

# THE WOMEN'S FACULTY CLUB

## SPECIAL EVENT ROOM RENTALS



|   | <b>Weekdays</b><br>Monday - Friday | <b>Weekends</b><br>Saturday - Sunday |
|---|------------------------------------|--------------------------------------|
| <b>LUCY WARD STEBBINS LOUNGE</b>  |                                    |                                      |
| <i>(40 people maximum for seated event; 49 people maximum for reception)</i>              |                                    |                                      |
| Breakfast or Lunch only (2 hours) .....   | \$ 91.00                           | \$275.00                             |
| All-day (8 hours) .....   | \$488.00                           | \$800.00                             |
| Reception (2 hours) .....   | \$443.00                           | \$695.00                             |
| Dinner (2.5 hours) .....  | \$567.00                           | \$850.00                             |
| Each Additional Hour .....  | \$180.00                           | \$235.00                             |
| <i>*Additional furniture charges apply. (Rental includes 1 table for up to 10 People)</i> |                                    |                                      |
| <b>CHARLES &amp; LAURENE WU MCCLAIN BOARDROOM</b>   |                                    |                                      |
| <i>(18 people maximum; Dinners require minimum of 14)</i>                                 |                                    |                                      |
| Breakfast or Lunch (2 hours).....   | \$ 82.00                           | \$185.00                             |
| Meetings only (2 hours) .....   | \$165.00                           | \$335.00                             |
| Dinner only .....   | \$420.00                           | \$695.00                             |
| Dinner with Reception in Lounge .....   | \$650.00                           | \$925.00                             |
| All-day (8 hours) .....   | \$385.00                           | \$695.00                             |
| Each Additional Hour .....  | \$105.00                           | \$180.00                             |
| <b>BETTINA &amp; GLENN DUVALL DINING ROOM</b>   |                                    |                                      |
| <i>(25 minimum - 85 maximum)</i>  |                                    |                                      |
| Dinner .....  | \$650.00                           | \$950.00                             |
| Dinner with Reception in Lounge .....   | \$825.00                           | \$1,250.00                           |
| <b>HUBERT DREYFUS DECK</b>  |                                    |                                      |
| <i>(16 maximum; rental includes deck furniture)</i>                                       |                                    |                                      |
| Breakfast or Lunch (2 hours).....   | \$ 93.00                           | \$210.00                             |
| Meetings only (2 hours).....  | \$180.00                           | \$360.00                             |
| Dinner only .....   | \$445.00                           | \$725.00                             |
| Dinner with Reception in Foyer .....  | \$570.00                           | \$825.00                             |
| Each Additional Hour .....  | \$155.00                           | \$200.00                             |
| <b>PATIO</b>  |                                    |                                      |
| <i>(80 banquet, 125 with theater style seating)</i>                                       |                                    |                                      |
| Lunch (2 hours) .....   | \$260.00                           | \$575.00                             |
| Reception (2 hours) .....   | \$625.00                           | \$925.00                             |
| Full Day (8 hours) .....  | \$1,150.00                         | \$1,550.00                           |
| With scheduled event .....  | \$575.00                           | \$850.00                             |
| Each Additional Hour.....   | \$155.00                           | \$200.00                             |
| <i>*Additional furniture charges apply.</i>   |                                    |                                      |

## SPECIAL EVENT ADD-ONS AND OTHER CHARGES

### ADD-ONS

|  |                          |
|--|--------------------------|
| Flipchart or White Erase Board ( <i>includes paper &amp; markers</i> ) .....           | \$ 28.50                 |
| Easels .....   | \$ 23.50                 |
| Video Monitor ("50).....   | \$ 57.00                 |
| LCD Projector .....  | \$ 90.00                 |
| Screen .....   | \$ 36.00                 |
| Laptop Computer .....  | \$ 52.00                 |
| PA system with one Microphone ( <i>Lapel or Stationary</i> ) .....                     | \$ 85.00                 |
| Extra Microphone.....  | \$ 26.00                 |
| Podium .....   | \$ 45.50                 |
| Market Umbrella ( <i>Patio</i> ) .....   | \$ 31.00                 |
| Registration Table .....   | \$ 36.00                 |
| Bistro Table (24") .....   | \$ 36.00                 |
| Small Round Table (36", <i>seats 2-3 for dining; seats 4 for reception</i> ) .....     | \$ 46.50                 |
| Medium Round Table (48", <i>seats 4 to 5 for dining; seats 6 for reception</i> ) ..... | \$ 56.50                 |
| Large Round Table (72", <i>seats 8 to 10</i> ) .....                                   | \$ 67.00                 |
| Half-Banquet (4', <i>seats 4-6</i> ) .....   | \$ 46.50                 |
| Banquet Table (8', <i>seats 10</i> ) .....   | \$ 56.50                 |
| Linens .....   | per table ..... \$ 26.00 |
| Folding Chairs .....   | per chair ..... \$ 3.00  |

### OTHER CHARGES

|  |                       |                     |
|--|-----------------------|---------------------|
| Corkage Charge .....   | per liter .....       | \$ 21.50            |
|  | per magnum .....      | \$ 29.00            |
| Beer Corkage.....  | 6 pack / bottle ..... | \$ 20.50            |
| Cake Plates .....  | per plate .....       | \$ 2.75             |
| Labor ( <i>includes time for set up &amp; break down</i> ) .....     | per hour .....        | \$ 45.00            |
| Technical Assistance ( <i>when available</i> ) .....                 |                       | \$ 67.50            |
| Piano Tuning for Specific Event .....                                |                       | \$335.00            |
| Flower Arrangements ( <i>possible by special arrangement</i> ) ..... |                       | <i>Market Price</i> |

### RULES AND REGULATIONS

- ❖ Prices subject to change. All events must end by 9:00 p.m.
- ❖ Tax is added on Room Rental when food service is provided. Current sales tax of 10.25% applies as well as 20% taxable gratuity on labor charges.
- ❖ 48-Hour cancellation required or room rental and 2 hours labor will be charged to account.
- ❖ Cancellation must be made through Manager or Dining Room Manager (8:00 a.m. – 5:00 p.m.).
- ❖ Additional fees for clean-up or damage will be assessed as required.
- ❖ No furniture is to be moved in the Women's Faculty Club Lounge or Library except by prior arrangement with the Management.
- ❖ Technical Assistance is subject to availability.
- ❖ Parking must be arranged through Special Events Parking on campus. The Women's Faculty Club does not take responsibility for any event parking. Please call Parking and Transportation Office (510) 642-4283 or visit their website at <http://pt.berkeley.edu/park/special>.
- ❖ **Masks must be worn at indoor events throughout pandemic**

**Reservations: 510-642-4175 / [womensfacultyclub@gmail.com](mailto:womensfacultyclub@gmail.com)**

*Effective January 2024*