



Thank you for considering Havana '59 as the destination for your special event! We offer multiple areas in which private events can be held. We have our 2nd and 3rd floor patios, as well as a mezzanine on the first floor, located by our cigar bar. Our mezzanine can accommodate 25-40 people, a maximum of about 50 people if we remove booths from the area. Our 2nd and 3rd floors can hold a maximum of 150-180 people depending on the layout for your event.

To view pictures of the private event space, please visit our website or events page on Facebook or Instagram.

We do not charge a rental fee for our event space. However, we have a contracted food and beverage minimum for each space. The minimums range from \$500 up to \$5,000 depending on the space, month, and day of the week. Sales tax of 12.8% and a service charge of 20% of the Food and Beverage minimum will be added to the minimum on your final bill. Something to note is that Thursday is always Salsa night here at Havana '59 so all parties that are booked on a Thursday must end promptly at 7:30. If this doesn't fit your timeline you're welcome to book the space for the entire evening however the minimum will then jump to \$4,000 as we'd have to cancel Salsa for the evening.

Included in the food and beverage minimum are white linens, any ceramic or glass wear, flat wear, use of our music system, television, microphones, tables, chairs, and all set-up and break down needs. Any rental companies we go through are not included in your minimum and will be added to your tab once the minimum is reached. The service charge pays for service and bar staff to execute the set-up, service for the duration of the event, and breakdown. Additional charges apply for cake cutting, carving station attendants, and opening the additional 3rd floor bar for serving.

To offer a buffet menu, a minimum of 25 guests is required; our plated meal menu is available for up to 35 guests. Our hors d'oeuvres menu is priced per piece/serving, with a minimum of 50 pieces per item. We can customize a menu for you as long as we have ample time to do so. Let us know which option suits your needs. All bar charges are based on consumption. It is up to you what you choose to host. You're welcome to leave it open for as much or as little as you desire, with the option of a cash bar also being available.

The space is available to the first person or group to return a signed copy of the event contract. All event details including a guest count and menu must be completed 10 days prior to the date of your event. The head count you provide us with 10 days in advance is what you will have to pay for (if it's priced per head) regardless of how many guests attend, since the food will be made for that original number.

If you wish to hold the space for your given date, you must return a signed copy of our event contract, put down a refundable deposit of 20% of the food and beverage minimum in addition to a non-refundable coordination fee in order to hold the space for you.

Thank you for considering Havana '59. I'm looking forward to ensuring that your event will be an incredible success!

-Kristin Brown
Event Coordinator/ Manager