



Travis Marina Q&A

Who runs the venue (Travis Marina or Presidio Yacht Club)?

Fort Baker's land is owned by the National Park Service and the Golden Gate National Recreation Area, while the US Air Force has managed Travis Marina for generations.

Originally established in the 1850s as an Army post, Fort Baker provided essential coastal defense positions and logistics support facilities. During World War II, the fort expanded to include 159 structures, most of which were temporary, all dedicated to supporting the training center. In the mid-1990s, when the headquarters of the 91st Division relocated, these buildings were repurposed for their current uses.

After the war, Fort Baker's batteries and anti-submarine operations lost their tactical value, but the marina remained a vital asset. Servicemen began berthing their private boats in the previously unused slips, leading to the formation of a formal organization. The Presidio Yacht Club was founded in 1959, initially open only to military personnel and their dependents. In 1994 the US Air Force opened its membership to the public, continuing to operate independently while preserving its military heritage.

Travis Marina is one of San Francisco best kept secrets. Once discovered it becomes everyone's new favorite spot to visit. Travis Marina has never done any formal advertising yet books up fully due to its iconic location and reasonable prices.

While many will refer to this venue as the Presidio Yacht Club (PYC) since its name is clearly on the side of the building it's actually called Travis Marina.

Today, the US Airforce continues to manage Travis Marina, while the Presidio Yacht Club leases space there to host its yacht club events.

What are the General Venue Rules?

- All contracts must be signed in person (No deposit is taken upon signing a contract).
- The contract will include a venue rental amount + a bar tab minimum. Please refer to your contract for those details. It will also include information about the venue's bartender cash gratuity.
- All cleaning must be done by Golden Gate Special Event LLC exclusively (typically you'll see our number written on the bottom of each contract).
- Corkage Fee for wine/champagne for downstairs consumption.
- All downstairs Beer must be ordered through Travis Marina (no outside beer can be brought in).
- No Hard alcohol mixed downstairs.
- No Self-Service Bar Station downstairs allowed based on liability and insurance.
- No Real Candles, Open Flame Fires or Sparklers allowed.
- No smoking inside any part of the building.
- No Smoke Machines for the dance party allowed.
- No Popcorn, Confetti or Glittered allowed.
- No Nails, Tacks or holes can be made on any surface of the venue or building.
- Only the use the painter's tape can be used to adhere items so no damage to the walls.



Does Travis Marina supply a Site Manager as part of my contract?

No, the venue rental does not include on-site employees to assist with questions during your event, except for two upstairs bartenders who will arrive 1-2 hours before your guests' arrival.

Will Travis Marina set up my tables and chairs?

No, the venue does not provide setup for tables and chairs for your event.

Marin Magazine recently published a list of the top wedding venues in early 2025, and Travis Marina was named as one of the four featured locations. However, the article mistakenly stated that the venue handles setup — this is not accurate.

Tables and chairs are stored downstairs in the Boathouse. If you plan to use them, you'll need to coordinate a setup plan with your rental company, caterer, my team, or another option of your choosing. Be sure to account for setup in all event spaces, including the deck, Boathouse, Banquet Room, and upstairs.

Is cleaning included in my venue rental contract?

No, Travis Marina requires that Golden Gate Special Events handle cleaning to ensure the venue is properly cared for and prepared for the next event. Cleaning is the only service required for our team to handle.

Travis Marina has an open vendor policy. You are free to use any Vendor, Planner or Coordinator at Travis Marina unless specifically stated by the venue.

When can I drop off personal items for my event?

Decorations can be dropped off 1-2 day before your event (*depending on logistics of your event weekend at the venue*). Please notify us in advance so we can ensure so someone is there to receive your items and there is space available to store it. Please make sure to communicate clearly what you will be bringing to ensure that space is available.

Additional lighting rental or decor can be added; please inform us at least one week prior to your event, as an additional service fee will apply for installation.

When can rentals be dropped off or picked up?

Rental Deliveries typically can deliver items the day before your event, Monday-Friday between 9:30 AM and 3:30 PM. Please note that employees leave by 4:30 PM, and rental companies usually need at least an hour or more to unload. Everyone must be off-site by 4:30 PM.

If Golden Gate Special Event is managing your event, we're happy to receive the rentals on your behalf. If not, either you or your planner will need to be on-site to receive them.

