

GENERAL INFORMATION

- * All events require a minimum of one (1) police officer. If the event serves alcohol, a minimum of two (2) police officers are required.
- * All events must end at or before 10:00 p.m.
- * Events in honor of a minor are prohibited from serving alcohol.
- * Multi-purpose room capacities:
Assembly: 200
Dining: 100
- * Rental hours must include set-up and clean-up time. The last hour is reserved for clean-up.
- * Kitchen may be used to warm and serve food. Preparation and cooking of food on-site is prohibited.
- * Reservations are accepted one calendar year in advance.

Recreation Center/Facilities for Public Use
Recreation buildings and facilities under the jurisdiction of the Parks, Recreation and Neighborhood Services Department are intended for recreational use in conjunction with the Department's activities and the public use. When not in use for Department programs, the building may be used by other persons or groups regardless of race, religion or ethnic background in accordance with rental policies.

City of San José
Parks, Recreation and Neighborhood Services
Almaden Winery Community Center
5730 Chambertin Drive
San José, CA 95118



EVENT RENTAL INFORMATION

408.979.7820

www.sanjoseca.gov



ROOM FEATURES

- * Gorgeous view of the Almaden Winery park and gardens
- * Beautiful wood floors
- * Cozy fireplace
- * Use of 60-inch round tables and chairs
- * Kitchen amenities



HOW DO I RESERVE THE FACILITY?

- * Reservations require an appointment with the facility coordinator. To schedule an appointment, please call 408.979.7820.
- * At the time of the appointment, a facility tour, policies and procedures and rental application will be given.
- * A 50% deposit is required at the time of reservation.
- * Balance is due 60 days before your event date.

RENTER'S RESPONSIBILITIES

- * Set-up of tables and chairs
- * Decorations
- * Appropriate conduct of guests
- * Basic facility clean-up

RATES

Package Rate - 7 hours
(application fee included):

Resident	\$830
Non-Resident	\$1005

Hourly Rates
(Two hour minimum):

Resident	\$116
Non-Resident	\$141

Application Fees:

Resident	\$50
Non-Resident	\$100

Cleaning and
Damage Deposit: \$250

NOTE:
Rental policies and rates are subject to change.