

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

*The East Gallery or West Gallery **\$550.00+***

*The East Gallery Combination or West Gallery Combination **\$775.00+***

*The Grand Gallery **\$1,100.00+***

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

Food and Beverage Minimums

Note: Saturday rates apply on Holidays & Holiday Weekends

FRIDAYS & SUNDAYS 5:00PM- 11:00PM/12:00AM

The East Gallery \$10,000++

The West Gallery \$7,000++

The East Gallery Combination \$19,000++

The West Gallery Combination \$16,000++

The Grand Gallery \$26,000++

SATURDAY 5:00PM-12:00AM

The East Gallery \$12,000++

The West Gallery \$8,800++

The East Gallery Combination \$22,000++

The West Gallery Combination \$18,000++

The Grand Gallery \$30,000++

OVERTIME

All rooms per hour \$500.00++

All rooms per half hour \$250.00++

Ceremonies in the Campbell Gallery \$1,500.00+

**Ceremony fee includes rental of room for 1 hour, theater style seating and riser*

Ceremony & overtime fees are subject to California sales tax 21% service charge and sales tax applies to all food and beverage

SIMPLICITY PACKAGE

Buffet or Served Dinner

Complimentary Champagne & Sparkling Cider Toast

Soft Drinks & Juices behind bar

Two Bottles of House Wine per table

Coffee, Decaf & Tea Station

Choice of Tablecloth & Napkin Color

Cake Cutting Service

Votive Candles & Mirror

Assorted Dinner Rolls & Butter

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*)

PASSED HORS D'OEUVRES

Grilled Chicken Skewers

Spanikopita stuffed with Feta & Spinach

Mushroom Caps stuffed with Spinach

Meatballs in Dill Sauce

Brie Quesadillas with Pear Salsa

Beef Tartlet on Crostini

Roma Tomato Salsa on Garlic Crostini

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

Garden Salad with Mixed Greens, Tomatoes, Carrots, Red Onions, Crotons, Ranch Dressing

Garbanzo Bean Salad with Red Onions, Cilantro, Bell Peppers & Seasoning

Greek Salad with Tomato, Cucumber, Red Onions & Feta

Caesar Salad with Croutons & Parmesan Cheese

CHOICE OF TWO ENTRÉES & ONE VEGETARIAN

Champagne Chicken 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 **or** Mango Chutney*

Oven Baked Almond Crusted Tilapia with a creamy cilantro lemon sauce

Roasted Pork Loin with Sautéed Mushrooms in a Marsala Wine Sauce

Marinated Tri-Tip with a Cabernet Reduction Sauce

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

Tri-Color Tortellini with Basil Consommé

Polenta on a bed of Sautéed Ratatouille & Parmesan Cheese

Roasted Zucchini Stuffed with Sautéed Vegetables and Crusted Parmesan Cheese

Eggplant Lasagna, breaded Eggplant with Mariana Sauce and Cheese Blend (Buffet only)

Chicken & Shrimp Picatta with Capers & White Wine Glaze add \$3.75++ per guest (Served dinner only)

New York Steak add \$3.50++ per guest (Served or Buffet)

Prime Rib Carving Station add \$4.95++ per guest (\$75.00 Carver Fee applies)

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

CHOICE OF TWO ACCOMPANIMENTS

Wild Rice Pilaf

Fresh Seasonal Vegetables

Roasted Garlic Potatoes

Sautéed Green Beans with Shallots & Garlic

Garlic Mashed Potatoes

Broccolini with Baby Carrots

Au Gratin Potatoes

3 Entrée Buffet \$69.50++ pp (\$91.87*inclusive per guest)

**Includes: Bread, 2 Salads, 2 Meat Entrée, 1 Vegetarian Entrée & 2 Side*

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

Served Dinner \$72.00++ pp(\$95.18*inclusive per guest)

** Choice of: 1 Salad, 2 Meat Entrée, 1 Vegetarian Entrée & 2 Side and Assorted Bread Rolls*

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

Children 10 years and under:

\$38.00++pc(\$50.23*inclusive per guest)

Includes: Choice of a served kids meal, fruit cup, unlimited Soft drinks & Juices.

