



# *Sofia Yorkville*

GROUP  
BOOKINGS



## MEET SOFIA



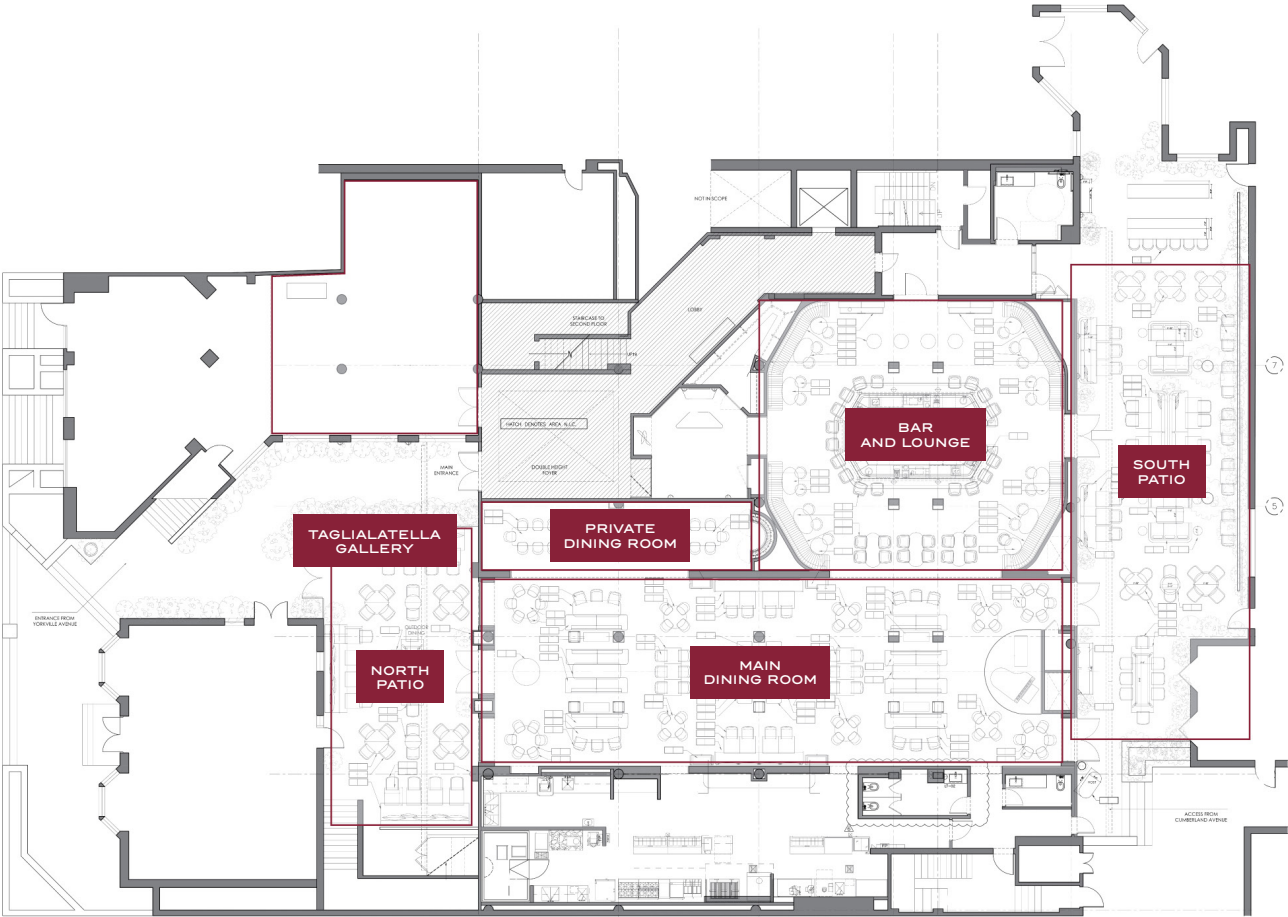
*Some affairs are to be remembered - but all are, meant to be had with Sofia.*

Elevate entertaining to an art form at with an unforgettable event at Sofia. Set within downtown Toronto's most exclusive Yorkville neighbourhood, Sofia's modern and refined space is the quint-essential backdrop for perfectly planned private events. Enchant your guests with a custom event experience in Toronto's most beautiful gallery of the senses- complete with luxurious seating, a sophisticated bar, and splash of whimsy from internationally critically acclaimed pieces of art.

