

# PARTY INFORMATION



## GROUP PARTIES AT CASA DEL BARCO

### MENUS

All groups reserving as a private party must use one of our party menus. As an alternative to a seated event, we do offer a heavy hors d'oeuvres menu. No outside food or beverage, with the exception of a professionally prepared special occasion cake, may be brought onto the property. All food and beverage prices are subject to 22% service fee and applicable VA state and local taxes.

### EVENT LENGTH

Parties are three hours long.

### FOOD AND BEVERAGE MINIMUMS

Quoted food and beverage minimums are before tax, gratuity and service charge.

### CANCELLATION POLICY

All deposits are non-refundable. Depending on cancellation date, liquidation damages may apply on estimated revenue or food and beverage minimum.

### BAR OPTIONS

We offer several different ways to customize your party bar:

- **CASH BAR:**

Any alcoholic beverage ordered by a guest is on the individual guest's separate tab.

- **HOST (CONSUMPTION BAR):**

Guests may order any alcoholic beverage, which is put on host's tab.

- **OPEN BAR:**

The bar is paid for by the host based on a per person charge. The guests have unlimited bar service during that time period.

### DECORATIONS

All decorating must comply with local health and safety codes, and should be preapproved by Casa del Barco. We do not allow the use of confetti or glitter, and ask that nothing be taped, tacked, or nailed to any surface. You have access to the property for set-up one hour prior to the event start time. Additional set-up time \$200/hour based on availability.

### CONTACT FOR THE PARTY

To make your party planning experience a little easier, we recommend having just one person to act as the contact for Casa del Barco event staff. This person should be listed on the contract as the contact for the party. This is the one person who will have the authority to make changes to the menu and provide the guaranteed guest count.

*For more information or to make a group reservation, please contact our Event Department at 804-729-5088 or [cdbevents@casadelbarcova.com](mailto:cdbevents@casadelbarcova.com).*



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## MEZCAL MEZZANINE

The handicapped accessible second-floor space overlooks the main floor of the restaurant can accommodate up to 40 people for an hors d'oeuvres party, and up to 32 guests seated for a buffet.

The following food and beverage minimum purchase requirements apply:

### All months:

Sunday-Thursday evenings: \$1000\*  
Friday & Saturday evenings: \$1200\*  
Daytime events, ending by 3pm: \$500\*

## ANEJO PATIO

A 4-season patio for your private event of up to 50 people for an hors d'oeuvre party, and up to 40 guests seated.

November through March, the Anejo Patio is enclosed. April through October, the patio is "open-air".

The following food and beverage minimum purchase requirements apply:

### April - October

Sunday-Thursday evenings: \$1500\*  
Friday and Saturday evenings: \$2000\*  
Daytime events, ending by 3pm: \$800\*

### November - March:

Sunday-Thursday evenings: \$1200  
Friday and Saturday evenings: \$1500  
Daytime events, ending by 3pm: \$600

### Mezcal Mezzanine and Anejo Patio party details:

**Deposit:** Payment of a \$200 deposit and completion of a reservation contract are required to reserve the Mezcal Mezzanine or Anejo Patio.

**Guaranteed Guest Count Confirmation:** A final, guaranteed, guest count is required 7 days prior to the event date and time.

## RESTAURANT BUYOUT

A restaurant buyout gives guests exclusive access to the entire restaurant, including the Anejo Patio, Mezcal Mezzanine, and reposado Rooftop for a 4-hour party. The restaurant can accommodate up to 200 guests for a limited seating hors d'oeuvres party. The following food and beverage minimum purchase requirements apply.

The rooftop is closed Nov - March. A Restaurant Buyout is "inside only" and has a maximum capacity of 125 guests.

### Jan, Feb, March, Nov:

Mon, Tues, Wed evenings: \$3000  
Friday and Saturday evenings: \$5000  
Sunday and Thursday evenings: \$4500  
Daytime, ending by 3pm: \$3000

### April - October, December:

Mon, Tues, Wed evenings: \$5000  
Friday and Saturday evenings: \$8000  
Sunday - Thursday evenings: \$6000  
Daytime, ending by 3pm: \$3000

### Deposit:

Payment of a \$1000 deposit and completion of a reservation contract are required to reserve the restaurant. An additional deposit will be due 60 days before the event.

**Guaranteed Guest Count Confirmation:** Final guaranteed guest count and final payment are due 7 days prior to event.

## REPOSADO ROOFTOP

The partially covered rooftop private bar is handicapped accessible, and can be reserved April through October for your party of up to 80 guests. The following food and beverage minimum purchase requirements apply:

### April - October:

Sunday-Thursday evenings: \$2000\*  
Friday and Saturday evenings: \$5000\*

Daytime events, ending by 3pm: \$1000\*

### Deposit:

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

### Guaranteed Guest Count

**Confirmation:** A final, guaranteed, guest count is required 7 days prior to the event date and time.

## BAR GROUPS

The bar at Casa del Barco is first come, first serve. We can hold a 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.

[casadelbarcova.com](http://casadelbarcova.com)

[facebook.com/casadelbarco](https://facebook.com/casadelbarco)

[instagram #casadelbarco](https://instagram.com/casadelbarco)

*\*Food and beverage purchase requirements may be higher on holidays or due to local events and activities.*