

## BIN 38 Event FAQ

### **Q. Where do most private events at BIN 38 take place?**

**A.** The majority of private events held at BIN 38 take place on our heated and tented garden patio for parties of 20 to 85. We also have a semi private space (Mendoza Room) in the main dining area that can accommodate up to 15 people for a seated dinner, along with space for another 15 in the open part of the dining room. The full dining room is available only as an add-on to a full patio reservation.

### **Q. Is there a time minimum or maximum for private events?**

**A.** All events are a standard three hours though it is possible to have more hours added.

### **Q. Can the fire pit area or patio couches be reserved?**

**A.** The fire pit can be reserved only as part of a full patio buyout. The couches can be reserved for up to 12 people seated. Both areas are best for wine and shared food (there is not enough table space for a traditional coursed dinner for a group).

### **Q. What is the patio guest capacity?**

**A.** *Standing receptions:* up to 60 guests (85 with fire pit inclusion)  
*Sit-down dinners:* 24 (2 tables of 12 next to each other) or 18 for one table.

### **Q. Does BIN 38 have a television available for private groups?**

**A.** Yes. For any group that reserves the full patio, they can utilize our 50" plasma screen with DirecTV channels or they can connect a laptop for slideshows or business presentations. For computer connections, clients must have an HDMI output on their PC's or bring a mini-DVI to female HDMI converter for Mac's.

### **Q. How is the food and beverage minimum determined?**

**A.** Food and beverage minimums are based on the day of the week, specific space requested and the start and end time of the event. Food and beverage minimums are calculated based on projected revenue we would normally have in the requested area at your requested time if there were no event scheduled. Your event manager will quote your minimum based on the criteria outlined above. All food and beverage will be rung on one master tab that can be paid with in cash or on up to five credit cards.

### **Q. Can the host place a portion of the food and beverage minimum on the master tab and have the guests spend their own money to make up the difference?**

**A.** Yes. We are happy to provide a no-host bar on the patio for a set-up fee of \$150. This fee is separate from and will not be applied to the food and beverage minimum.

### **Q. Do food and beverage minimums include tax and gratuity?**

**A.** No. Food and beverage minimums must be met or exceeded with the purchase of food and beverage. Tax and gratuity are calculated once the master tab has reached or exceeded the minimum set forth in the contract.

### **Q. What is the tax and gratuity rate?**

**A.** San Francisco county sales tax is 8.5% and gratuity for private events is 20%. In addition to sales tax and gratuity BIN 38 charges a 3% tax to all checks to support the San Francisco County Healthcare Initiative.

### **Q. How is the food and beverage menu planned for private events?**

**A.** Our special events manager will work closely with you to create a food and beverage menu perfectly suited to the tastes and preferences of you and your guests.  
*Standing receptions:* we have three tiers for both food and wine. Dependent on the amount of food desired for your party you can choose what tier suits you and your guests the best. Beverage is an open bar per person charge set amount with three options. Please see both menus to see what type of customizations can be made for your event. All choices are pre-selected and can only be requested to change given 48hrs notice.  
*Sit-down dinners:* the chef will work with you and your party planner to design a menu that will suit your needs. Generally we will do family style coursed menus to ensure the most proper timing for food to arrive for you and your guests.

### **Q. How are beverages selected?**

**A.** All beverages are determined through a tiered system. Substitutions are able to be made with adjustments to the per person charge. We will guide you through our tiered wine options and in addition add three beers to your list (we do not have a liquor license). Our current selection is online. You can select any tier of wines and an additional 2 beers dependent on the price range you'd like to stay in.  
*Standing receptions:* one sparkling wine, two or three white wines, two or three red wines, two or three beers and one dessert wine if appropriate.  
*Sit-down dinners:* preset wine pairings with each course the guest selects or we will work with you to select 2-3 wines by the bottle that will match well with a variety of food options. We love assisting in selecting your beverages so please ask for our help.

### **Q. How is the food menu selected?**

**A.** All current private event menus are available on our website, but are subject to change based on seasonal changes and availability. Your event planner will carefully guide you through the choices to create the perfect fit for your event.

### **Q. What if after selecting the food and beverage tiers, they don't equate to the minimum?**

**A.** After selecting your tiers, finalizing your guest count and selecting your food and beverage options if you are under the minimum the difference will be made up in a room charge fee to get you to the minimum.

### **Q. Can we bring our own wine?**

**A.** While we encourage you to choose from our carefully selected list, we understand you may have a special bottle. Corkage is \$20/btl for the first two bottles and \$40/btl after that.

### **Q. Can we bring our own cake or cupcakes?**

**A.** While we do have an outstanding dessert list, you can bring in a cake or cupcakes for an additional fee of \$2/person. We will plate and serve your dessert at any time you'd like during your event. Outside dessert fees will be waived for full patio events or larger.

### **Q. Can we bring in decorations?**

**A.** Generally we allow most outside decorations (e.g. floral arrangements), but must be approved by our event planner and included in the contract.

*We make every effort to have your exact wine, beer and food selections for your event, though we reserve the right to replace any item with similar products at the same price should one or more not be available the day of your event.*

*BIN 38 reserves the right to modify all guidelines at any time and all event details will be outlined in the client contract.*