



VIA MINA & POMODORO
are very honored to host your private event.

INFORMATION and POLICIES

We Offer 5 different private event rooms between our two locations.

VIA MINA located at 3400 Monroe Avenue, Pittsford, offers our very elegant and intimate atmosphere.

The **TOSCANA ROOM** holds up to 30 guests.

The **SIENA ROOM** holds up to 65 guests & offers a private bar, fireplace & access to the patio.

The **VERONA ROOM** holds up to 75 guests & also offers a private bar, fireplace & access to the patio. There is a privacy wall between Siena and Verona that opens to offer a large room that will hold up to 130 guests. Do you have guest list of 200 or more? You could rent the entire restaurant to host your private event.

POMODORO located at 1290 University Avenue, Rochester, offers a very rustic industrial feel!

The **MILANO ROOM** holds up to 100 guests.

The **TURINO ROOM** holds up to 30 guests for an intimate private event.

FOOD and BEVERAGE

The attached information is an overview of what we offer. We will work together to create a dining experience that will compliment your special occasion.

*Your final numbers will be expected **7 days** prior to the event. The number guaranteed will be charged even if fewer guests attend.*

*New York State regulates that **NO** food and beverages will be brought into or on our premises.*

***NO** take-out service permitted on left over buffet items.*

ENTERTAINMENT - DECORATIONS - DISPLAYS

You may arrange for your own entertainment if prior approval has been obtained from our Event Director. Management reserves the right to limit the volume of your entertainment to acceptable levels and hours. Any special requirements for receiving or setting up of displays, decorations, floral arrangements, computers, etc., should be discussed with the Event Director in advance. No material or decorations may be attached to walls or trim by nails, pins, staples, tape or glue.

Confetti, glitter and birdseed are not permitted. If using candles, the wick needs to be below the glass you have them in.

PAYMENT REQUIREMENTS

All final payments are made by the conclusion of event unless other arrangements have been made.

DEPOSIT and CANCELLATION

A \$ 500 non-refundable deposit is required at the time of booking to reserve our event spaces. All deposits are put towards your final bill. Your balance will be due the night of your event. In the event of cancellation, the deposit and payments will not be refunded.

Deposit checks should be made out to Via Mina for events at Via Mina

OR

to Pomodoro Grill for events at Pomodoro

Checks should be mailed to:

Via Mina

3400 Monroe Avenue

Rochester, New York 14618

Attention: Events

PRICING

All prices are subject to change. Final invoices are subject to New York State sales tax, 10% Administration Fee, and 15% gratuity. Each room has a room rental fee starting at \$ 150.00. Please contact The Events Team for pricing.

We look forward to helping make your private event enjoyable and special. Please do not hesitate to call or e-mail us with any questions or concerns.

Sincerely,

The Events Team

Events@theviamina.com

Phone: (585) 586-7000 x. 221

Cell: (585) 381-8000

www.theviamina.com

****Pricing does not include NYS Tax, 10% facility charge and 15% gratuity for serving staff. Prices subject to change without notice.**