



2019

**SAN DIEGO ZOO**®

**Monkey Business Meeting Package**





## **Monkey Business Meeting Package**

**The following items are included in your package:**

1-Day Pass for All Attendees to the San Diego Zoo on the Day of your meeting

Complimentary Second 1-Day Pass Return Ticket to the San Diego Zoo

Unlimited Access to the Public Guided Bus Tour, Express Bus, Skyfari Aerial Tram and all public animal shows and exhibits

All day use of Private Indoor Meeting Space

8 am - 4 pm

Set Up Access: 7 am - 8 am

Complimentary Wifi Access

Podium, Microphone and Screen

*Inquire regarding additional AV*

Continental Breakfast

Morning Beverage Refresh

Buffet Lunch

Afternoon Snacks & Refreshments

Complimentary Parking

**Packages start at \$115 per person**

*(30 person minimum)*

San Diego Zoo Global is a not-for-profit organization. Booking your event with us helps support our mission of saving species worldwide and leading the fight against extinction. San Diego Zoo Global does not charge Gratuity, but welcomes your donations toward our Wildlife Conservancy program: [www.endextinction.org](http://www.endextinction.org)



## **Monkey Business Meeting Package Menu Includes the following items:**

### **American Breakfast**

Fresh Fruit Salad  
Scrambled eggs with fresh herbs and cheese  
Country roasted potatoes with caramelized onions and roasted peppers  
Applewood smoked bacon  
Chef's selection of breakfast pastries served with creamery butter,  
honey & preserves  
Served with Regular and Decaffeinated Coffee, Hot Tea & Orange Juice

### **Morning Beverage Refresh**

Regular and Decaffeinated Coffee, Hot Tea

### **Western Buffet**

Field greens salad and Caesar Salad  
Sliced Texas smoked beef with San Diego Craft BBQ sauce,  
Freshly Grilled chicken breast with Alabama Style White BBQ sauce (GF)  
Black Bean Chipotle Burger (Vegan)  
Sandwich Buns  
Thick & sticky baked beans, Traditional mac and cheese  
Assorted fresh baked cookies

### **Afternoon Snacks and Refreshments**

Assorted Granola & Energy Bars  
Seasonal Fresh Fruit & Berries  
Chef's Selection of Assorted Cheeses  
Garden Crudités  
Flavored Bottled Teas  
Assorted Energy Drinks  
Freshly Squeezed Lemonade



## Meeting Facilities



### TREETOPS

This plantation-style venue captures the simplicity and serenity of life in Africa with its floor to ceiling windows, authentic African décor a private patio and waterfall. Room set to specifications with 72” round tables and china is included at no charge. *50 guest minimum.*  
*Groups under 50, \$150 small group fee applies.*



### RONDAVEL

The octagonal room with floor-to-ceiling windows overlooks an ornamental Asian garden, complete with a Koi pond and exotic waterfowl. Vaulted, beamed ceilings and rich earth-tone décor are this venue’s signature characteristics. The room has audio visual capabilities and is set to specifications with eight-foot banquet tables. China is included with this venue at no charge. *30 Guest Minimum.*  
*Groups under 50, \$150 small group fee applies.*

## Catering Policies and Procedures (subject to change)

### **ADMISSION:**

In order to utilize Catering Facilities at the San Diego Zoo or San Diego Zoo Safari Park, an Admissions Fee per attendee is required. San Diego Zoo Global Membership and Military status does not apply to Special Events.

### **FOOD AND BEVERAGE MINIMUMS/BAR MINIMUMS:**

Each facility has a minimum food and beverage expenditure established. This minimum is met through the purchase of meals and accompanying beverages and does not include the expenses of admission, entertainment, rentals, additional labor charges or current sales tax. If the food and beverage minimum is not met, the deficiency will be charged to the final bill.

### **DEPOSIT:**

An initial, non-refundable deposit is required along with a signed contract to confirm any facility. The deposit is applicable towards the total charge for the Event. The remaining balance will be due in full at the time of the final guarantee, or five (5) days prior to the event unless direct billing privileges have been established.

### **FINAL GUARANTEE:**

A final guarantee is due no later than 10:00 am (PST) five (5) business days prior to your event. If the final guarantee is not received within the five (5) day specification, the estimated attendance given at contract will be used as the final billable guarantee. The Client will be invoiced for the final guaranteed attendance (food, beverage, admissions and tours) or the actual number of meals served and entrances granted, whichever is greater. San Diego Zoo Global (SDZG) will provide seating 5% over the guarantee up to the maximum capacity of the reserved facility. SDZG will be prepared to cook food for 5% over the guarantee as the need is determined. If the actual number of guests at an event exceeds 5% of the guarantee, every effort will be made to provide meals, but we reserve the right to substitute food items.