If there's an event scheduled the day before yours, we may need to coordinate a shorter delivery window. In some cases, same-day delivery may be necessary if the previous event is using the full venue space and there isn't enough room to store your rentals.

Similarly, if there's an event the day after yours that also uses the full venue and there's no storage available for your rentals through Monday, you'll need to arrange for an early morning pick up the day after your event.



Rental pickups typically happen on Mondays between 9:30 AM and 3:30 PM, depending on the venue's schedule. If you're unsure what to do, just ask—we usually have a good pulse on what's happening that weekend. We'll also have more detailed scheduling information about a month before your event, in case you need to adjust your delivery or pickup window.

If you prefer a Sunday Pickup, then please schedule that between 10:30am-3pm. An employee typically arrives as early as 10am but there is no guarantee unless organizing directly with the venue with follow up. The upstairs bar open by 11am on Sunday so you can always gain access through the bar once it's open to the public.

Tip: If you'd prefer not to deal with tight delivery windows (which can be expensive), plan for a Friday delivery and Monday pickup. About 1–2 months before your event, check with us to see if there's flexibility at the venue for this option—it can save you *a lot* of money.

You've rented the space for the date(s) listed in your contract—usually, that's just one day. If you'd like to deliver or pick up rentals outside of that window, we'll need to check the venue's schedule to see if a special request can be accommodated. If your event is a larger production and you need more time, reach out to the venue manager about possibly adding an extra day to your contract, which would give you full venue access for additional setup or breakdown time.

Can I use real candles at the venue?

No, due to the historic nature of the wooden building, Travis Marina does not permit open flames, fire pits, real candles, real tealights, sparklers, or fireworks of any kind. **All candles must be battery-operated.**

Note: A Sterno is allowed for keeping food warm in chafing dishes.

Is smoking allowed?

Smoking or vaping is **strictly prohibited** inside any part of the venue. Doing so may trigger the sprinkler system and result in a fire alarm, which will automatically dispatch fire department trucks to the site. The **Client will be held responsible** for any false alarms expenses caused by guests smoking indoors.

Smoking and vaping are only allowed in the designated outdoor upstairs bar in the handicap spacing area.

Is my pet/dog allowed at the wedding?

Yes, you may have your fur baby at the wedding, but it's recommended to have a dedicated animal sitter who can take the dog home after the ceremony or photos.

Can my family and wedding party "get ready" at Travis Marina?

It is not recommended to get ready at Travis Marina as it slows down the setup and creates additional messes for vendors to clean up. It's a possibility your vendors will not be ready to receive your family, and it may cause vendors to not be ready for guests arrival if they're supporting the needs of early family arrivals. If family wants to arrive 60-75 minutes early to take family photos that's fine but just make sure it's in our timeline so we know when to expect family to arrive.

*****No outside beer or hard alcohol is allowed to be brought in.** If you want to drink beer before guest arrival you must consume the beer you've purchased through Travis Marina. ****The venue holds the right to revoke the rental agreement if these rules are not kept.** The venue is very strict and serious about these



rules. Since the venue rental is on the most economical side, the venue makes most of its money through alcohol plus their alcohol license is very specific about hard alcohol rules.

No guests are allowed upstairs in the bar until bartenders arrive, typically 1-2 hours prior to guest arrival.

Can the "guys hang out" in the upstairs bar prior to guest arrival?

No, the venue doesn't allow the client and friends to hang out in the bar prior to guest arrival. No one is allowed in the upstairs bar without a venue employee.

Venue bartenders will arrive 1-2 hours before the scheduled guest arrival to prep for all their bar duties. No one is allowed in the bar if venue bartenders are not present. **The only exception to this is if the Band or DJ need to load-in, setup and sound check before guest arrival. But these vendors are not allowed to hang out in the bar prior to guest arrival.

Outside beer or hard alcohol is prohibited; all alcohol must be purchased from the venue, except for wine and champagne with applied corkage fee.

Can I do my first look at Travis Marina?

Absolutely. You can do your first look and family photos 1-1.5 hours before guest arrival. The bride typically goes into hiding 30 minutes before guests arrive. We find some of your guests will arrive as early as 15-20 minutes before your official guest arrival time because they might be worried about traffic. If you want a water station available at this point, please communicate with your caterer to arrive early to have this available for family and the wedding party who will be taking photos.

