



S E R C A S A S A N D R A

HOTEL CON ARTE

POLICIES FOR EVENTS AND WEDDINGS AT HOTEL BOUTIQUE SER CASASANDRA

LODGING

- For events of more than 25 people, it is required to rent the entire property for the exclusive use of the guests.
- For events of less than 25 people, it is necessary to rent at least 60% of the total rooms, equivalent to 10 rooms.
- A minimum stay of 3 nights is required to be able to make such a hotel lease.
- In the event of events of more than 25 people, during this period, the hotel closes its services to outsiders giving full attention and service to its guests, ensuring an intimate and private experience.

ADDITIONAL EVENTS

- In addition to the wedding ceremony, SER CasaSandra requires 2 other smaller events for the entire group, either cocktail, welcome dinner, tours and attractions reservations inside the island or any special activity at the request of the bride and groom, during the stay of 3 nights.

PAYMENT DEPOSIT AND PAYMENT SCHEDULE

- A 25% deposit of the total number of rooms is required to block the hotel on the scheduled dates. This is the only way that SER CasaSandra can proceed to block rooms and all its services for full and exclusive use of the bride and groom and their guests. This deposit is non-refundable.
- 90 days prior to the event, the second deposit must be made for 25% of the balance of the rooms (total 50%), non-refundable.
- 60 days before the event, the third deposit of 25% of the total of the rooms must be made, leaving a total of 75% already deposited, with the remaining 25% being charged upon check-in.
- 30 days prior to the event, a 40% deposit must be made for Food and Beverage service.

CAPACITY, SERVICES AND ORGANIZATION

- SER CasaSandra has 17 rooms + 1 Villa, with a capacity considering double occupancy of 38 people. However, the following variations are accepted, taking into account extra person accommodation in rooms with Garden Suite, Master Garden, Ocean Suite and Villa:
 - 47 adults
 - 42 adults and 14 children.
- In relation to the wedding, there is no limit of capacity and can be offered all the services that they require, religious ceremony, civil ceremony, Mayan, reception or dinner.
- SER CasaSandra will be responsible for everything related to food preparation, waiter service and bar service during all your events.
- SER CasaSandra is responsible in case of being required of everything related to ground or air transportation to and from Holbox, as well as tours inside the island for the enjoyment of the guests.
- SER CasaSandra works together with Azul Bodas, a wedding planning agency in Holbox, which is responsible for all the details of legal requirements, type of ceremony, decoration, photos and music. For its part, SER CasaSandra is responsible for everything related to lodging, transportation, tours, food and drinks.