



Historic Cathedral Hill – Est. 1975

374 Selby Avenue, Saint Paul MN 55102 - 651.224.5715 www.wafrost.com

Private Dining Coordinator – Julia Struve | privatedining@wafrost.com

Private Rooms:	<u>11:00am-3:00pm</u>	<u>5:00pm-11:00PM</u>	<u>Maximum Capacity</u>
		*10:00 Sundays	
Sophie's & Fireside Rooms	\$700.00	\$700.00 (\$1200 Fri and Sat)	60
Sophie's Room	\$450.00	\$450.00 (\$750 Fri and Sat)	40
The Fireside Room	\$300	\$300.00 (\$450 Fri and Sat)	20
The Patio Garden Bar *(11-3)	\$500.00	N/A	60
The Lower Level Lounge	\$500.00	\$500 (Sun-Thurs) \$800 (Fri-Sat)	60

LIVE MUSIC

A Single Acoustic Guitar or Harp Player is allowed
Amplified music and microphones are not allowed

ROOM FEE

A credit on file is required to make a reservation. The rental fee will be run the evening of the event, along with food and beverage charges, and is non-refundable. **In the event of cancelation, the room fee will be charged on the card on file.**

MINIMUM PURCHASE

Sophie's & Fireside Rooms- \$2500.00 (PM) and \$1500.00(AM)

Sophie's Room- \$1500.00 (PM) and \$1000.00 (AM)

Fireside Room - \$1200.00 (PM) and \$600.00 (AM)

The Lower Level Lounge \$1000.00 Evenings (\$2000 Friday and Saturday)
and \$750.00 Daytime

Garden Bar \$1500 Daytime – evenings are not available

**** The Lounge and Garden Bar are available for reception style service only****

EVENT DETAILS and FINAL GUARANTEE

THE FINAL GUARANTEE FOR TOTAL GUEST COUNT MUST BE CONFIRMED NO LATER THAN 14 DAYS PRIOR TO THE FUNCTION.

MENU SELECTION AND EVENT DETAILS

Confirmation of the menu selections must be made no later than 3 weeks prior to the event. Menu selections and prices are subject to change without prior notice.

Groups of up to 16 guests can order off the full dining room menu. Groups of up to 60 guests can order off a limited menu that they select at the table.

Food must be on one tab.

BEVERAGE SERVICE

Events can offer hosted or cash beverage service, or a combination of the two. It is recommended that events select a limited menu their guests can order from.

If an event would like a beer and wine table set up in the space, it must be hosted, and a \$200 set up fee applies. Beverage tables are limited to 2 Red Wines, 2 White Wines, 2-3 beers. Cocktails must be served by a staff member.

FEES AND ADDITIONAL CHARGES

- All food and beverages must be purchased through W.A. Frost and Company (exceptions noted below)
- Bakery Purchased Wedding, Birthday or other specialty cakes are allowed with a \$7.00 per person service fee
- If you would like hors d'oeuvres or wine butler passed, there is a \$200 fee for an extra server
- In the event the event rooms are turned over from one set up to another, there is a \$250 turnover fee
- Our corkage fee is \$40.00 Per 750 ml of bottle of wine opened.
- If the rooms are available, and early access is requested, there is a \$100 per hour fee
- Restaurant Promotions are not valid for private events.
- You can hook up to our sound system- no additional fee
- We have a walk up photo booth available for rental: \$250 per event

CANCELLATION POLICY

Any function cancelled within 21 days will be charged the rental fee plus 50% of the rooms food and beverage minimum. The charge will be billed to the credit card number on file and a receipt is available upon request

THE PATIO LOUNGE/GARDEN BAR OR THE LOWER LEVEL LOUNGE

The Garden Bar is available for rent five days a week. **Rental hours are from 11:00am to 2:00pm (attendees must be gone by 2:00).** Space opens to the public at 3:00. The maximum event size is 60 people. The rental fee is \$500.00 (non-refundable) and a \$1500.00 food & beverage minimum applies. Standard Garden Bar or Lower Level Lounge Set-Up (we do not move furniture). Standard Patio Music or Lower Level Lounge music. Please note that the dining portion of the patio will be in use for lunch as well as the inside bar area. In the event of rain, (for patio garden bar functions) the function will be moved to the lower level lounge which is only accessible by stairs.

CONTACT INFORMATION

For information about our rooms, rates and menus visit our web site at www.wafrost.com.

For inquiries contact Julia | PrivateDining@wafrost.com

PAYMENT

One bill will be presented and must be paid in full at the conclusion of the function. Visa, MasterCard, Discover, American Express, or Diner's Club are accepted. Checks are not accepted.

EQUIPMENT RENTAL

Screen \$35.00

Screen and Projector \$150.00

*no audio

DIRECTIONS

See our website www.wafrost.com for detailed directions

Highway 94 going east (from Minneapolis)

Exit at Marion Street. turn right (at Kellogg Street). -One block to John Ireland Boulevard, turn right. - Two blocks to Selby Avenue, turn right. -Four blocks to the corner of Selby and Western Avenues.

Highway 35E going north

Exit at Kellogg Street, turn left. -Two blocks to John Ireland Boulevard, turn left. -Two blocks to Selby Avenue, turn right. -Four blocks to the corner of Selby and Western Avenues.

Highway 94 going west

Exit at Marion Street, turn left. -Two blocks to John Ireland Boulevard, turn right. -Two blocks to Selby Avenue, turn right. -Four blocks to the corner of Selby and Western Avenues.

Highway 35E going south

Take Hwy 94 West for just a quarter mile. -Exit at Marion Street, turn left. -Two blocks to John Ireland Boulevard, turn right. -Two blocks to Selby Avenue, turn right. -Four blocks to the corner of Selby and Western Avenues.

ROOM SET-UP INFORMATION

W.A. Frost provides off white linen tablecloths and napkins, as well as candles. Our staff will be happy to setout arranged flower vases, candles, balloons & place cards at no additional fee. It is best to discuss with the manager any special arrangements. Items can be delivered the day of the event after 11:00 am. Be sure to attach a delivery note with the name of the private room as well as the name of the person who booked the space with W.A. Frost. If you plan on having someone come in to decorate for you, please confirm with the manager as to the time they may arrive.

Wedding ceremonies in The Fireside Room are typically held in front of the fireplace. Ceremonies in Sophie's room are usually in the northeast corner by the windows. Appetizer, cake, name tag, and gift table arrangement are ultimately determined by the number of guests. Please be assured the room will be arranged for maximum comfort and flow. There is a \$250 turnover fee to turn the room from the ceremony to reception set up.

TABLE DIMENSIONS

****Apply if COVID restrictions are not in place. Ask your event coordinator for COVID capacity limits****

Sophie's Room

Rounds - 66"x 66" Seats 10 Maximum of 4 Tables Seats 40 Rounds – 72" Seats 10 Maximum of 4 Tables

Conference Square- 8ft x 6ft Seats 14

Double Conference Square- 16ft x 6ft Seats 22 Long Rectangle- Up to 24ft x 3ft Seats 26

Fireside Room

Long Rectangle- Seats up to 20

The Fireside Room can seat up to 24 for a ceremony.

Sophie's & Fireside Rooms

4 72" rounds, seat up to 10 in Sophie's Room, 2 60" rounds seat up to 8 in Fireside Room or one large rectangle in Fireside Room for 20

****** For groups over 40 renting both Sophie's and Fireside, there is not room for a pre-dinner social hour.