

General Wedding Information

Wedding Packages

Wedding packages include room set-ups, tables, chairs, china, silver, banquet room rental, dance floor and staging for DJ/band, square mirror and votive candles, selection of specialty floor length colored table cloths and napkins, satin chair cover or Chiavari chairs**, selection of butler passed hors d'oeuvres, buffet or plated two course dinner, two bottles of wine per table of 10 guests, champagne toast or sparkling cider, classic wedding cake from Cake Expressions, suite the night of your wedding, Breakfast-in-Bed the day after your wedding, special discounted guestroom rates for wedding guests, and vendor referrals.

Deposit

A 50% non-refundable deposit of the anticipated revenues is due within at the time of contract signing. Payment methods include credit card, cash, and cashier's check. The deposit along with the signed contract constitutes a definite booking.

Final Payment

Full pre-payment is due by 5:00pm, seven (7) business days prior to event. This payment is based on total estimated charges. Payment methods include credit card, cash, cashier's check.

Guarantee

Guaranteed attendance is due by 11:00 a.m., three (3) business days prior to event. The hotel will overset the guarantee by 5% for attendance. If the guarantee is not provided by the designated day and time, the estimated attendance on the Banquet Order will apply.

Service Charge and Sales Tax

A 23% service charge and 8.75% state sales tax will apply to all food and beverage menus. The room rental will be taxed when food or beverage service is provided in the room.

Cancellation

The deposit is non-refundable. Ask for a copy of the Catering Policy for applicable cancellation charges.

Food and Beverages

The Hilton San Jose is a fully licensed catering facility and therefore does not allow any outside food and beverages to be brought into the hotel for events, including outside caterers. The client may provide their own wine for events with a corkage fee per bottle opened. Removal of food and beverages from the hotel is prohibited. Children's meals are available upon request for ages 12 and under.

****Add \$100 delivery fee for Chiavari Chairs**