

TED'S BULLETIN

Private Event Information & Frequently Asked Questions

EVENT SPACE	Ted's Bulletin Ballston Private Dining Room	EVENT TYPES	Breakfast meetings, seated lunches, group happy hours, dinner & cocktail parties
CAPACITY	20 people seated / 40 standing	AVAILABILITY	Daily breakfast, lunch, happy hour and dinner
PRIVACY	Full private dining space with bar	CUISINE	Modern American
NOTEWORTHY	TV/AV available, off-menu ordering	WEBSITE	www.tedsbulletin.com

Q: What if my group is larger than specified?

A: We are always happy to consider buyouts of the main dining room and/or bar area for up to 160 guests reception style, 140 seated. Rates will vary depending on time of year and day of the week. Please inquire about additional options.

Q: What are the menu options?

A: Off menu ordering, with each table being fed individually. For Happy Hours, we offer many bites that guests can easily eat while standing.

Q: Can I customize the beverages offered at my party?

A: Absolutely. We're happy to tailor a special selection of drinks to be featured during your event. We offer our specialty cocktails, local beer and a selection of wines by the glass.

Q: Can you accommodate allergies and dietary restrictions?

A: Our Chef is prepared to adjust menu items to accommodate most allergies and diets.

Q: Do you charge a rental fee?

A: We do not charge rental or room fees. We do however have food and beverage minimum requirements that vary depending on the day of your event:

Monday – Friday Breakfast: \$400

Monday – Friday Lunch: \$500

Monday – Friday 3-7 Happy Hour: \$400

Sunday – Wednesday Dinner: \$1,000

Thursday – Saturday Dinner: \$1,500

Q: Do you charge gratuity automatically?

A: You will have a dedicated service team for the entirety of your event and 10% tax plus 20% gratuity on food and beverage will be automatically added to the final check.

Q: Can I bring in a cake?

A: We are happy to dress up our own desserts with candles for a celebration (please no homemade items). Our sister business, Sidekick Bakery, can also provide custom cakes. If you bring a cake from another professional bakery, we charge a \$2 per person plating fee.

Q: How can I make my event more memorable?

A: You are welcome to bring simple decorations from balloons to flowers, please just no confetti.

Q: How far in advance do I need to book my event?

A: Spaces are booked on a first come, first served basis. The earlier you inquire and are able to begin planning, the better, as demand and availability can fluctuate, especially during the holiday season.

Q: How should I book my event?

A: Please submit your inquiry at www.tedsbulletin.com/private-events or call (703) 848-7580. A manager will respond to your inquiry via email or return your call promptly.

All minimums are subject to change based on season & volume of business