

The Home of Truth, Facility Rental FAQ (Frequently Asked Questions)

Q: How do I make a reservation?

A: A signed agreement and deposit are required to reserve the date. If your event is booked in advance, full payment is due 2 weeks before the event date. If the time is less than 2 weeks, full payment is due with the agreement in addition to the deposit.

Q: Can I see the space prior to signing an agreement?

A: You can drop by Sundays between 12:15-1:15 pm. Other times can be arranged by emailing alamedahomeoftruth@gmail.com

Q: What type of tables and chairs do you have?

A: We have 8 plastic, rectangle folding tables that seat six, and stackable upholstered chairs. Our table size is 72" X 30" and 25 metal folding chairs.

Q: If we are renting both the cottage and the sanctuary on the same day, do we have to rent them both for the same time, or can we stagger the start and end times?

A: If you are renting the sanctuary and the cottage, start and end times must be the same.

Q: Can we rearrange the furniture?

A: Yes. When your event is over you must reset it in the furniture. You may not move the piano in the sanctuary or cottage. In the cottage, the buffet table and coffee service table cannot be moved.

Q: How many people can attend our event?

A: Sanctuary capacity is 80; cottage capacity is 50; courtyard capacity is 25, the meeting rooms' capacity is 10-12.

Q: Do you have a projector or screen we can rent?

A: Yes (extra \$50 charge).

Q: Can we use your sound system & microphones?

A: In the sanctuary, yes. In the cottage there is a small audio system which can play CDs or use a mini-jack input from your phone or mp3 player (not provided).

Q: May we use the grand piano in the sanctuary?

A: Yes, but you may not move it. We tune the piano a couple times a year. If you need it tuned specifically for your event, you must pay for that service.

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Q: Can we use the cottage kitchen?

A: Yes. Our galley kitchen has a refrigerator, a stove and a microwave, but space is tight. We do not have a dishwasher or icemaker. We have a gas grill you may use but you must provide the propane. You can also bring your own grill if you want to BBQ.

Q: What about catering?

A: We do not offer catering services but you may have your event catered. There are a number of good caterers in Alameda.

Q: Do you supply place settings, napkins, table cloths, cutlery, or garbage bags?

A: No. We recommend paper place settings and plastic utensils. You may use our dishes and utensils, and cookware provided you wash, dry and put them away in their original location.

Q: May we decorate?

A: Yes. However, you may not use nails or pushpins. Use only removable tape.

Q: May we set up tables in the courtyard?

A: Yes. You must clean and put them away at the end.

Q: May we serve alcohol?

A: Yes, alcohol is allowed. However, you must respect that we are located in a residential neighborhood.

Q: Is there a smoking area?

A: No. Smoking is not allowed anywhere on the Home of Truth property.

Q: May we have a DJ or a band?

A: DJ, yes. Band, if they are a small group, yes. Amplified sound must be kept to a reasonable level for our residential neighborhood and end by 10:30 pm.

Q: Is there enough room for dancing?

A: Yes, in the main room of the cottage.

Q: What time must we end?

A: Your event end time must be no later than 10:30 pm. A few people can stay to quietly clean up, but they must be done by 11:00 pm.

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Q: Do you have wi-fi?

A: Yes, you can request the password as a guest.

Q: What if we need wheelchair access?

A: We are not ADA compliant. Neither of our bathrooms are wheelchair accessible. We do have a set of ramps you may use (at your own risk of liability). The ramps are stored inside the building under the front stairs to the left of the front entrance. You are responsible for set-up and return.

Q: What if I have to change my date or cancel altogether?

A: Any change to a confirmed reservation will be charged a 10% change fee.

There is a minimum 72-hour notice required for cancellation; if less than 72-hour notice there is a 20% cancellation fee.

These fees are based on the total amount of the rental fee and will be deducted from your deposit.