



SAN FRANCISCO WINE SCHOOL™

Education Center Events Rates & Services Information



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Facility Rental (per hour / min 3 hours)

Includes taxes, up to 4 riedel glasses + 1 water glass pp, setup, clean up, state of the art AV and gorgeous top floor view of City Hall, the San Bruno Mountains and the San Francisco Bay. Soundproof movable walls between adjoining rooms may be opened to accommodate larger groups of up to 130 seated classroom or dining room style, 265 seated in chairs and 395 for standing reception.

Room 1 (509 ft²) 34 class or dining / 56 theatre / 102 reception	\$150
Room 2 (732 ft²) 59 class or dining / 105 theatre / 147 reception	\$200
Room 3 (723 ft²) 51 class or dining / 103 theatre / 144 reception	\$175
Kitchen Includes use of 3 part sink, 2 stainless steel islands, 60" refrigerator, ice maker & 90 second dishwasher. Additional prep and plating tables available upon request.	\$150
Note: Security Deposit (per 30 guests)	\$500

SFWS Instructor & Staff Rates (per hour / no min)

SFWS MS/MW Instructor Presentation Curriculum development = 50% presentation rate	\$500
SFWS AS/DWS/CWE Instructor Presentation	\$350
SFWS Event Planning & Supervision 1 Required per event	\$200
SFWS Event Service Staff 1 required for each 30 guests Trade volunteers accepted in lieu of SFWS Staff	\$100



Catering & Corkage

From gorgeous nosh platters to perfect bites, family style buffets, plated or boxed meals, or multi-course fine dining tasting menus, our resident chef and countless partners are available to meet your catering needs

A.Q

In the event you prefer to use your own chef or caterer, an additional catering in charge will apply

Bites & Platter Receptions

Includes compostables if requested

\$10 pp

Seated Dining Experiences

Includes optional china, flatware, glassware, & linens if requested

\$25 pp

Corkage

SFWS has the experience and relationships to recommend and procure almost any wine within any budget. Should you wish to bring in your own wine, corkage charges do apply. The fee will be waived for trade sponsored events

\$25
per bottle



Optional Sales & Marketing Assistance

<p>SFWS Marketing Support Services</p> <p>Includes</p> <ol style="list-style-type: none"> 1) Dedicated event page creation on the SFWS website that links to your registration site 2) Listing on SFWS Public Events* page linking to your event page 3) Integration into SFWS calendar and class filters linking to your event page <p><i>*The SFWS Public Events page is periodically promoted in aggregate to SFWS student base through direct email campaigns and social media posts</i></p>	<p>\$500</p>
<p>SFWS Full Marketing & Registration Services (SFWS Approval Required)</p> <p>Includes</p> <ol style="list-style-type: none"> 1) Dedicated event page creation on the SFWS website that links to our registration system 2) Listing on SFWS Public Events page linking to your event page 3) Integration into SFWS calendar and class filters linking to your event page 4) Named Event Promotion to SFWS student base in weekly newsletters and social media posts, 5) Attendee Screening Services and Post-Event Registration / Attendance Report (when Event Registration is used) 6) Use of SFWS name & logo for event co-branding purposes) 	<p>\$1,500 + \$500 per 50 guests after 1st 50 regs</p>
<p>Custom Invitation Services</p> <p>Includes custom list creation based on audience requirements & one distribution of event invitation. Invitation creation AQ</p>	<p>\$250 + \$0.50pp min \$500</p>
<p>Custom Printing Services</p> <p>Includes standard letter & legal sized paper. Non-Standard sizes AQ. Design Services AQ w/ \$250min</p>	<p>\$0.35 B&W \$0.85 Color</p>



Wine Handling Services

Wine Receiver, Handling & Storage Fees SFWS will take delivery of your wine, report deliveries as received, store unopened boxes in temperature-controlled environment, and deliver boxes to your room the day of your event	\$10 per case per day
Wine Inventory & Staging Services SFWS will open cases and provide a detailed inventory of the wines received &/or stage the wines for your event.	\$100 per hr
Event Wine Retail Services Includes: Procurement of inventory, POS setup, Packaging, Staffing & Post-Event Reporting	\$500 Set up charge
Wine Kitting Services includes all materials and packaging.	\$3 per 2oz other sizes AQ
Kits & Single bottles (up to 12 samples or 3 full bottles) Delivered via 2 Day Air to preserve freshness	\$20 in CA \$40 out CA
Case Shipping (up to 12 full bottles) Delivered via Ground - allow 5 bus days min	\$25 in CA \$50 out CA



Important Information for SFWS Guests

Location

San Francisco Wine School is 9 miles from downtown San Francisco, conveniently located next to **San Francisco International Airport** and the 280/380/101 interchange halfway between the airport and the former Candlestick Park. San Francisco Wine School is located downtown just blocks from Highway 101 at the intersection of Grand Ave and Maple Ave.

Parking

One and two hour metered parking is available on Grand Avenue and the surrounding streets. Parking is free after 8pm and on Sundays. Additional parking is available at the **24 hour garage** located one block north of the school at 329 Miller Avenue. Electric Vehicle Charging Stations are available on the ground floor. All spaces available for \$0.50 per hour. All day parking is available in spaces > #34 for \$2.00 for up to 24 hours.

Public Transportation

The San Bruno and South San Francisco **BART** Stations and the South San Francisco **Ferry** Terminal are each two miles away. The city of South San Francisco offers a free **Shuttle** service from BART to City Hall. The South San Francisco **Caltrain** Station is a 10 minute walk through the downtown area. Go to www.511.org to plan your public transit to class.

Dining & Hotel Options

Dead Eye Coffee is located on the base level of our building at 415 Grand Ave. A variety of other pre and post event meal options are available within walking distance from the school. We also have affordable corporate rates with **Best Western Plus** and **Embassy Suites** for your convenience. Email help@sfwineschool.com for more information.

Deliveries

Deliveries can be made during regular business hours and by appointment. Trucks must park in the metered spaces on Grand Avenue. Double parking may result in a traffic violation. Hand carts and dollies may use ADA Access through 417 Grand Avenue and the passenger elevator as described above. There is no loading dock or freight elevator in the building. All pallet deliveries must be broken down truck-side and are not allowed in the building. Large delivery trucks and/or pallet deliveries may require a second delivery staff. Requests for assistance from San Francisco Wine School staff may be scheduled in advance for an additional fee.