Sofia is a turn key event planning experience, complete with exquisite and premium menu options, beverages, entertainment and decor, curated to suit all your event desires. Seated dinners, elegant cocktails, or intimate gatherings - whatever your pleasure, Sofia and her professional service staff are there to ensure your event is certainly an affair to remember.



VENUE  
OVERVIEW



SEATED CAPACITY

MAIN ROOM 150	PRIVATE DINING ROOM 28	BAR AND LOUNGE 74	NORTH PATIO 40	SOUTH PATIO 50
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# BUYOUT POLICIES

## MENU SELECTION

To ensure proper planning and product ordering, all food and beverage menu selections will be finalized with your coordinator a minimum of 10 days prior to event date. Venue specifically prohibits the removal of food and/or beverage from the premises by the client or any of the clients guests. Any exception to this will be made at the discretion of Venue Management, in such cases venue waives any liability whatsoever resulting from the transport, refrigeration or preparation of said food once it leaves venue premises. In addition, outside food will not be permitted into the venue without pre-authorization from your Event Manager.

## ALCOHOLIC BEVERAGES

Venue (establishments) are fully licensed establishments and must abide by all Federal, Provincial and Municipal laws regarding the purchase and sales of alcoholic beverages. Guests are not permitted to supply their own alcoholic beverages. All alcoholic beverages are to be supplied and served by Ink Entertainment employees. The service of liquor is permitted between the hours of 11:00 am and 2:00 am. Each member of our service team is required to successfully complete the Smart Serve program for the benefit and safety of our guests.

## ITEMS

Personal belongings and equipment must be removed from the venue at the completion of the event. Venue cannot assume responsibility for loss or damages. Venue prohibits items to be fastened to any interior walls in any fashion. Arrangements for arrival, loading and unloading must be made with your Event Manager in advance. Venue also reserves the right to remove and dispose of any leftover items from the space at completion of the event.

## DAMAGES AND LIABILITY

Venue reserves the right to inspect and control all private functions. Liability for damages to the premises will be charged accordingly. It is the responsibility of the Client for all damages to the premises by their guests or independent contractors on their behalf.

## ATTENDANCE GUARANTEE

Venue requires the guaranteed number of guests 10 days prior to the function date. The guarantee will be the minimum number of guests you will be billed for or the actual number of guests in attendance, whichever is greater.

## DEPOSITS AND BILLING

Upon signing of contract, a deposit as listed in the 'deposits' section of the contract is required to secure the function date and space in accordance with the deposit schedule above. All deposits will be credited to the function's final outstanding amount. Final Deposit is based on guaranteed numbers and is due in full, 10 days prior to function by credit card, certified cheque or cash. All Refunds back to the client will be issued via cheque. Certified Cheques, Money Orders etc. are payable to (venue). Estimated contracted amount for the bar based on consumption is due in full at final payment, any outstanding amount is to be paid for on the day of event with a credit card provided by client or the credit card on file.



# BUYOUT POLICIES

## TAXES & GRATUITIES

All food and beverages are subject to applicable taxes. Food and non-alcoholic items are taxed 13% (HST), Alcoholic beverages are subject to 13% (HST) Service Fee of 20% of the food and beverage charges before taxes will be added automatically to final billing. 13% HST (as stipulated in the Revenue Canada Federal Tax Guide) will apply to the Service Fee. Only one bill will be provided at the end of the night, including tax and gratuity.

## CANCELLATION

The contract may be terminated with formal written notice from one party to the other within 21 days of signing unless the event is booked within 60 days of the event date. Please note that all deposits & payments are non-refundable. Venue reserves the right to terminate any function for which required deposits of final estimated invoice has not been received 10 days prior to the function.

## CONFIRMATION

The venue contract must be completed, signed and returned with your deposit, in order to secure a function date and space. Function spaces are secured as per the arrival and departure time set forth in the contract. Any prior access to function room must be pre-arranged. Without a signed contract and deposit, booking will be considered tentative and subject to release without notice. Any changes made to this contract other than personal information (name, address, telephone number) will require a revised contract to be issued or by endorsing the amendment on this contract, which amendment in either form must be signed and dated by both parties.





## CONTACT

FOR INFORMATION OR TO BOOK YOUR PRIVATE EVENT,  
PLEASE EMAIL: [MIRELA@INKENTERTAINMENT.COM](mailto:MIRELA@INKENTERTAINMENT.COM)

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