Will it be difficult for my guests to find the venue?

Most guests don't have trouble finding the venue, but signage with arrows can be helpful, especially for larger events. GPS typically directs guests to the West Parking Lot, which offers ample parking. There's also a second option, the Battery Yates Lot (also known as the East Parking Lot), which may be more accessible for guests with mobility needs.

If you'd like to share driving directions with your guests, just let us know—we're happy to provide a clear guide you can send out.

Please note: All parking lots (West + East) are managed by the National Park Service, and reserved parking is not allowed without prior approval from them. However, Travis Marina does have a limited number of spots between the work sheds and the main building that *can* be reserved—please inquire for specific availability.

Important Notes:

Weekend traffic, especially during popular times like Fleet Week, can significantly increase travel time. Please plan ahead.

The West Parking Lot usually becomes less crowded after 3:00–4:00 PM, once the Bay Area Discovery Museum closes.

*****We strongly discourage booking your wedding during Fleet Week.** It's held each fall and creates major traffic issues, which can frustrate both you and your guests. (If you're unsure of the dates, a quick Google search will confirm the current year's schedule.)



Travis Marina deck is a public pass through so the Client is **not allowed to prohibit the public from passing through.** This can feel very invasive if you hold your special event during Fleet Week when there are hundreds of people passing through to see the Blue Angels fly.

Are Uber and Lyft services available at Travis Marina?

Yes, Uber and Lyft service the area, though guests may have a 15–20-minute wait for pickups. They are always pickup and drop off in the West Parking Lot.

Can I leave my vehicle at Travis Marina overnight?

Yes, typically it's fine for you and a few of your guests to leave your vehicle at Travis Marina overnight if taking an Uber home based on our prior positive experience. It is a good idea for the person to pick up their vehicle early the next day, so the venue is ready for the next day event and space for those event guests.

However, please understand that You will Assume ALL Responsibility of theft or vandalism if leaving a vehicle overnight. The venue has no overnight security making sure your vehicle is completely safe overnight.

When can I access the venue on the day of my event?

Contact the venue's manager, Louis Canotas, for access times. If renting the full venue, access typically begins at 9:30 AM the day of. If your vendors need earlier access, special arrangements can be made directly through the venue's manager.

If you are using our team as your Event Management and/or Planning team, we can handle any early access needed with the venue.

When should vendors strike?

Vendors should plan to strike (remove) all items by the end of your contracted time or immediately following guest departure.

Florists may strike after dinner service concludes and once guests have left the space.

Please note: **Travis Marina (the venue) and Golden Gate Special Events (the planner) are not responsible** for any items left overnight. If items are left behind, they are done so at the client's own risk.

Can I pick up my items the next day?

Yes, if there isn't another event scheduled the following morning, leaving items overnight typically isn't a problem.

We recommend picking up your personal décor or leftover items the next day between 9:30–10:30 AM. If we're handling planning or coordination, you can arrange a special pickup time with our team. Otherwise, please coordinate directly with the venue manager.

Important: We strongly recommend taking all personal valuables—such as marriage licenses, cards, gifts, and other sentimental items—home the night of the event.

Will the venue clean the beach before my wedding?

No, Travis Marina does not clean the beach. If you wish to have a debris-free beach, please arrange for an outside team to handle that.

When can I schedule my ceremony rehearsal?

Rehearsals are typically scheduled for the day before, between 10:00 AM - 2:00 PM, based on Travis Marina's availability. Employees leave by 4:30 PM, creating a hard stop for later rehearsals times if you need access to the inside building.

What alcohol-related policies should I know about?

We highly recommend setting up a downstairs bar to help reduce the overall bar tab for your event. By welcoming guests with wine or champagne downstairs, it creates a natural gathering point—guests often feel they've "found the bar" right away.

Wine and Champagne:

You may bring your own wine or champagne to serve downstairs. All unopened items can be taken home by the client. There is a \$10 corkage fee per 750mL bottle. Magnum bottles are subject to a different corkage rate—please inquire directly with Travis Marina on pricing.

Downstairs bartenders will keep track of all opened bottles, and your Event Planner/Coordinator will report that count to the upstairs bartenders.

