

R Catering Affair

ywca of the Harbor Area

San Pedro Ballroom Rental Fees

The rental fee of the ballroom is dependent on the number of guests you are hosting. Please see the chart below to anticipate the cost of your rental.

<u>Guests</u>	<u>Rent</u>	<u>Security</u>	<u>Total</u>
1-25	\$700	\$100	\$800
26-50	\$725	\$200	\$900
51-75	\$825	\$200	\$1,025
76-100	\$925	\$200	\$1,125

R Catering Affair

YWCA of the Harbor Area

Thank you for considering R Catering Affairs at the YWCA of the Harbor Area! This historic event space has an amazing banquet room dedicated to making your event special. It has hardwood floors, offers a large stage available for your use and has a dining capacity of 100 guests.

Please find our catering packages and menus enclosed for your review. Each package is designed to be affordable and meet your specific needs and desires.

We personally invite you to visit and tour the YWCA of the Harbor Area. After your tour, we would be happy to prepare a proposal for your event. Please contact us to schedule your appointment!

We look forward to your memorable event!

Sincerely,

R Catering Affairs

Richard Brice

(323) 974-7784

sales@rcateringaffairs.com

YWCA of the Harbor Area

Megan Miele

(562) 304-0086

events@ywcaharbor.org

INFORMATION

General

Our service includes table covers (white, black or ivory), linen napkins (any color in stock), china dinner and salad plates, beverage goblets, champagne flutes, silverware (dinner fork, salad fork and knife), champagne/cider toast, and cake cutting service (your personal cake). Our service is for 5 hours and includes set up of our contracted items and basic clean up. All upgrades and additional items or services must be listed on the service contract and paid for under additional charges prior to your event or they will not be provided. No verbal amendments or additions can be made to the service contract. All agreements must be in writing.

All Food and Beverage provided by R Catering Affairs must be consumed on the premises. No outside food or beverage is permitted unless prior approval has been given. No food or drink of any kind is allowed in the lobby area at any time.

Pricing, Service Charge, and Tax

Prices are subject to a 20% service charge and California State Sales Tax at the current rate. Prices and Packages are subject to change without notice.

Booking Policy

R Catering Affairs will take reservations up to one year in advance. A date is considered confirmed and/or booked with a deposit and signed contract.

Deposit & Payment

A deposit is required for each booking. The deposit is 25% of the total invoice of your event. Deposits are nonrefundable.

Security Deposit

A security deposit of \$300 is required for booking.

Cancellations

No cancellations within 30 days of your event. The balance is due in full no later than 30 days prior to your event. If the balance is not paid in full by the due date, your event may be canceled and you will forfeit 25% of the total cost of your event.

Liability

R Catering Affairs is not responsible for item(s) lost or stolen, or item(s) of any kind left after your event at the YWCA of the Harbor Area. R Catering Affairs is not responsible for any damage or loss to any merchandise, articles or valuables belonging to the host or their guests located on the YWCA of the Harbor Area's property prior to, during, or subsequent to any function. The host is responsible for any damages incurred by the YWCA of the Harbor Area by them or their guests, including but not limited to, any damages involving the use of an independent contractor arranged by the host or their representatives.

Force Majeure

YWCA of the Harbor Area shall not be deemed in default of this Agreement, nor shall it hold the other Party responsible for, any cessation, interruption or delay in the performance of its obligations (excluding payment obligations) due to earthquake, flood, fire, storm, natural disaster, act of God, war, terrorism, armed conflict, labor strike, lockout, boycott, pandemic or other similar events beyond the reasonable control, provided that the Party relying upon this provision: Gives prompt written notice thereof and takes all steps reasonably necessary to mitigate the effects of the force majeure event. If a force majeure event extends for a period in excess of 30 days in the aggregate, either party may immediately terminate this agreement upon written notice for a refund less the deposit or may reschedule their event contingent on an agreed upon date.

CATERING PACKAGES

BRONZE PACKAGE- \$28.95 pp

LINEN TABLE COVERS (white, black, or ivory)

NAPKINS (any color in stock)

GLASSWARE (goblet & champagne flute)

CHINA (dinner and salad plates)

SILVERWARE

CHAMPAGNE OR CIDER TOAST

CAKE CUTTING

SETUP & CLEANUP

CHOICE OF TWO (2) ENTREES, ONE (1) VEGETABLE, ONE (1) ACCOMPANIMENT & ONE (1) BEVERAGE

SILVER PACKAGE- \$32.95 pp

(Includes Bronze Package)

CHAIR COVERS

GOLD PACKAGE- \$35.95 pp

(Includes Bronze Package)

CHAIR COVERS

CHARGERS

CENTERPIECES

DIAMOND PACKAGE- \$39.95 pp

(Includes Bronze Package)

CHAIR COVERS

TRAY PASSED HORS D'OEUVRES

CHARGERS

CENTERPIECES

MENU

Each package includes a choice of (2) two entrees, choice of salad, assorted rolls, (1) one vegetable selection, (1) one accompaniment and (1) beverage selection from the menu below:

Entrees

Grilled Chicken

Grilled boneless chicken breast seasoned with a hint of lemon and herbs

Beef Roast

Hand-carved beef roast drizzled with au jus

Teriyaki Salmon

Grilled Salmon with a teriyaki glaze

Chicken Piccata

Tender chicken breast cutlets served in a tomato sauce with artichokes

Vegetables

Green Beans

Steamed

Mixed Vegetables

Steamed carrots, peas, corn and green beans

Asparagus

Grilled

Broccoli Normandy

Steamed broccoli, carrots and cauliflower

Accompaniments

Rice Pilaf

Rice, herbs and seasonings

Duchess Potatoes

Mashed potatoes with a hint of garlic and cheddar cheese

Roasted Potatoes

Seasoned roasted red potatoes

Beverages

Sweetened Iced Tea

Lemonade

Fruit Punch

Arnold Palmer

Strawberry Lemonade

PRICES ARE SUBJECT TO SERVICE CHARGES AND APPLICABLE SALES TAX