

THE HUNTINGTON'S
Rose Garden Tea Room

Rose Garden Tea Room Private Room Reservation Policy

Thank you for choosing the Rose Garden Tea Room for your upcoming event! Please review our Private Room reservation policy and email gina.moscozo@cafebonappetit.com with confirmation of receipt. We look forward to serving you and your guests.

Reservation Set Up and Confirmation

A reservation is only considered confirmed after a credit card has been entered into our secure system and you have received an email confirmation from Rose Garden Tea Room management. Until confirmation has been sent, requested date, time, and pricing are not guaranteed.

A minimum sales guarantee for food and beverage is required for all private events. Should the group total sales not achieve the food and beverage minimum for the event, the difference will be added and charged on the final bill.

All private room reservations are scheduled for a 2.5-hour time frame. If you would like more time, please let us know when inquiring about your reservation. Please be advised that this may not be possible if there is a reservation following yours, or if you start your reservation at 3 p.m. or later.

Minimum Sales Guarantee:

<u>Room</u>	<u>Maximum Capacity</u>	<u>2.5 Hour Block</u>	<u>5 Hour Block</u>
Herb Room	40 indoor seats + 12 outdoor	\$3,000++	\$6,000++
Shakespeare Room	52 outdoor seats	\$3,500++	\$7,000++

**Minimums indicated above do not include tax and service charge.*

Service Options

**View [menus](#)*

- Traditional Tea Service: \$62 per person
- Huntington Tea Service: \$75 per person
 - Both Tea Services offer three (3) teas for your guests to choose from.

Reservation Policy

- Private Room reservation times are 10:30 a.m. and 2:30 p.m. (weekend availability) or 11 a.m. and 2:30 p.m. (weekday availability).
- Room rates are based on the chosen room and its corresponding pricerange.
- Each guest must select either the Traditional Service or the Huntington Service.
- All dietary restrictions must be submitted no later than 72 hours prior to your event.
- The total cost of the selected services will be applied to the room rate's minimum sales guarantee.
- An 18% service charge will be included on the final bill.
- Room rentals are available for 2.5-hour blocks.

Outside Food and Beverage

Outside cakes and wine may be brought in for your event. A flat \$25 cake cutting fee will be applied for each cake, and a corkage fee of \$25 per bottle of wine.

Decorations

Outside decorations are permitted but must be approved by management prior to your event date. Please be advised absolutely no balloons, glitter, confetti, or open flames (candles) of any kind are permitted inside the Rose Garden Tea Room.

Admission to The Huntington

Admission to The Huntington is a separate and required charge to visit the Tea Room. [Admission](#)

*[Discounted group rates](#) may be available depending on party size. Please contact our [Group Sales](#) for more information.

Guarantees on Number of Guests and Cancellation Fees

Final guest counts are due no later than 72 hours before the date of the event.

We require a 50% non-refundable deposit when securing your reservation that will be applied to your final bill. If the reservation is cancelled less than 7 days prior to the event date, the credit card given to reserve the space is subject to a charge of 100% of the food and beverage minimum or estimated total cost.

The cancellation fee reflects the cost incurred by the Rose Garden Tea Room in terms of staffing, food, and any lost revenue as a result of turning away other potential bookings. You will be notified if any cancellation fees are applied.

The Rose Garden Tea Room's continued viability relies on reservations being honored by our customers and adequate notice given for any changes or cancellations. If you have any questions or concerns regarding the Rose Garden Tea Room's Reservation Policy, please contact the Rose Garden Tea Room Manager at gina.moscozo@cafebonappetit.com

Additional Information

Please note that admission tickets are required for entrance to The Huntington. If you have not already arranged for these, please contact [Group Sales](#) for assistance.

Please allow at least 15–20 minutes to find parking, check in at the admission windows, and walk to the Tea Room before your reservation start time. **Should your party arrive late to your reservation, your allotted dining time will not be extended.**

Final payment for the reservation must be made at the completion of the event. Acceptable payment methods are cash, debit, or credit card. The final check may be split between 3 different cards.

For additional questions or to book a reservation, please contact [Gina Moscozo](#). We are dedicated to ensuring the success and enjoyment of your event.

The Rose Garden Tea Room is available for private events outside of operational hours. For more information, please email specialevents@huntington.org.