

THE CLIFT

ROYAL SONESTA HOTEL

WEDDINGS



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CLIFT WEDDINGS

COCKTAIL RECEPTION

One hour hosted deluxe brand bar

Passed wine, sparkling wine, two signature cocktails and mineral waters

Five passed canapés

PLATED, FAMILY STYLE OR BUFFET

Selection of soup or salad

Choice of two entrées and one silent vegetarian option

Bread and butter service

White, red and sparkling wines served tableside

Assorted petit fours

Coffee and tea service

Late night bite passed during last hour (one per guest)

CAKE

You are welcome to bring in a cake that our events team will slice complimentary. We are also happy to suggest local bakers and cake designers.

BAR

Deluxe bar for five hours

PRICING

\$300 per guest inclusive of tax and gratuity

\$50 inclusive per guest to order entrees on site for plated meals

\$300 bartender labor inclusive of tax per bartender, one per seventy-five guests

\$250 coat and gift attendant, labor inclusive of tax

COMPLIMENTARY INCLUSIONS

Background music, soft seating, hardwood dance floor, tables, chairs, white linens, votive candles, chair covers, flatware, china, glassware and barware.

We offer a complimentary suite for the couple hosting an event of 30+ guests and discounted room rates for your guests, subject to availability.

WEDDING PLANNING

At The Clift Royal Sonesta Hotel we require that you hire a day of Wedding Planner to assist you. We are happy to make recommendations for a planner based on your needs.

Based on a five hour event.

WEDDINGS



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EVENT SPACE OVERVIEW

Each space requires a room rental charge based on your dates, timing and needs.

SPANISH SUITE

Located on the 15th floor, Spanish Suite features an indoor parlor, reminiscent of the historic mansions of San Francisco, complete with hardwood floors and a crystal chandelier. Spanish Suite boasts a fully tented weather-proof terrace and an open-air balcony, offering guests expansive views of San Francisco.

Ceremony, Seated Dinner & Reception: 72 Guests

Guests Reception Only: 125 Guests

Guests Ceremony: 90 Guests



WEDDINGS



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ROYAL SONESTA HOTEL

EVENT SPACE OVERVIEW

Continued

RITA AVA

Rita and Ava combine to offer a stunning space located on the Mezzanine level embellished with dramatic white velvet drapes, etched Venetian mirrors and modern banquet furniture by Philippe Starck.

Seated Dinner & Reception: 108 Guests

Guests Reception Only: 150 Guests

Guests Ceremony: 140 Guests



WEDDINGS



EVENT SPACE OVERVIEW

Continued

VELVET ROOM

Conveniently located on the lobby level, Velvet Room is fashioned with plush velvet drapes, mahogany and handblown Murano glass lamps, and sweeping 20 foot high ceilings to make for a captivating and romantic environment.

Seated Dinner & Reception: 100 Guests

Reception Only: 150 Guests



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EVENT SPACE OVERVIEW

Continued

REDWOOD ROOM

The Clift Royal Sonesta Hotel's iconic and historic Redwood Room combined with Velvet Room reinvents the elegant and modern San Francisco event space. Original Redwood paneling, a custom etched Venetian bar, and digital artwork create a glamorous and unique atmosphere.

Reception Only: 150 Guests

VELVET & REDWOOD ROOM

Seated Dinner & Reception: 150 Guests

Reception Only: 350 Guests



WEDDINGS



ENHANCEMENTS

MUSIC

We are happy to suggest preferred DJ's and musicians or you are welcome to bring in your own. All outside vendors must be independently insured. Music must conclude at 12:00AM.

SIGNAGE

No signs, banners, or displays shall be displayed in any public area of the hotel. The Hotel will not permit the affixing of anything to the walls, floors, windows, or ceilings throughout the property.

PARKING

We are pleased to offer valet parking services and there are a variety of parking garages within a five block radius of the hotel as well.

TRANSPORTATION

The Clift Royal Sonesta Hotel works with a luxury transportation company to provide services for guests in the area to and from your event. Please inquire with your Wedding Professional for contact information.

GUEST ROOM OR SUITE

We recommend that you reserve a guest room or suite for the bridal party to prepare for your big day. Reserving a room the night before and the night of your wedding will guarantee that you and your bridesmaids have a space to relax, prepare and celebrate in style. We offer a complimentary suite for the wedding couple hosting an event of 30+ guests and discounted room rates apply, subject to availability.

REDWOOD ROOM RESERVATIONS

Continue the celebration with a reservation in our iconic bar, Redwood Room. Reservations are subject to availability and minimums may apply. Please inquire with your Wedding Professional for additional information. Please note that Redwood Room will be open to the public and reservations will not be private.

STORAGE

The Clift Royal Sonesta Hotel cannot store rental items or décor above and beyond what is agreed. Décor and other small items may be stored upon request at the hotel up to 72 hours prior to the event. All outside decor must be picked up at the conclusion of your event unless otherwise agreed upon. The Clift Royal Sonesta Hotel is not responsible for damages or lost property.

