown Sauce

Roasted Salmon Filet with Lemon Butter Sauce

Roasted Pork Loin with Sautéed Mushrooms in a Marsala Wine Sauce

Tournedos of Beef-Sliced Tri tip with Wild Mushroom Forestier

Penne Fresco with Spinach, Mushrooms, Tomatoes & Artichoke Hearts in a Creamy Pesto Sauce

Tri-Color Tortellini with Basil Consommé

Roasted Zucchini Stuffed with Sautéed Vegetables and Crusted Parmesan Cheese

Filet Mignon add \$5.00++per guest (Served dinner only)

New York Steak add \$2.00++ per guest (Served dinner only)

Sirloin Carving Station add \$2.00++ per guest (\$75.00 Carver Fee applies)

Prime Rib Carving Station add \$4.75++ per guest (\$75.00 Carver Fee applies)

CHOICE OF TWO ACCOMPANIMENTS

Wild Rice Pilaf

Roasted Garlic Potatoes

Garlic Mashed Potatoes

Au Gratin Potatoes

Fresh Seasonal Vegetables

Couscous

Brown Rice

Broccolini with Baby Carrots

\$2.00++ Discount per guest when booking a Friday or Sunday

Children 12years and under are charge at a lower rate of
Includes: Choice of a kids meal, fruit cup, unlimited Soft drinks & Juices.

Personalized Package

Buffet Dinner

Complimentary Champagne & Sparkling Cider Toast

Soft Drinks & Juices behind bar

Two Bottles of House Wine per table

Assorted Dinner Rolls & Butter

Coffee, Decaf & Tea Station

Choice of Tablecloth & Napkin Color

Cake Cutting Service

Votive Candles & Mirror

International & Domestic Cheese Display with an Assortment of Crackers

Choice of Four Hors D'oeuvres Butler passed

Mahogany Chiavari chairs (Up to 350 seats)

Chargers in Silver or Gold

HORS D'OEUVRES

Grilled Chicken Skewers

Mushroom Caps stuffed with Spinach

Brie Quesadillas with Pear Salsa

Roma Tomato Salsa on Garlic Crostini

Spanikopita stuffed with Feta & Spinach

Meatballs in Dill Sauce

Beef Tartlet

Bay Shrimp on Cucumber Rounds

CHOICE OF TWO SALADS

Mixed Baby Greens with Balsamic Vinaigrette, Apples, Feta Cheese & Nuts

Baby Spinach Salad with Raspberry Vinaigrette, Dried Cranberries & Nuts

Caesar Salad

CHOICE OF TWO ENTRÉES & ONE VEGETARIAN

Chicken Del Monte-A Boneless Chicken Breast in a Light Creamy Champagne Sauce

Chicken Marsala- A Boneless Chicken Breast with Sautéed Mushrooms in a Marsala Wine Sauce

Stuffed Chicken - A Boneless Chicken Breast Stuffed with Goat Cheese & Italian Herbs in a Brown Sauce

Roasted Salmon Filet with Lemon Butter Sauce

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Tournedos of Beef-Sliced Tri tip with Wild Mushroom Forestier

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CHOICE OF TWO ACCOMPANIMENTS

Wild Rice Pilaf

Roasted Garlic Potatoes

Garlic Mashed Potatoes

Au Gratin Potatoes

Fresh Seasonal Vegetables

Broccolini with Baby Carrots

Brown Rice

CHOICE OF THREE AMENITIES

Wedding Cake

Premium Table Wine

Floral Centerpieces

Seated Dinner Service

Chair Covers and Sashes

Overlays or Specialty Linens

Uplighting

Pipe & Drape (White)

One wall per amenity

5 Hours DJ Services from DJ Kimbrough

5 Hours DJ Services from Gatsby Entertainment

140 Guest Minimum or use as two amenities

Or Use as two amenities

3 Hour Photo Booth \$250.00++Upgrade

Or Use as two amenities

Chiavari Chairs (Silver or Gold) \$2.00++ea Upgrade

Or Use as two amenities

\$2.00++ Discount per guest when booking a Friday or Sunday

***Children 12 years and under are charge at a lower rate of
Includes: Choice of a kids meal, fruit cup, unlimited Soft drinks & Juices.***

BAR PACKAGES

The Usual:

Draft Beer & Cash Bar:

For five hours

The Traditional:

Draft Beer, Wine & Cash Bar:

For five hours

The Priceless:

Draft Beer, House Wine, Well Brands & Cash Bar:

For five hours

The Finest:

Draft Beer, House Wine, Well Brands, Premium Brands:

For five hours

The Full Package:

*Draft Beer, Bottled Bar, House Wine, Premium Wine, Champagne, Well, Call
and Premium Liquors:*

For five hours

DAY OF COORDINATION

Villa Ragusa is excited to offer the “Day of Coordination”

Let us help create special memories for you and your friends and family. Our event team will help take care of the following to ensure your day is one you will never forget.

VENDOR ARRIVAL

The Villa Ragusa event team will contact all vendors prior to your wedding to schedule setup and breakdown times. We will greet them upon arrival and assist with any questions or concerns the day of.

CEREMONY REHEARSAL

Our team will be there to conduct the rehearsal at a convenient time for all.

CEREMONY DAY

We will help direct guests upon arrival and assist the ushers if need be. We will coordinate with the DJ regarding music and conduct the grand entrance of attendants and bride.

PRE-RECEPTION SET UP

We will set up all favors, place cards, guest book, toasting goblets, photos, etc.-day of event. Also, we will arrange for secure storage prior to the event.

RECEPTION

We will create and execute the timeline with DJ/Band. Will work closely with all vendors throughout the evening to guarantee vendors and guest will be taken care of. We will make all appropriate decisions to ensure your special day is seamless.

CONSULTATION AND COORDINATION FEE: SEE CONSULTANT