### **VENUE:**

In venues where seating exists, the food & beverage minimum for these areas includes the existing tables and chairs as arranged. In certain venues, tables can be moved for an additional charge.

Please provide Power requirements to the Coordinator's office prior to event date. Extensive power needs are subject to additional charges.

China, glassware and flatware are included with many indoor facilities. For outdoor venues, or all other venue arrangements, green ware is included. China, glassware and flatware may be available for rent at an additional cost per person. For venue specific information, please refer to your Sales Specialist. NOTE: China is required for plated meal service.

Events at the San Diego Zoo or San Diego Zoo Safari Park will not have exclusive use of the Premises unless agreed to contractually. Event attendees are restricted to contracted Venue after operating hours. San Diego Zoo Global will make every effort to avoid any conflicts when there is more than one group on the grounds at the same time. Inclement weather options are available for an additional cost and are not included in minimum

Outdoor venues have basic lighting. Thematic lighting is available at an additional charge. Entertainment, buffets, and presentation requirements will affect capacities. The San Diego Zoo Safari Park is a non-smoking facility.

**FOOD SERVICE:**

All meals will be prepared and served by SDZG, unless other arrangements have been made. Menu selections must be determined with Event Coordinator no later than three weeks before the event date. Actual menu breakdowns are required at time of final guarantee. Tableside ordering is not permitted. If menus are not selected by the due date, SDZG reserves the right to select a default menu.

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Requests for special dietary restrictions must be made at the time of guarantee, if not sooner. The kitchen will make reasonable efforts to accommodate such requests.

NOTE: Client bears the responsibility to provide guests with a menu card indicating meal selection when offering more than one entrée at the same function and/or for special entrée requests/dietary needs. It is the guest's responsibility to present that card to their server at mealtime.

**For Buffet Meals:**

Our buffets are designed to offer several vegetarian options. Requests for other special dietary restrictions must be made at the time of guarantee. The kitchen will make reasonable efforts to accommodate such requests.

Staff and Vendor meals must be ordered when final guarantee is given and will be charged at event menu prices.

**BEVERAGE SERVICE:**

All beverage service will be provided by SDZG and is subject to the regulations of the Alcoholic Beverage Control Board of California. We reserve the right to refuse service to anyone. Consumption of all alcoholic beverages will be confined to the event area during public operation hours. One bartender for every 100 guests is provided. There is a \$500 cumulative bar guarantee per bartender. If the bar guarantee is not met, the bar difference will be charged.

One bartender per 100 guests, based on a maximum of four (4) service hours  
Additional service time is available at \$50/hour, per bartender, per location. Bars relocating to a second locations will incur a relocation fee of \$110 per bar.

Wine corkage fees (\$20/750 mL bottle). Labor fees are not considered part of the bar guarantee.

**EVENT SCHEDULES:**

The client agrees to conform to the specifications of the guaranteed Event Order regarding arrival, meal service, entertainment and departure schedule. Client will be invoiced for any expenses incurred as a result of client's failure to comply with the contracted specifications listed in the Event Order.

**DECORATIONS/THEMING/ENTERTAINMENT:**

All decorations, theming and entertainment must be approved by the Event Coordinator at least fourteen (14) days prior to the event. San Diego Zoo Global reserves the right to refuse any decoration, theming or entertainment that may be considered a health or safety problem for the animals or cause damage to San Diego Zoo Global property.

For the safety of our guests and animal collection, items not allowed on SDZG grounds include but are not limited to: non SDZG provided alcoholic beverages, any animals other than service animals, balloons, balls, Frisbees, hacky sacks, hula hoops, bicycles, scooters, tricycles, riding toys of any kind, bug nets, plastic bug keeper containers, cap guns, noisemakers, toys that

make loud noises, fireworks, glass bottles, jump ropes, knives, weapons, lawn chairs, plants, roller blades, skates, skateboards, roller shoes, throw away lids and straws, AM/FM radios, scanners, portable TVs, laser pointers, whistles, yo-yos and guests in costume.

**GROUPS UNDER 50:**

\$150 group fee applies for groups under 50. 30 Person minimum applies to all events including tours, admissions, plated and buffet options.