## **Booking Questions**

Here are the frequently asked questions when making your initial booking. We have quick and easy process to secure your desired space and get started with your party planning.



FAQ's	Answers
What is the booking process, and how do we secure a date?	Request a proposal from our team and receive a reply within 24 hours. The booking and date is confirmed once a deposit is made.
Can we hold a date while we make a decision?	We believe that finding the perfect venue should not come at the expense of losing the perfect date. At Movida, you can save the date for 30 days with no deposit and no obligations.
How many guests can the venue accommodate?	The venue can accommodate up to 500 guests maximum capacity for different setups.
Can we see the space?	Absolutely! Here is the Schedule A Tour link to go ahead and schedule on your own a time to come and see the space with one of our staff members.
Can we decorate the space?	We do allow for personalization of your event and we require event coordinators or a designated point of contact to manage those personalized details. As your host we will manage the venue and the menu.
What additional fees should we consider?	Potential additional charges include service, processing, and admin fees.
What is the payment schedule?	The event date can be secured and held with no money down (and no obligations) for up to 30 days. Once the booking is officially confirmed, a 50% deposit is due on the food and beverage minimum required for that space. The remaining balance is due no later than 1 week from the event.
What does the Food & Beverage minimum mean?	It is the required amount to spend in food and beverage packages for your event to rent our the private space requested. <b>There are no room rental costs.</b>
What are the available spaces for the ceremony/ reception?	There are numerous indoor/outdoor spaces available based on the size of your celebration.

## **Movida's Booking Process**

Book your event with us by following our 5 Step event planning process.



1. Save the Date - No Money Down & Holds Your Date for 30 Days

We know the process can be stressful, and we do book up fast so here's a way for you to have the option while you make your arrangements.

2. Secure Your Date & Space With a 50% Deposit of Food and Beverage Minimum for Your Event Space

No planning necessary to finalize your date and space, just make a deposit of 50% of your rental space food & beverage minimum and we can planning!

3. Customize Your Food & Beverage Packages From Our Inspired List of Movida Event favorites

Choose from our curated food and beverage lists, we have simplified the process for you to make the menu planning simple, and one that all your guests will love!

4. Finalize Layouts, Schedule of Events, and Timeline.

We will work with your event coordinator or dedicated point of contact to make sure all your aspects are secured. We have ready to go templates for suggested layouts based on size and event space.

# 5. Finalize Your Guest Count and Make Final Payment

We're here for any last minute questions or minor adjustments. Let the Fun Begin!