

PRIVATE RENTAL OPTIONS AT CONVIVIO CAFÉ

We know - our space is beautiful, right? If you're looking for a place to hold your next event and you want something beautiful, cozy, community-centered, culturally-relevant, and supports small businesses, rent our cafe!

We are happy to accommodate details for your special event. To get started, here are a few things to take into consideration:

- This option is for groups of 10 or more that want a quiet, private space for events, presentations, or private meetings.
- Hours available for rental are 4pm to 10pm every day
- Fee for rental is \$100/hour, which includes use of the entire space, any plates/cups/utensils needed, and help with set up. Your party will be responsible for collecting dishes after the event and moving tables back to original location.
- Fee for staff service during the event is \$40/hour. This includes staff to set up the space, serve guests food/drink, answer any questions/challenges that may arise, provide that hospitality touch to your event, and all clean up afterwards.
- Catering can be provided by Convivio Café at an additional charge, [please see our menu](#). Guests may bring in their own food & drink, please talk with a manager.
- A 20% non-refundable deposit fee will be asked ahead of time to save the date
- We ask that you make your reservations for private rentals at least 2 weeks in advance

PARKING

- Parking is available along 38th Ave. in addition to neighborhood parking.
- We ask guests to be mindful of the surrounding neighbors.
- Parking is not permitted at Snarfs

AUDIO/VISUAL EQUIPMENT

- There is a sound system with a 3.5mm aux jack that can connect to a phone or laptop (iPhone adapter available). You can use convivio's iphone for your music, or connect your own.
- Convivio Café does not have access to microphones, but you may bring your own. If you need help setting up microphone with our sound system, we need at least 2 week advance notice to coordinate with the building's technical director.
- Convivio Cafe does not have access to a projector/screen, but you may bring your own. We have brought in wifi TVs (roku tv, e.g.) and presented successfully with that.
- If you have extensive audio/visual requests, we encourage you to set up a time to come in and test equipment before your event.

ALCOHOL

- Convivio Café does not have a liquor license, as such we are not able to provide alcohol service for your event. However, if you would like to bring in your own alcohol for the event, you are welcome to (for example, a cooler full of beers or wine bottles to share). However, our staff will not be able to prepare any drinks for your customers.

Private Rental reservations can be made by emailing events@conviviocafe.com to get the process started.

We look forward to hosting you!