**Includes 21% gratuity, staffing, set-up, clean-up & sales tax*

Personalized Package

Buffet or Served 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

Votive Candles & Mirror

Cake Cutting Service

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

PASSED 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

Beef Teriyaki Skewers

Grilled Asparagus Wrapped in Prosciutto

Smoked Salmon on Crostini With Lemon Cream

CHOICE OF TWO SALADS

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

Baby Spinach Salad with Raspberry Vinaigrette, Dried Cranberries & Nuts

Garden Salad with Mixed Greens, Tomatoes, Carrots, Red Onions, Crotons, Ranch Dressing

Garbanzo Bean Salad with Red Onions, Cilantro, Bell Peppers & Seasoning

Greek Salad with Tomato, Cucumber, Red Onions & Feta

Caesar Salad with Croutons & Parmesan Cheese

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 or Mango Chutney*
- Oven Baked Almond Crusted Tilapia with a creamy cilantro lemon sauce*
- Roasted Pork Loin with Sautéed Mushrooms in a Marsala Wine Sauce*
- Marinated Tri-Tip with a Cabernet Reduction Sauce*
- Sirloin Carving Station (\$75.00 Carver Fee applies)***
- Penne Fresco with Spinach, Mushrooms, Tomatoes & Artichoke Hearts in a Creamy Pesto Sauce*
- Tri-Color Tortellini with Basil Consommé*
- Polenta on a bed of Sautéed Ratatouille & Parmesan Cheese*
- Roasted Zucchini Stuffed with Sautéed Vegetables and Crusted Parmesan Cheese*
- Stuffed Wild Mushroom Ravioli in a White Cream Sauce (Served dinner only)***
- Eggplant Lasagna, breaded Eggplant with Mariana Sauce and Cheese Blend (Buffet only)*
- Chicken & Shrimp Picatta with Capers & White Wine Glaze add \$3.75++ per guest (Served or Buffet)*
- Pork Tenderloin topped Shrimp in a Cabernet Pear sauce add \$3.75++ Per Guest (Served or Buffet)*
- New York Steak add \$3.50++ per guest (Served or Buffet)*
- Prime Rib Carving Station add \$4.95++ per guest (\$75.00 Carver Fee applies)*
- Filet Mignon add \$5.00++per guest (Served dinner only)*

CHOICE OF TWO ACCOMPANIMENTS

- | | |
|--------------------------------|---|
| <i>Wild Rice Pilaf</i> | <i>Fresh Seasonal Vegetables</i> |
| <i>Roasted Garlic Potatoes</i> | <i>Sautéed Green Beans with Shallots & Garlic</i> |
| <i>Garlic Mashed Potatoes</i> | <i>Broccolini with Baby Carrots</i> |
| <i>Au Gratin Potatoes</i> | |

CHOICE OF THREE AMENITIES

Wedding Cake

Passed Champagne for Cocktail hour

Seated Dinner Service

Floral Centerpieces

Overlays or Specialty Linens

Uplighting around Room

Pipe & Drape (White or Black)

One wall per amenity

5 Hours DJ Services from DJ Kimbrough

100 Guest Minimum or use as two amenities

5 Hours DJ Services from Elite Entertainment

150 Guest Minimum or use as two amenities

5 Hours DJ Services from Gatsby Entertainment

150 Guest Minimum or use as two amenities

3 Hour Photo Booth

150 Guest Minimum or use as two amenities

Chiavari Chairs (Silver or Gold) \$1.50++ea Upgrade

Or Use as two amenities

3 Entrée Buffet \$90.00++ pp (\$118.97*inclusive per guest)

**Includes: Bread, 2 Salads, 2 Meat Entrée, 1 Vegetarian Entrée & 2 Side*

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

Served Dinner \$92.50++ pp(\$122.27*inclusive per guest)

** Choice of: 1 Salad, 2 Meat Entrée, 1 Vegetarian Entrée & 2 Side and Assorted Bread Rolls*

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

Children 10 years and under:

\$49.00++pc(\$64.77*inclusive per guest)

Includes: Choice of a served kids meal, fruit cup, unlimited Soft drinks & Juices.

