



**Stepping Stone Place 1221 Monaco Court, Stockton, CA 95207 Phone: (209) 948-3295 [www.SteppingStonePlace.com](http://www.SteppingStonePlace.com)**

## **FAQs**

### **May I rent Stepping Stone Place by the hour or day?**

Yes. We welcome hourly (2-hour minimum) and daily rentals.

### **Is there special pricing for regularly scheduled customers?**

Yes. We are willing to work on special pricing for regular customers.

### **What rooms are included in the basic rental?**

The Main room with a capacity of 65 people seated banquet style or 75 theater style (approximately 1300 sq. ft. or 30' by 43'), Utility room (10' by 14' and has a sink in it), Lobby and one Bathroom.

### **What is included in the basic rental?**

Use of tables & chairs for the configuration you need, a white board, directed use of a microphone and projector upon request. There is 90" built-in wall screen.

### **Is set-up time charged?**

Yes. Set-up time is billed at \$40 per hour for events that need a lot of preparation. However, we do allow for a free 15-30 minute set-up time immediately before an event.

### **What forms of payment do you accept?**

We accept Cash, Visa, MasterCard, and Discover Card payments.

### **What is the room capacity for SSP?**

Legal capacity is 90 people (seated meeting style). For banquets the capacity is around 60 people.

### **What other optional services may I ask for?**

We have an event planner available for hire to help you plan whatever you need. We can refer you to other suppliers such as caterers, DJ's, florists, etc.

### **Does Stepping Stone Place have a kitchen?**

No. We do have a Utility room with a sink/garbage disposal which is ideal for staging banquets, etc. Customers may bring in electric heating trays and crockpots. Stepping Stone Place does have 3 heating trays for rent at \$3 each. No open flames are allowed except for birthday cake candles.

### **May I bring food in?**

Yes, you may arrange to have food brought in. The rental price is higher for bringing ANY type of food in, including cookies. Many private parties enjoy bringing in food using crock pots, hot plates, etc. However, no open flames are allowed. You may have a caterer bring in food for your event.

### **Is there an extra charge for food?**

A cleaning deposit will be required for events. Rental charges are slightly higher when ANY food is brought in.

### **Does SSP offer any food services?**

We offer beverages such as coffee, tea and water. We can work with our clients for other needs. Generally, we provide a list of caterers to provide for any other food needs.

### **Stepping Stone Place – Alcohol Policy**

No alcohol is permitted on the premises if minors are present. If arrangements for serving alcohol are made with Stepping Stone Place, an event insurance certificate covering alcohol usage must be presented to Stepping Stone Place two weeks prior to the event.

**Our goal for Stepping Stone Place is to promote and encourage a positive sense of community, involvement and growth. We hope you will give us the opportunity to work with you.**