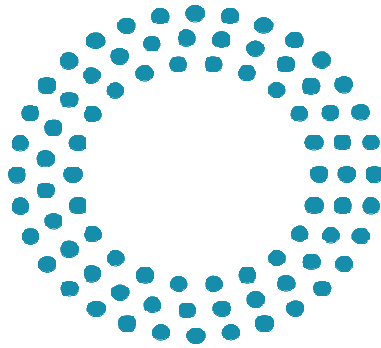

WEDDING PACKAGE INFORMATION



THOUSAND OAKS INN & BANQUET CENTER

PACKAGE SUMMARY



Room Rental

Includes:

Tables	Yes - "All" round and long tables
Chairs	Yes - House banquet chairs
Chair Covers	Yes - Chair covers with color sash
Linen	Yes - Round table cloth
Beverage Station	Yes - Coffee/iced tea/lemonade/water station
Set-up and Breakdown	Yes - Room set to specifications and cleaned at closing
Cake Cutting	Yes - Our staff will cut and serve cake to your guests at no extra cost

Wedding Package

Cocktail Hour

Domestic and Imported Cheese Display
Including Baked French Brie en Croute, Caramelized Pecans, and Golden Rasings

Fresh Seasonal Fruit & Berry Display

Dinner Buffet

An Italian Fare

Build your own Italian buffet

(Menu upgrade selections available)

PACKAGE ADD-ONS

CEREMONY

Includes:

White Wood Lattice Arch
Banquet Chairs
Microphone & Speaker
White Shear Wall Background
Set-up & Breakdown
Free One-Hour Wedding Planner Consultation
Bridal Changing Suite

Ceremony Enhancements:

White Wood Arch Drapery
Elegant Swagged Wood Arch
Deluxed Drapped Canopy
Chivari Chairs
White Wood Padded Chairs
Chair Covers

BAR SERVICE

Bar Set-Up Fee

Staffed private bar set with all needed supplies

Minimum Required Sales

Can be met one of 3 ways:

Hosted Bar

Host will pay for the required \$600 minimum and the bar will go to cash sales after minimum is met

Combination Bar

Only one or two drinks will be hosted up to the minimum, all other drinks will be on a cash basis

Cash Bar

Guests to pay for their drinks. If total bar sales are less than the minimum, the host will pay for the difference

*(*All prices quoted are subject to a 22% Service Charge "Plus" Local Sales Tax)*



PRICING INCLUDES

Tables	Yes	Includes "all" round and long tables required
Chairs	Yes	House banquet chairs
Chair Covers	Yes	Reception chair covers with color sash
Linen	Yes	Round table cloth
Unlimited Beverage Station	Yes	Coffee/iced tea/lemonade/water station
Set-up and Breakdown	Yes	Room set to specifications and cleaned at closing
Cake Cutting	Yes	Our staff will cut and serve cake to your guests at no extra cost

STAFFING

Servers	Yes	Number needed based on final guarantee
Houseman	Yes	Set-up/breakdown of the function space
Venue Coordinator	Yes	From start to finish of your event

HOTEL ACCOMMODATIONS



Guest Room Block Information

We strive to help create special memories for our guests.

A courtesy room block includes up to ten rooms with a locked-in discounted rate until 21 days before arrival date, any rooms not reserved will be returned into our inventory at no charge to the customer.

We have room types for every budget:

Single King (our most economical for up to two people)

King Bed Deluxe (with a pull out Queen sofa sleeper)

King Bed Executive (with Queen sofa sleeper and work desk)

Two Queen Beds (very spacious with a balcony)

One Bedroom Suite (with king bed, jacuzzi, and separate living room area with a pull out sofa sleeper)

We are here to see that we exceed your guest's expectations.

Please contact Kristina in our sales department at:
805-497-3701 or email at: Kristina.Lecka@thousandoaksinn.com



DISCLOSURES

Non-Included Items

You may provide your own wedding cake, flowers, photographer, music, DJ and clergy person.

Removal and clean-up of floral arrangements, decorations and items not provided by TOI Banquet Center is the client's responsibility.

Additional labor may be arranged for this at your expense.

Any leftover food may not leave the premises.

Payment

A deposit equal to 50% of your site fee or \$750 minimum, whichever is greater, is required to reserve your date.

Deposits are paid to TOI Banquet Center and are non-refundable.

Your final guest count along with payment in full for your event is required 10 days prior to your event date.

Meal prices can not be guarantee until 30 days prior to the event date

Hours

Any time starting from 10:00 AM until 10:00 PM.

The maximum event length from your starting time to the end of the reception is (5) hours.

When having a ceremony in the Courtyard, add (1) extra hour.

You may come (2) hours prior to your wedding/event for pictures.

Additional hours of event time are available for an additional charge.