Wine + Beer Self Service:

In California, self-service wine bottles on the table at events, like weddings are generally NOT allowed unless the venue has a license for it. Travis Marina does not hold this license so your catering or bartending team will need to pour + serve alcohol. Travis Marina requires all alcohol to be poured by a licensed bartender OR for a licensed bartender to oversee consumption who will hold liability for consumption.

Corkage fees and any pre-ordered beer will count toward your overall bar tab.

Note: Open wine bottles from the downstairs bar cannot be brought upstairs. If you'd like your personal wine served at tables upstairs, there is a \$7 per glass pour fee (pricing may change).

Soft Drinks & Non-Alcoholic Options:

You're welcome to bring your own non-alcoholic beverages at no additional charge.

Beer Orders:

Beer for downstairs must be pre-ordered by the case through Travis Marina at least one week before your event. We recommend adding our Planner team cc'd on that beer order so we can ensure that beer order was made.

Upstairs Bar Policies:

The upstairs bar must remain open to your guests during your event; it cannot be closed during specific time periods or doors locked so guests don't have access.

The upstairs bar offers a full bar selection, and guests will be able to order anything available—top-shelf items cannot be removed in favor of a "lower-tier" menu.

Our recommended strategy is to have a welcoming downstairs bar so guests can enjoy a drink upon arrival, making the upstairs bar feel like a delightful surprise rather than the only drink option.

**Bartender Gratuity:**

A **cash gratuity for bartenders is required** and outlined in your contract with Travis Marina.

Please be prepared to pay this in cash at the end of the night.

If you're short on cash, bartenders may accept Venmo for any remaining balance.

Contact Louis Canotas for any additional alcohol related questions at 415-332-2319 or travissailing@sbcglobal.net.

Can the Marina do batch cocktails?

Depending on the drink, batch cocktails may be possible. You'll want to supply a recipe so you can check with the venue manager if they carry all items and garnish's you want.

Please reach out to the venue's manager for ALL additional alcohol related questions.

Can I have a specialty cocktail downstairs?

Yes, you may serve specialty cocktails at your event; however, all mixed drinks must be prepared at the upstairs bar. Your catering team will order these cocktails from upstairs and then pass them to guests at the downstairs area.

If you plan to serve signature cocktails, please provide the recipes at least 2 weeks in advance so the bar team can be properly prepared. Any ingredients the bar doesn't carry will be the responsibility of the client to provide.

Hard alcohol cannot be poured or mixed at the downstairs bar. Only beer, wine, and champagne may be served from the downstairs bar.

How late should my Caterer team stay?

We recommend asking your **catering team to leave at least 1-2 staff members until 11pm** because your dance party upstairs still need bussing service. Those catering staff member(s) can help with the dessert station, coffee station, late night snack + helping buss upstairs glassware back to the bar. Your venue's bartenders stay behind the bar and will be likely too busy to buss any of their glassware so it will look messy with glassware all over the place.

How do I order my Beer for my Special Event?

All beer intended for downstairs service must be ordered through Travis Marina at **least one week prior to your event** (please cc our team when placing this order if we are your Planner or Coordinator so we can follow up with the venue). There's no need to order beer for the upstairs bar, as it will already be well-stocked with a variety of options.

Travis Marina does not offer the option of purchasing beer by the keg downstairs.

Beer is sold by the case at \$6 per beer (pricing may change). Any unopened beer can be taken home at the end of the night or picked up the following day.

If you'd like to offer non-alcoholic beer, we recommend mentioning it to the Venue Manager when placing your downstairs beer order—these options are becoming increasingly popular, and it's helpful to ensure they're available.



If our team is serving as your Planner or Event Coordinator, we're happy to place the beer order on your behalf. If you decide to place the order yourself, please CC our team (if we're handling Event Management) so we can stay in the loop.

Typical beers available for order include [Fort Point IPA](#), [Henhouse IPA](#), [Lagunitas Little Sumpin' IPA](#), [KSA](#), [Pacifico](#), [Corona](#), [Coors](#), [Coors Light](#), [Heineken](#), [Stella](#), [Dos Equis Lager](#), [Dos Equis Amber](#), and [Trumer Pilsner](#).

For the most current beer list, please contact Travis Marina directly. If our team is coordinating your event, you may communicate your beer order to us 7-10 days prior, and we will place the order with Travis Marina.

For any alcohol-related questions, please contact Louis Canotas at 415-332-2319.

