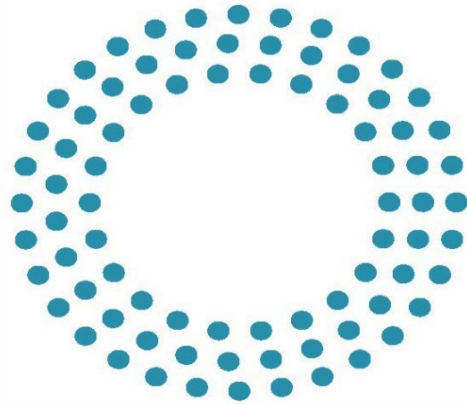

BANQUET INFORMATION



THOUSAND OAKS INN

& BANQUET CENTER

PACKAGE SUMMARY



SPACES

Ballroom

2400 Square feet - 180 max

Garden Room

960 Square feet - 80 max

Orchid Room

504 Square feet - 30 max

Rose Room

456 Square feet - 30 max

*MENU SELECTIONS

(Pricing Based on 100 guests)

(Contact us for a customized quote for smaller events)

Italian Fair

UPGRADE MENU SELECTIONS

Backyard BBQ

All American

Enchilada

Fajitas

California Taco Street

Santa Maria BBQ

South of the Border BBQ

Custom BBQ

Luau

Tropical

Holiday

Greek

*(*All Food & Beverage prices quoted are subject to a 22% Service Charge "Plus" Local Sales Tax)*

ADD-ONS

BAR SERVICE

Bar Set-Up Fee

A private Bartender plus all needed supplies

Minimum Required Sales

Can be met one of 3 ways:

Hosted Bar

Host will pay for the required \$600 minimum and the bar will go to cash sales after minimum is met

Combination Bar

Only one or two drinks will be hosted up to the minimum, all other drinks will be on a cash basis

Cash Bar

Guests to pay for their drinks. If total bar sales are less than

ROOM ENHANCEMENTS

Chair Covers with Color Sash

Round Table Cloth

Table Runners

Ceiling Swag

Window Draping

Up Lighting

Centerpieces:

Chivary Chairs

Custom Monogram White Dance Floor

(All prices quoted are subject to local sales tax)



PRICING INCLUDES

Tables	Yes	Includes "all" round and long tables required
Chairs	Yes	House banquet chairs included
Linen	Yes	Select from available house color linen
Unlimited Beverage Station	Yes	Coffee/iced tea/lemonade/water station
Set-up and Breakdown	Yes	Room set to specifications and cleaned at closing
Cake Cutting	Yes	Our staff will cut and serve cake to your guests at no extra cost

STAFFING

Servers	Yes	Number needed based on final guarantee
Houseman	Yes	Set-up/breakdown of the function space
Venue Coordinator	Yes	From start to finish of your event

HOTEL ACCOMMODATIONS



Guest Room Block Information

We strive to help create special memories for our guests.

A courtesy room block includes up to ten rooms with a locked-in discounted rate until 21 days before arrival date, any rooms not reserved will be returned into our inventory at no charge to the customer.

We have room types for every budget:

Single King (our most economical for up to two people)

King Bed Deluxe (with a pull out Queen sofa sleeper)

King Bed Executive (with Queen sofa sleeper and work desk)

Two Queen Beds (very spacious with a balcony)

One Bedroom Suite (with king bed, jacuzzi, and separate living room area with a pull out sofa sleeper)

We are here to see that we exceed your guest's expectations.

Please contact Kristina in our sales department at:
805-497-3701 or email at: Kristina.Lecka@thousandoaksinn.com



DISCLOSURES

Non-Included Items

You may provide your own wedding cake, flowers, photographer, music, DJ and clergy person.

Removal and clean-up of floral arrangements, decorations and items not provided by TOI Banquet Center is the client's responsibility.

Additional labor may be arranged for this at your expense.

Any leftover food may not leave the premises.

Payment

A deposit equal to 50% of your site fee or \$750 minimum, whichever is greater, is required to reserve your date.

Deposits are paid to TOI Banquet Center and are non-refundable.

Your final guest count along with payment in full for your event is required 10 days prior to your event date.

Meal prices can not be guarantee until 30 days prior to the event date

Hours

Any time starting from 10:00 AM until 10:00 PM.

The maximum event length from your starting time to the end of the reception is (5) hours.

When having a ceremony in the Courtyard, add (1) extra hour.

You may come (2) hours prior to your wedding/event for pictures.

Additional hours of event time are available for an additional charge.



**THOUSAND
OAKS INN**
& BANQUET CENTER

PREFERRED VENDORS

<i>Music</i>	<i>Officiants</i>	<i>Wedding Planners</i>
Bruce Barrios 805-658-7565	Rights of Passage 805-216-0649	Blossoms Events 805-416-6809
In The Mix 805-659-4235	Dr. Kimberly Wilkes 818-264-6174	A Perfect Event By Carmen 805-659-4235
Matt Graumann 805-581-5455	Cliff Housego 805-358-9656	All Occasions Event 805-581-5455
Time of Your Life 805-557-4900	Celebrate Two 805-231-0321	Bella Dia Weddings 818-651-2071
Thousand Oaks DJs 805-494-9787		
Lampster Entertainment 661-713-4057		
Coastal Events 805-218-9075		
Jason Sulkin Music 805-807-7577		
Harp Music By Vonette 805-647-0650		

<i>Photographers</i>	<i>Florist</i>	<i>Wedding Cakes</i>
Hanna Snyder 805-405-5854	Shell's Petals 805-659-4449	Skiff's Cakes 805-582-4882
Joey Carman 818-268-8757	Flowers by Maria 805-522-2716	Frost It Cupcakery 805-379-0390
Maria McCarthy 818-597-1792	Angela's Florists 805-498-6696	Pastry Girl 123 818-903-5070
Michael Adams 805-990-9675	Unique Floral Designs 805-522-1669	A Gift of Cake 805-278-8233
		Hansen's Cake 818-708-1208
		I Would Rather Be Baking 805-844-8893

<i>Photobooth</i>	<i>Linen Rental</i>
Photo Bombed 805-290-6083 BW Photobooth (ask for pricing)	Dreams America 805-276-9210

Event Insurance (REQUIRED) order here: www.vensura.co/venues/toi-banquet-center