**Includes 21% gratuity, staffing, set-up, clean-up & sales tax*

BAR PACKAGES

The Usual:

Draft Beer & Cash Bar:

\$16.00++

For five hours

The Traditional:

Draft Beer, House Wine & Cash Bar:

\$18.00++

For five hours

The Priceless:

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

\$24.00++

For five hours

The Finest:

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

\$28.00++

For five hours

The Full Package:

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

\$33.00++

For five hours

HOSTED OR CASH BAR**CREDIT CARD**

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|--------------------------------|----------|----------|
| Soft Drinks: | \$3.00* | \$3.25+ |
| Juice: | \$3.00* | \$3.25+ |
| House Wine: | \$6.00* | \$6.50+ |
| Tap Beer: | \$5.00* | \$5.50+ |
| Bottled Beer: | \$6.00* | \$6.50+ |
| Well Brands: | \$7.00* | \$7.50+ |
| Premium Wine: | \$9.00* | \$9.50+ |
| Premium Brands: | \$10.00* | \$10.75+ |
| Salmon Creek Champagne: | \$7.00* | \$7.50+ |
| Bottle Salmon Creek Wine: | \$27.00* | \$28.25+ |
| Bottle Salmon Creek Champagne: | \$28.00* | \$29.25+ |
| Bottle of Premium Wine | \$38.00* | \$39.75+ |

*Does not include gratuity, set-up, clean-up, staffing & sales tax
++21% Service charge and sales tax applies to all food and beverage

Beverages and prices subject to change without notice

ADDITIONAL BAR INFORMATION

Additional items may be added to the Traditional, Priceless & Finest Packages:

Bottled Beer \$2.00++ per guest

Champagne \$1.00++ per guest

Premium Wine \$3.00++ per guest

A cash bar service or hosted tab requires a \$150.00 plus tax per bartender charge for 5 hours. An additional charge of \$30.00 plus tax per hour per bartender applies after 5 hours.

When bringing in your own Wine or Champagne a Corkage fee of \$12.00++ per 750ml bottle & \$24.00++ per 1.5ml bottle will apply.

A minimum of \$5.00++ per guest "Essential" bar package is required for all evening booking

MISCELLANEOUS

Mahogany Chiavari Chairs \$3.75++ea
**Limited quantities Mahogany*(350 max)*

Chiavari Chairs \$5.50++ea
Limited Silver and Gold

Chair Covers with Sashes \$4.25++ea

Additional Votive Candles \$0.75++ea

Uplighting \$25.00++ea

Pipe & Drape \$850.00++

Chargers in Silver or Gold \$2.25++ea

Rod Iron Easels \$15.00++ea

Tall cocktail tables \$12.00++ea

72" Round tables \$17.00++ea

White Column 48"-\$25.00++ea

OVERLAYS & LINENS

Polyester Overlay \$10.00++ea

Poly & Matte Satin \$16.00-\$28.00++ea

Iridescent Crush Linens \$27.00- \$29.00++ea

Striped & Satin Overlay \$17.00++ea

Striped & Satin Overlay \$18.00++ea

Sequin Linen \$65.00++ea

ENTERTAINMENT & DESSERT

3 Hours Photo Booth Service \$875.00++ea

5 Hours DJ & MC Services from DJ Kimbrough \$900.00++

5 Hours DJ Services from Elite Entertainment \$950.00++

5 Hours DJ & MC Services from Gatsby Entertainment \$1,100.00++

Wedding cake \$5.00++ per person

21% Service charge and sales tax applies to all rental and purchase items

Delivery fees may apply on some rental items.

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: \$950.00

Villa Ragusa's Preferred Vendor List

Bakeries

*Cake Expressions by Cero 408.295.2253 cakeexpressions.com
Sugar Butter Flour 408.732.8597 sugarbutterflour.com
Not Just Cheesecake's 408.395.6091 www.notjustcheesecakes.com

Espresso Bar:

Tico's Coffee Roasters 408.256.1004 www.ticoroasters.com
mariana.faerron@ticoroasters.com

Florists

*Citti's floral 408.371.7000 christophercitti@cittisflorist.com
*Rosies and Posies 408-378-4046 rosiesandposies.com
*Blooming Bouquet 408.292.8311 bloomingbouquet.com
Bloomster's 408.268.5518 bloomsters.com
Flowers by Edgar 408.836.1605 edgar@flowersbyedgar.com
Asiel Design 408.280.7078 www.asielfdesign.com