How much beer wine + champagne should I plan on providing downstairs?

The following recommendations are based on a typical timeline where guests arrive between 3:30–4:00 PM and move to the upstairs bar around 8:00 PM. These are average estimates meant to guide your planning. If you plan to extend the party later downstairs then you will need to accommodate more alcohol based on the extended time.

Please keep in mind that your group may fall into a different category of light or heavy drinkers, so adjust quantities accordingly based on your guest list and preferences.

For 100-120 guests (assuming no kids)

3-4 cases of beer

2 cases of champagne (if you want a champagne pour for toasts you may add another case)

3-4 cases of white wine

2-3 cases of red wine

For 130-150 guests (assuming no kids)

5-6 cases of beer

2-3 cases of champagne (if you want a champagne pour for toasts you may add another case or two)

4-5 cases of white wine

3-4 cases of red wine

**The above recommendations are typically ample and may result in some leftover alcohol.*

***Any leftover alcohol can be taken home at the end of the night or the next day.*

****Corkage fees apply only to bottles that are opened (any bottles unopened will not have a corkage fee).*

What if my caterer doesn't provide full service?

You'll need a team to set up the dinner tables — this includes placing dinnerware, glassware, flatware, folding napkins, and general table prep. The same team should handle bussing duties throughout the event, including during your upstairs dance party.

At the end of the night, we'll need staff to scrape all dishes and return all rental plates and glassware to their appropriate racks. If your rental company requires items to be rinsed or washed, please make sure your team includes a designated "dishwashing crew" to handle those specific needs.



The venue rental includes two upstairs bartenders, but please note they remain behind the bar and do not assist with bussing. During the dance party, they will be fully occupied, so it is required that your kitchen or vendor team includes at least one dedicated staff member/busser for the dance floor area. This person will be responsible for keeping the space clean and tidy, restocking the dessert table, and assisting with any late-night snacks. This staff/busser should plan to stay until at least 11 PM, or later if you choose to extend the event. 11pm (or stay until the last call) if you choose to extended the hours.

How many bartenders are included in my venue rental?

Your contract includes two upstairs bartenders who arrive 1-2 hours before guest arrival and will stay behind the upstairs bar all night. They do not help with the downstairs bar(s).

Can I extend my hours?

Please contact the Venue Manager, Louis Canatos, to discuss specific terms and staffing needs.

Note that Golden Gate Special Events charges an additional fee if our Planner, Event Coordinator, or team members are required to extend their hours beyond the originally contracted time.

For cleaning services, there is an After-Hours additional charge of \$100 if the event extends past 11:30 PM.

When do I pay the venue rental and bar tab?

The full balance for the venue rental, bar tab, and bartender cash gratuity is due on the day of the event. The venue does not take a deposit, so don't be caught off guard when the full amount is due the night of your wedding.

The venue prefers that the venue rental and bar tab be paid by credit card, though checks are also accepted. We recommend contacting your bank or credit card company in advance to let them know you'll be making large charges on your wedding night to avoid any payment issues.

Can I hang a custom sign or flag?

If you are looking to replace the "smiley face sign" with a custom sign of your own, the dimensions are **26" Height x 33" Width**. This sign is located at the base of the exterior stairs going up to the bar. The sign light doesn't work so we recommend asking us about adding additional lighting so this sign can be seen at night. We recommend having your image printed on foam board with corner eyelets, either double sided or single sided print is okay (based on your budget and preference).



If we are Coordinating your wedding, please make sure to let us know you plan on having us hang this custom sign in our download meeting so that it's part of our timeline.

If you want to have a custom flag created for your wedding, there are 3 flag poles on the lower deck that you may sail it from. The venue does not have any flags so you'll want to provide your own.

Does Travis Marina have plates, linens, glassware or outdoor heaters?

No, Travis Marina does not supply linens, dinnerware, flatware, or glassware for downstairs use. They do not have outdoor heaters or highboys. Items you may see in the Boathouse during your walkthrough are likely from a rental company that still is waiting to be picked up. All these items must be rented separately.

How many bathrooms are included in my venue rental?

(2) Medium size bathrooms downstairs in the Boathouse and
(2) Bathrooms upstairs in the bar. One large unisex bathroom and one men's bathroom that small and narrow.

