



The Thursday Club

Wedding & Event FAQ Sheet

1. What is the capacity of The Thursday Club?

The Thursday Club has a capacity of 175 for a seated dinner event. For a standing or theater style seating event, the capacity is 250. The capacity for garden ceremonies is 135 chairs, with standing room on our west balcony for 15.

2. Where does my DJ set-up?

You may use either the stage in the main ballroom, or the DJ can set up on the main ballroom floor. Low level music and a microphone are allowed in the Garden for the ceremony only. All cocktail hour and reception music must be inside the clubhouse.

3. Who is allowed to cater at The Thursday Club?

The Thursday Club has a list of Approved Caterers who all provide full service catering and are highly skilled at working at our facility. They all have current licensing and all the proper insurance. Our list can be found at: <http://thethursdayclub.org/downloads/Preferred%20Caterers.pdf>

4. May I have a buffet at The Thursday Club?

Our Approved Caterers can provide you with a wonderful buffet in our fireplace room, or even in the main ballroom or out on the east patio.

5. May I have alcohol at my event?

The Thursday Club allows beer (no kegs), wine and champagne, **which must be poured by one of our approved caterers or a licensed bar service**. No hard liquor is allowed. Our caterers may give you the option to provide your own beer/wine/champagne. Alcohol stops being served no less than 30 min before the end of the event.

6. As the client, are we required to have liability insurance? If so, where do I buy it?

Yes, a minimum of one million dollars listing The Thursday Club and The Thursday Club Foundation as additional insured. Companies that provides liability insurance for weddings and insures all aspects of your wedding are: www.theeventhelper.com and www.wedsafe.com

7. Are my vendors required to have liability insurance?

Yes. Your vendors need to provide The Thursday Club with proof of liability insurance (with the exception of the caterer, as we have their information already).

8. Do you require security for events?

We do not require security. Security firms such as Elite Show Services can provide this service if needed.

9. Where do people park?

Parking for events is street parking in the neighborhood, where there are plenty of parking spaces. A valet service can be hired for the convenience of your guests, but is not mandatory.

10. May I have my wedding rehearsal at The Thursday Club?

We can confirm a date/time for rehearsals 30 days prior to the wedding at a mutually agreed upon time. A one hour rehearsal is complimentary.

11. What can we use the Garden for?

The Garden is used for the wedding ceremony only. Because of our location in a residential neighborhood, all reception activities need to be inside the clubhouse. No food, bars or tables are allowed in the Garden. Guests can walk around to enjoy the garden during the reception, but no large gatherings of people are allowed in the garden after 8:00pm.

12. What time can we arrive at The Thursday Club to set up?

Your arrival time starts your rental period. Rental time includes all set up and clean up. If you feel you need extra time, additional hours can be added, as needed, at a rate of \$300 per hour. A typical afternoon/evening wedding ceremony and reception rental time would be 1:30pm-9:30pm.

13. How late can our reception go?

Because of our location in a residential neighborhood, **all events must end no later than 9pm, guests departed no later than 9:30pm.**

14. Are we allowed to have bird seed or confetti? What about candles?

No bird seed, bubbles, fake snow, confetti, glitter, paper streamers, rice, silly string, sparklers or other damaging materials. Candles are allowed, but must be contained in a non-combustible container such as a jar or hurricane lamp. In order to comply with the San Diego Fire Code, the top of the jar must be one inch above the top of the flame.

15. Do I have to rent dinner tables & chairs?

The Thursday Club INCLUDES our inventory of tables and chairs with all of our rentals. We have a total of 300 white, padded, resin chairs. Our table inventory includes: (20) 60" round dinner tables, (25) 48" round dinner tables, (8) 8ft rectangular tables, (6) 6ft rectangular tables, (6) 30" belly bars/or cocktail tables, (2) 4ft x 2ft tables. We ask that you have your caterer cover the tables with linens.

16. What are my responsibilities for clean up?

The Thursday Club staff cleans the facility after the event, and the caterer is responsible for cleaning all food and beverage related areas. You must make arrangements to remove your decorations, centerpieces and any other items you bring with you. Caterers will remove food/beverage related trash, you are responsible for all other trash, like decorations, etc. (with the exception of the restrooms).

17. Am I required to have an Event Coordinator?

Event Coordinators are not required, but it is highly recommended to make sure your special day runs smoothly and all the details are taken care of. Many Event Coordinators offer full planning services, or just 'day of' services, depending on your needs.

18. Where do we have our ceremony if it rains?

If it rains, you can hold your ceremony inside our beautiful clubhouse. We are not able to put a tent in our garden.

19. I want to secure my date, what is the next step?

To secure your date, we require 50% of the rental fee and a \$1000 security deposit. The full rental fee is due 90 days before the event. The security deposit is a refundable deposit to cover damages and honor contract time. We accept checks and credit cards.

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