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## Frequently Asked Questions

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Every successful event starts with professional and experienced staff, who will partner with you in making your dreams for your special day become a reality. With extensive experience in every type of event, our team will help you design your special day, taking into consideration your culinary preferences, budget, and event flow. Below are a few questions and answers that may assist in getting the planning started...

**Q:** How far out can I book my wedding and/or reception?

**A:** You may reserve event space up to one year in advance. If your wedding date is more than a year away, we may be able to reserve your date, please feel free to let us know if this is the case.

**Q:** What is the amount required for a deposit and when is it due?

**A:** A deposit equaling the site fees plus 10% of the total estimated food and beverage revenue, including tax and service charge, is due with the signed agreement. This amount is non-fundable and follows the cancellation timeline that will be provided with your contract. The second deposit will be 50% of the remaining balance and will be due 180 days prior to your wedding date. The third deposit of the total remaining balance will be due one hundred and twenty 120 days prior to your wedding date. If any additional deposits are necessary, this will be collected 14 business days prior to your event. Following your event, any additional charges will be billed, or if the amount is less than the deposits already paid, a reimbursement of that amount will be issued.

**Q:** What is included in the Ceremony and Reception site fees?

**A:** Six (6) hours of event time including the one (1) hour of ceremony time, tables, house banquet chairs, ivory Frette linen, three votive candles per dinner table, house bud vases, Bernardus china, Christofle flatware, Riedel crystal stemware, and professional service staff.

**Q:** What support staff is provided by Bernardus Lodge & Spa?

**A:** Your Catering Manager will guide you through the menu and setup planning, as well as be there on your wedding day to make sure your ceremony and reception flow smoothly. After your Catering Manager departs, your Banquet Captain will oversee your event.

**Q:** Do you require couples to have a Wedding Coordinator?

**A:** No, we do not require that you have a wedding coordinator. If you wish to have the most stress-free planning experience, we encourage you to hire a wedding coordinator. They will handle all of the minute details of your special wedding weekend, including (but not limited to) arranging for & negotiating with your vendors, making schedules for the wedding party and family (and making sure everyone stays on schedule), and will be at your full service at all times throughout the weekend. On your wedding day, our Bernardus Lodge & Spa staff will work in conjunction with your wedding coordinator and their team to ensure a memorable and flawless event.

- Q:** Can Bernardus Lodge & Spa make recommendations for event services, such as wedding planners, photography, floral, and entertainment?
- A:** A referral list is available for vendors that we highly recommend. For information, please contact your Catering Manager. The client or client's wedding planner will arrange for all outside vendors such as officiant, florist, photographer, musicians, DJs, etc. Should the client choose a vendor that is not on our list, liability insurance is required.
- Q:** How much time can we have to set-up and decorate the room?
- A:** We can provide you a two-hour set-up time, based upon availability. In some cases, additional time may be available.
- Q:** What type of meal service would be best – buffet or plated?
- A:** Both have advantages, but when planning a buffet, the size of the room and the number of guests must be considered. You also want to consider what type of atmosphere you want to create for your event.
- Q:** Does Bernardus Lodge & Spa allow outside Food and Beverage?
- A:** All food and beverage must be catered by Bernardus Lodge & Spa and serviced by our staff. Outside food or beverage of any kind is not permitted (with the exception of your wedding cake). Should you request specialty items that we do not normally offer, we would be delighted to research the possibility to provide this for you, if available. Our focus is on the amazing culinary & wine experience for your guests. Executive Chef Cal Stamenov's California Natural Cuisine is built on three central pillars: the relationship between food and terroir, the superiority of handcrafted, artisanal products over mass-produced, and glorifying food when its flavor is at its peak. The Central Coast provides him the access to an inspiring range of ingredients whose terroir is appreciable in every bite. These come to him by way of the relationships he has forged with the local growers, fisherman and foragers. We are confident that you and your guests will enjoy a fabulous culinary experience. Bernardus Lodge & Spa also features an award-winning wine list; in the event that you prefer a wine/beer/liquor that we do not normally offer, can look into the possibility of sourcing alternative options, in some instances minimums will apply.
- Q:** Can we schedule a menu tasting?
- A:** We are pleased to offer a complimentary menu tasting for plated dinner events of 50 guests or more. We are unable to offer menu tastings for hors d'oeuvres, luncheon, or buffet menus. Menu tastings are available Tuesday-Friday, 11:00AM or 2:00PM, and are based upon availability.
- Q:** When are my menu selections due?
- A:** All food and beverage selections are typically finalized with the Catering Manager within 30 days of your event and noted on the completed Banquet Event Order (BEO).
- Q:** What is the "guaranteed guest count" and when is it due?
- A:** The final number of guests is due by 12:00PM seven (7) business days prior to the start date of the event. Should you not provide a guaranteed number of attendees, your most current communicated guest count will be used as the guarantee. Once the guarantee has been provided, this amount may not be reduced. Increasing the count after the guarantee will be permitted up to five (5) days prior to the event. Should the client need to increase after that time, a 10% menu price increase will apply to the added guests only. Should your actual attendance fall below the guaranteed amount, no refunds will be issued. The final bill will be based upon the guaranteed attendance, or actual in attendance, whichever is higher.

- Q:** May we bring in our own Wedding Cake, or does Bernardus Lodge & Spa provide this?
- A:** You are welcome to bring in a wedding cake; while Bernardus Lodge & Spa will provide any and all other dessert items. The resort does not charge a “cake cutting fee” for you to bring in your own cake, as it would be considered your final course in lieu of a plated dessert. Should you choose to have a plated dessert and a cake, then a \$8.00++ per person fee will be added to your menu price. Following your traditional cake cutting, the Bernardus staff will remove the cake to be sliced in the kitchen, and then return to serve the cake to your guests.
- Q:** Will you pack the anniversary tier of our wedding cake?
- A:** Yes, our staff would be delighted to package any remaining wedding cake at the end of the evening. We are able to hold it for you for up to 48 hours.
- Q:** Do you require special event insurance?
- A:** Yes, Wedding Couples and Vendors must provide proof of liability insurance in the amount of \$1,000,000 listing Bernardus Lodge & Spa as additional insured for the event date, specific details are noted within the contract.
- Q:** Are tax and gratuities included in your menu pricing?
- A:** For all functions serviced by Bernardus Lodge & Spa, a service charge of 23% is applicable to all food and beverage pricing listed on our menus and will be added to the final bill. The service charge and all other expenses, including labor and room rental, are subject to the current California State tax of 7.75%. Taxes and service charges are subject to change.
- Q:** Does Bernardus Lodge & Spa handle the clean up?
- A:** Yes, we firmly believe this should be an event of enjoyment and fun, not work! Your vendors and our banquet staff will assist with all tear down.
- Q:** What other wedding events may be hosted at Bernardus Lodge & Spa?
- A:** Bernardus Lodge & Spa can be a home base for your entire wedding weekend! From rehearsal dinner to wedding reception to farewell brunch, we have a variety of beautiful spaces which can be utilized. Keeping your events at Bernardus Lodge & Spa will ensure seamless planning and comfort in knowing you will have superior service and culinary quality. We can even host your pre-wedding weekend events – think poolside manicure/pedicure parties, wedding party wine tasting weekend getaways, with shopping and golf options all very near, and much more!