If you are planning on providing bathroom baskets for bathrooms we recommend only (3) since the men's bar bathroom is too small and narrow for extra items.

If you wish to rent a portable bathroom trailer you are welcome to do so but we recommend staffing an attendant at that location (at least from guest arrival through dinner hour) otherwise you will have random tourists messing up the space and using supplies.

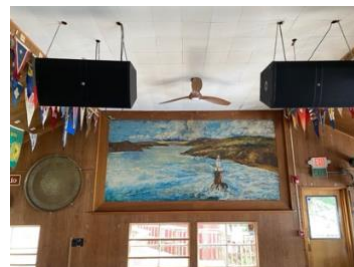
Sound Equipment at Travis Marina?

Downstairs does not have any sound system. Your Sound tech can setup a PA near the bell which has power. We recommend having them setup the wireless microphone receiver as close as possible to the microphone because heavy wind can break the connection from the receiver.

Your Sound tech can setup a PA inside the Boathouse (near the Barn Doors to the left if facing north). There is also an outlet available in the yellow room in the back right corner of the room.

Upstairs Bar has a new 16 channel mixing board, 2 main house speakers installed on the ceiling. The Marina doesn't have any monitors, subwoofers or lighting equipment (sometimes the small green/red laser lights for the dance floor work but don't always count on them). There are 4 outlets within 10-15 feet from the DJ or Band setup. can plug into the snake. Oftentimes DJ and Bands bring their own sound system so they are confident the sound quality will be to their standard.

If you want to plug in your device for a playlist, we recommend bringing your own connection cord so ensure it works properly. Don't forget to upgrade your account so you don't have commercials playing during your party ☺. [Here is a link](#) for an apple device connection for reference.



Does the venue have a Disco Ball?



No, the venue does not have any dance lighting or Disco Ball as part of your rental.

What equipment is included in my venue rental?

Downstairs:

- - (12) six-foot round tables
- - (140) blue padded chairs.
- *There is no sound system downstairs (that must be rented + brought in for your event)*
- *There is no heating system in the Boathouse but there is a heater in the yellow banquet room.*

Upstairs Bar:

- - (7) 36-inch round tables with a rod iron base (30" height), they have up to 4 chairs per table.
- - (1) 60-inch wooden round table (cannot be removed from the bar), it comes with 5 wooden armed captain chairs.
- (2) Lounge spaces which each includes one couch, three brown leather side tables and a oval wooden coffee table.
- - (5) Bar stools (we recommend removing some but not all the bar stools).
- - (1) Piano (cannot be removed from the bar if the leg is broken) *Yes, the piano works and is tuned a couple of times throughout the year but not guaranteed to be tuned for your event.*

Do you want to move the piano center stage? It's a possibility to have the piano moved to the center of the mural wall or nearby for a piano moving fee of \$750 fee. Moving the piano requires three strong staff members and includes returning it to its original position at the end of the night. Please note: If the piano has a broken leg, it cannot be moved under any circumstances.

The venue does have WIFI which has a weak signal and should not be used for streaming.

The venue does provide multiple back-of-house trash cans and liners, but we do not recommend placing them in guest-facing areas. These bins are industrial-style and resemble construction garbage cans, so they're not suitable for guest use or aesthetic spaces.

The venue has a built-in coat rack under the stairs, which comes with a mix of random hangers. We highly recommend renting 1–2 additional coat racks, especially in colder weather. Trust us — you'll thank us later! It helps keep the space tidy, organized, and clutter-free.

Who do I contact about changes to my venue contract?

For rescheduling, cancellations, or other contract-related questions, contact Louis Canotas at 415-332-2319 or via email at travissailing@sbcglobal.net.

Please note that while we know a lot about the venue, Golden Gate Special Events operates independently from Travis Marina. We are providing this document as a helpful tool and guide so you are aware at the beginning of your planning process. It is possible venue pricing may change from when this document was created.

Golden Gate Special Events LLC
Event Planning, Management + Design
www.GoldenGateSpecialEvents.com



Golden Gate Special Events LLC is a full-service event planner and coordinator. We provide solutions for your event staffing needs + rentals and offer select rental options in Northern California. We have done hundreds of events at Travis Marina since 2013 so our team has an extensive knowledge of that venue. Please reach out if you have any further questions or would like to discuss your upcoming event.