



## Booking Information and Frequently Asked Questions

### **How can I secure my event reservation and how far in advance can I do so?**

Groups choosing to book a Three Course Meal & Bocce Event, a Private Patio Buyout, or Full Facility Buyout can book up to one year in advance.

A Court Party Event can book up to six weeks in advance.

Events are secured with a \$250 non-refundable deposit. Private Event deposits range from \$500 to \$1,000. Deposit can be made by Visa, MasterCard, American Express, cash or check. Regardless of deposit form a credit card number must be on file for all event reservations. Once a deposit is secured a contract will be released. All contracts must be returned the following business day after receipt in order to complete the reservation process. All reservations regardless of party size are booked on a first come first serve basis.

### **How far in advance do we need to preorder our food selections and submit our final headcount?**

All food preorders and final headcounts are due to your event planner approximately 10 business days prior to your event. Your personal date for the final headcount will be noted on your contract.

Be prepared to inform your event coordinator which beverage service you would like to provide for your group as well.

Hosted Beverages – Any and all beverage added to the host’s bill

Limited Hosted beverages – Host narrows the selections they will provide  
Example: Just wine and beer, or Non-alcoholic only

Non-Hosted beverages – All guests will pay for their own beverages

Limited Beverages – Host to pre-select beverages to be offered to their guests  
Example: Host selects wine for the group. Wine may be selected in advance

or the day of the event from the server.

Drink Ticket – Each guest is given a pre-selected amount of drink tickets. Your event coordinator is given instruction on what the tickets can purchase and these beverages will be added to the host's bill.

Set dollar amount – Host will spend (example- \$100) in beverages then guests pay for their own

Many corporations and government facilities require beverage charges to be on a separate check. Our wait staff is trained to help with these types of events.

### **Can I bring in my own wine?**

If you do wish to bring in your own bottle of wine, a corkage fee of \$15 per 750ml bottle will be applied. Our staff is fully trained in all aspects of the Alcoholic Beverage Commission laws and will work with each group for a very successful event. ABC law states that wine is the only beverage allowed to be brought into a facility. We do reserve the right to refuse service if needed. Our goal is for all guests to have fun - yet respect all guests using our facility.

### **Can I bring in my own dessert?**

If you choose to bring in your own dessert, such as cakes, cookies, cupcakes or any other type of desserts, a charge in the amount of \$2.00 per person will apply. We will be happy to present, plate and serve your dessert for your group as well as take care of all plate, utensil and clean up needs.

This fee will be waived for our Three Course Meal Events in substitution of the dessert included in the menu package.

### **What should we wear for our bocce play, is there a dress code?**

Due to special materials used on our Bocce Courts, we ask that you wear low heeled or flat shoes. High heels are not permitted. Gentlemen, no tank tops or sleeveless shirts please!

### **Who can play bocce?**

It's a game that takes 5 minutes to learn but a lifetime to master!

Ages 5 to 95 can play bocce. Our courts are positioned right next to each

other so to respect all players we ask our younger guests to have a parental presence on the court while playing. We want all players to enjoy bocce time.

**How many people can play on one court at a time?**

Bocce can be played with 2 to 12 players. You have room for up to 12 players to play at one time on one court allowing everyone enough play time. You do not need an even number of players the game can be adjusted for any group size.

**Can I bring in my own decorations?**

You are welcome to bring in your own balloons, signs, flowers or any other decorative items. No confetti or nailed items allowed. Please notify us prior to your event if you will be bringing in decorations. Your event space may not be available until exactly your start time due to previous reservations. We are not responsible for any lost or stolen items. A clean up fee may be assessed if the area is not clean at the conclusion of your event. Table arrangements may be delivered in advance and our staff can put on the tables for the host.

**Service Charge/Tax:** A 20% service charge will be added to your final bill. This applies to all food and beverage. In addition, a 9.5% tax will be charged on all food, beverage and service charge. We are required by California state tax law to charge tax on any contracted service charge. Bocce fees and facility fees are not subject to the service charge.

**Payment:** An event deposit is due at the time of booking. Final Payment is due upon the conclusion of your event. We accept Visa, MasterCard, American Express, Discover card, and business check or cash. Sorry, no Diners Club.

**Cancellation Policies:** A credit card number must be kept on file for your event at the time of booking. From the moment we receive your contract and deposit other guests are turned away from utilizing our facility, if you cancel your event after signing the contract, you will be liable for a minimum charge. Prior to your 7 business days - final head count, the deposit fee will be forfeited. If you cancel after 4pm - 7 business days prior to your event you are liable for 100% of the event charges, which includes all food and bocce fees. All cancellations must be directed to your event coordinator.

~Thank you for choosing Campo di Bocce~  
SEMPRE BOCCE!