

FREQUENTLY ASKED QUESTIONS

How many Catering Spaces do you offer?

Tortilla Coast on Capitol Hill has four Private and Semi-Private spaces: The Rio Room, Mayan Room, Mesa Deck and Lower Deck.

Can I buy out the entire restaurant?

Yes! We offer the option of buying out either half the restaurant or the entire restaurant (what we like to call the Whole Enchilada!).

Do you charge room rental fees and what are your space capacities?

Tortilla Coast is unique in that we do not have specific room rental fees. We do, however, have Food & Beverage minimums. As long as the minimum is met or exceeded, no room rental fee is assessed. Minimums are based on the total amount of Food & Beverage consumed before gratuity & taxes. Food & Beverage minimum and room capacities are as follows:

The Rio Room

A fully private and inviting space, subtle in decor with warm tones of the Southwest. Perfect for seated events of up to 45 people or cocktail receptions of up to 50 people.

Minimum F&B Purchase:
\$200 Breakfast / \$350 Lunch / \$500 Evening

The Mayan Room

A semi-private space with a festive atmosphere. Perfect for intimate seated events of up to 15 people or cocktail receptions of up to 20 people.

Minimum F&B Purchase:
\$200 Lunch / \$300 Evening

The Mesa Deck

A semi-private reception area brightened with floor-to-ceiling windows. Perfect for seated events of up to 65 people or cocktail receptions of up to 120 people.

Minimum F&B Purchase:
\$200 Breakfast / \$1,200 Evening

The Lower Deck

A semi-private reception area adjacent to our Bar space brightened with windows. Perfect for seated events of up to 25 people.

Minimum F&B Purchase:
\$200 Breakfast only

“Half Restaurant”

Use the entire Lower Deck and Bar for events of up to 175 people. Great for fundraisers, holiday parties and large social gatherings!

Inquire about pricing.

“The Whole Enchilada”

Use the entire restaurant for a private dinner or cocktail party for 200+ people. Our lively and colorful atmosphere is perfect for eating, dancing and entertainment!

Inquire about pricing.

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What about service charges and taxes?

Service Charges range between \$85-\$100 + 3%, or a total of 21%—whichever is greater based on your food & beverage. DC Sales Tax is 10%.

When is my final guest count due?

Your final guest count is due by 5:00 PM no less than three (3) full business days before your event. If, for example, your event were on a Thursday, your guest count would be due by 5:00 PM on Friday of the prior week. If the Catering Office does not hear from you, then your final guest count will be determined by the number of guests reflected on your most recent contract. Please call or email all final guest counts directly to the Catering Office (the restaurant is unable to take these calls).

What if I need to cancel an event?

All cancellations must be in writing and received by 5:00 PM as follows:

At least **5 full business days** before your event—you will not be charged any cancellation fees. For example, if your event were on Wednesday, we would need to receive your cancellation letter by no later than 5:00 PM on Tuesday of the prior week.

2-4 full business days before your event—you will be charged one-half the cost of your agreed food and beverage, along with the full amount of your service charge.

24 hours or less before your event—you will be charged the full amount of your agreed food and beverage, along with the full amount of your service charge.

Can I decorate the room?

Any decorating ideas must be discussed and approved no less than one (1) week before your event. If approved, the space can be made available to you up to 30 minutes ahead of the event for decorating. Nothing may be attached in such a way as to leave marks, residue or damage, and any decorations involving balloons must be weighted down.

Can I bring my own centerpieces & flowers?

You are welcome to provide your own arrangements. We can also provide fresh floral centerpieces at \$30 per arrangement.

Can I bring my own dessert (like a birthday cake)? Is there a charge for this?

You may bring in your own dessert. There is a \$25 outside dessert and cutting fee.

Can I have live entertainment or use my own music?

Unfortunately, the size of the space and its proximity to the dining room does not allow for live entertainment unless you are buying out the entire restaurant. Music is provided by the restaurant from our dining room sound system. This system only plays special discs, so we can only provide music available from our third party music vendor.

Where can my guests park?

There is street parking around the restaurant.

What other services does Tortilla Coast provide?

Linens:

All tables and buffets are covered with white linens and black skirting, when applicable. We offer selections of colored napkins to theme or liven up your event in conjunction with the regular linens upon request.

AV Equipment:

Tortilla Coast offers a selection of Screens and Easels for customer use upon request. Any additional AV needs can also be arranged by Tortilla Coast at cost upon request.

Specialized Food Requests:

Tortilla Coast is proud to offer gluten free, vegetarian and vegan food items upon request. Unfortunately, due to the nature of our cuisine, we cannot fulfill Kosher requests.