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WEDDINGS



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Continued

VENDORS

All outside vendors must be independently insured. Loading and unloading will be determined per event and arranged through your Wedding Planner and Hotel Wedding Professional.

DEPOSIT

An initial non-refundable deposit of a minimum of 50% of the estimated total cost of the function will be required to hold the banquet space and will be due and payable as stipulated in your event contract. An estimated prepayment of the balance of the function will be due and payable 14 days prior to the date of the function. Payments may be made by check, credit card, or wire transfer.

TAX & SERVICE CHARGE

A 24% service charge and current sales tax percentage are added to all food and beverage charges. Please note that the service charge is taxable and food and beverage prices are subject to change without notice.

LIABILITY POLICY

Event insurance is required for all events. It is very inexpensive, usually under \$100. We unfortunately cannot recommend an agency by law. They are easy enough to find via an online search. Events must be confined to room rented and scheduled. The Hotel reserves the right to exclude or eject any and all objectionable persons from the function, or hotel premises without liability. Client agrees that all guests of the event will vacate the function space at the closing hour as indicated and agrees to reimburse the Hotel for any wage payments or costs incurred due to a failure to comply. The Hotel will not assume any responsibility for the damage or loss of any merchandise or articles left in the hotel before or after your function unless prior arrangements have been made.

FOOD & BEVERAGE ENHANCEMENTS

Additional canapé, cheese course or intermezzo sorbet \$12 per guest

Children and vendor meals \$60 per guest

LINEN, FURNITURE & DÉCOR RENTALS

You are welcome to bring in rental items such as linens, furniture, china, stemware, glassware etc. from outside rental companies. These items are not included in your pricing and would be at cost to you. We offer a variety of options through our preferred vendors.

WEDDINGS



ENHANCEMENTS

Continued

PRINTING SERVICES

We are happy to print your menus and/or place cards on The Clift stationary and font. Menu cards are \$5 each, place cards are \$5 each.

DECORATIVE LIGHTING

Choose from an expansive palette to transform the space into your favorite color. \$100 per up light can be arranged through our audiovisual department.

CEREMONY SOUND SYSTEM

Wireless microphone and sound system

FOOD & BEVERAGE MINIMUM

The food and beverage minimum is the least amount you are required to spend on any combination of food and beverage. This amount does not vary based on the final number of guests in attendance. If less than the food and beverage minimum is achieved, the difference will be charged to meet the minimum.

MENU SELECTIONS

Menu selections are to be submitted at least three weeks prior to the event date. All menu prices and ingredients are subject to change, with appropriate notification. The guest count guarantee must be received prior to 11:00AM seventy-two (72) business hours in advance or the original number of persons specified on the event order will be charged. If the actual number falls below the meal guarantee at the event, the host is responsible for the number guaranteed. Upon request, the Hotel will set for up to 5% above the guarantee for plated meals.

TASTINGS

Complimentary tastings are offered for the wedding couple with food and beverage minimums over \$6000. Tastings are by appointment. Tasting requests must be made a minimum of two weeks prior to the requested date and must take place a minimum of two weeks before the wedding. Tastings take place between 11:00AM - 2:00PM Tuesday - Thursday. Tastings include two starters, three entrées, tasting of house red and white wine. Additional guests are welcome to join for \$75++ per person.

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Continued

OUTSIDE CATERING

All food and beverage must be purchased through the Hotel. Per Hotel policy food and liquor cannot be brought into the Hotel from outside sources with the exception of the following: wine may be brought in for a corkage fee of \$30++ per bottle. The Hotel also prohibits the removal of food from the hotel premises. Exceptions can be made for food and beverage additions for religious or cultural traditions. We require your cake to be brought in from an outside baker of your choice.

LABOR CHARGES

A labor charge of \$150 per meal period will apply for all food functions of fewer than 25 guests. All events with alcoholic beverage service require a bartender. We require one bartender per seventy five guests. There is a bartender labor charge of \$300 for three hours. A \$75+ overtime charge per bartender per hour will apply for each additional hour. Should bar hours exceed contracted time, additional fees will incur. To ensure security of your guests' belongings, we require a coatroom attendant. Coatroom attendants are charged at \$250 per attendant. Attendants can accept and organize gifts on your behalf. Chefs and Carvers are required for certain menu items and are charged at \$225 per Chef. The Hotel can arrange security for your function, if needed. Security may be required based on your specific event needs. Current rates will apply.

EXTENSIONS

Additional fees and gratuities will be applied to extend the concluding time based on the original guarantee. If there is a request to extend the bar, overtime labor fees will apply, and the bar package will be increased accordingly per person for the original guarantee of the event. All events must conclude at 12:00AM depending on the date of the event.

AUDIOVISUAL

The Hotel can provide you with a highly trained audiovisual staff with the latest in technical equipment. Rates and information are available upon request. Please inquire with your Weddings Professional for additional information.