Chair Covers/Draping/Chairs

Elegant Chair Décor 408-239-6634 info@elegantchairdecor.com
Cover Ups 925.757.6439 coverupsrentals.com
A Party Place 408.871.0752 www.apartyplace.com
DEKKO88 Inspired Furniture 844.335.5688 info@dekko88.com

Casino & Games

Pair a Dice Casino Parties 408.988.3423 info@pairadicecasino.com
Video Amusement, Inc 650.871.5852 www.videoamusement.com
Darryl Scotti Events, Inc 408-298-3001 donna@thegreatevent.com & 4SCasinoParty.com

Decorations

Balloonatics 408.866.8206 balloonaticsevents.com
AMB Design 408.942.0852 ambdesigns.com
Dynamic Sound & Lighting 800.791.9890 WWW.DYNAMICSOUNDANDLIGHTING.COM

Music

*Kimbrough Salas 650.962.8810 salasmusic@sbcglobal.net
*Gatsby Entertainment 415.497.3989 Max@Gatsbyentgroup.com
THATsoundCA 408.203.2044 soundcloud.com/that-sound-ca
DJ Aaron Dalugdug 408.649.6536 ImageSource Entertainment
Sound in Motion 408.354.4050 simdjs.com
Joel Nelson Productions 408.446.5000 joelnelson.com
*Elite Entertainment 408.733.8833 kevin@e3music.com

Photographers

| | | |
|---------------------------|--------------|--|
| Brandon Busa | 408.891.5642 | brandon@photographybybusa.com |
| Jill Johnson | 408.402.3709 | jilljohnsonweddings.com |
| Brian MacStay Photography | 925.348.8856 | http://www.brianmacstay.com/ |
| Karen Tamaki | 408.370.2212 | www.karentamaki.com |
| Michael James | 408.483.1722 | MICHAEL@MICHAELJAMESPHOTOSTUDIO.COM |
| Harry Who Photography | 408.209.5133 | harry@harrywhophotography.com |
| Choco Studio Photography | 650.906.0445 | www.chocostudio.com |

Videographers

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|----------------------------|--------------|--|
| Infinity Video Productions | 408.720.0281 | infinityproductions.com |
| Custom Video Connection | 408.267.3012 | cvc-video.com |
| A Video Reflection-David | 408.836.9440 | www.avrfilms.com |
| Video Madness | 408.441.1619 | videomadness.com |

Photo Booth

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|--------------|--------------|--|
| *Photo Works | 800.990.8445 | photoworksinteractive.com |
| Tapsnap | 408.966.0723 | www.tapsnaphemes.com |

Hotels

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|--------------------------|--------------|--|
| The Courtyard by Marriot | 408.626.9590 | www.marriot.com/sjccc |
| Larkspur Landing | 408.364.1514 | larkspurhotels.com |
| Town Place Suite | 408.370.4510 | marriot.com/hotels |
| Double Tree by Hilton | 408.559.4300 | Christine.fortune@Hilton.com |

Staffing

| | | |
|--------------|--------------|---|
| Alex Hopkins | 408.348.5013 | www.stellarservice.net / alex@stellarservice.net |
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Invitations

| | | |
|------------------------|---------------|--|
| Marizette's Invitation | 408.834.7884. | www.marizette.com |
|------------------------|---------------|--|

Hair & Makeup

| | | |
|-------------------|--------------|--|
| Beauty by Cherise | 408.710.2985 | hairbycherise@gmail.com |
| Shirrell Beauty | 408.641.1730 | shirrellbeauty@gmail.com |
| Lainys Makeup | 408.537.3160 | makeupbymarlania@gmail.com |

Security

| | | |
|----------------------|--------------|--|
| American Scientific | 408.425.8172 | rpalermo@asiagency.us |
| Investigation Agency | 650.600.1204 | |

Valet, Shuttle & Limo Services

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|--------------------|--------------|--|
| Corinthian Parking | 888.708.4376 | www.corinthianparking.com |
| ENC Valet | 916.993.6796 | www.encvalet.com |