**Blue Jay Bistro Private Parties Bookings**

**Event Spaces & Types:**

The two main spaces available to host functions are the Perch and the Nest:

Perch (patio) – Covered outdoor space with big fans and firepit. Seating for up to 40 people. Not a private space, but can be limited to seating for party guests only. There is limited AV resources available in this area, however there is space and power available to accommodate host provided music/AV.

Nest (lounge) – Indoor, private event space with AV capabilities (screen/projector/audio/microphone.) In room bar with seating for up to 40 people.

These spaces are well equipped to accommodate a variety of functions ranging from business meetings/meals to cocktail receptions, or dinner parties (birthdays/holiday parties/rehearsals/etc.)

**Available Event Times**

Tuesday – Saturday Morning Meetings/Lunch/Receptions: 10 – 5pm

Wednesday – Saturday Dinner/Receptions: 5 – 9/10pm

Tuesday Evening Events scheduled as warranted

**Event Sizes and Menu Options:**

For events with up to 15 people

* Offer full a la carte service or any other menu options below

For events 16 to 29 people

* Offer a limited choice menu with up to 3 entrée selections.
* Final counts/dinner selections are due with the guaranteed number 4 Days prior to the event.
* Bar offerings will be predetermined: spirits (basic cocktails), wine and beer.

For events 30 to 40 people

* Offer a set menu or a buffet style menu
* Final guarantee number 4 Days prior to the event.
* Bar offerings will be predetermined: spirits level (w/basic cocktails), wine and beer.

For events of more than 40 and up to 75 people (would need to spread between the patio and lounge)

* Offer cocktail-style parties, with heavy hors d’oeuvres or buffet style options.
* Final guarantee number 4 Days prior to the event.
* Bar offerings will be predetermined: spirits level (w/basic cocktails), wine and beer.

**Pricing and Minimums:**

The price per person will range based on the menu. Lunch will typically fall in the $35-$50 per person range, while dinners will typically range from $70-$85. For lunch, the basic options might include a soup and salad with protein; or a basic house salad and light entrée. Lunch service will include a first course, entrée and assorted warm cookies. For dinner, the basic options might include a soup or salad along with a beef, chicken and fish entree. Dinner will include first course, entrée, dessert, and coffee service. The above offerings are just a sample, and pricing is subject to change based of cost of goods and menu selections.

We require a F&B Minimum of $1000 on Wednesday/Thursday and $1500 on Friday/Saturday for the dinner period. For the lunch period, the minimum would be $500. For events that do not include a meal period, there would be a Room Fee of $250 for set up and usage. Food and Beverage charges would be additional and based on selection and consumption. We do not allow outside food and beverage to be brought in without prior approval (for items like specialty cakes.)

A credit card is needed to secure the reservation/booking. Nothing will be charged as a deposit upon confirming the reservation. However, should you need to cancel within 2 weeks of the event, there will be a cancellation fee of 25-75% of the F&B Minimum. The charge is dependent upon how close to the event date the cancellation occurs, and whether a replacement event can be booked.