



## PRIVATE PARTY INFORMATION

AT CASA DEL BARCO  
320 SOUTH 12TH STREET RICHMOND, VA 23219

### RESERVE YOUR SPACE

#### PATIO

The patio at Casa del Barco can seat up to 40 guests for a plated lunch or 60 for a limited seating hors d'oeuvres event. There is a \$500 location fee for use of the patio.

#### Food and Beverage Purchase Minimum:

3 hour event, Sunday-Thursday: \$2000  
Friday and Saturday evenings: \$2400  
Daytime events, until 4pm: \$1000

#### Deposit:

Payment of a \$500 deposit and completion of a reservation contract are required to reserve the patio.

#### Guaranteed Guest Count

The final, guaranteed guest count is required seven days prior to the event date and time.

In the event of inclement weather, the patio can be tented for an additional charge.

#### RESTAURANT BUYOUT

A restaurant buyout gives guests exclusive access to the entire restaurant, bar and patio space. The restaurant can seat up to 100 for a plated dinner and 150 for a limited seating hors d'oeuvres event.

#### Friday and Saturday Evening

##### Nov-Apr, Jul-Aug:

Four-hour event  
\$500 location fee  
\$8000 food and beverage minimum purchase requirement

#### Friday and Saturday Evening

##### May, Jun, Sept, Oct:

Four-hour event  
\$500 location fee  
\$12,000 food and beverage minimum purchase requirement

#### Sunday through Thursday Evening

Four-hour event  
\$500 location fee  
\$6,000 food and beverage minimum purchase requirement

#### Daytime, Monday-Friday

Three-hour event, ending by 3pm  
\$250 location fee  
\$3,000 food and beverage minimum purchase requirement

#### Deposit:

Payment of the location fee and completion of a reservation contract are required to reserve the restaurant.

#### Guaranteed Guest Count Confirmation:

Final guaranteed guest count and final payment are due 14 days prior to event.

#### GROUP DINNERS

Casa del Barco can accommodate up to 50 guests for a seated dinner. Dinner events begin at 5:30 pm.

#### Deposit:

Payment of a \$200 deposit and completion of a reservation contract are required to reserve the space.

#### Guaranteed Guest Count

A final, guaranteed guest count is required seven days prior to the event date and time.

#### BAR GROUPS

The bar at Casa del Barco is first come, first served. We can hold part of the bar for your group as long as they arrive by 5:30pm. After 5:30pm, the space will be released. Advance reservation required.