

*A Cherished Occasion
An Unforgettable Setting*



Congratulations on your engagement!

Our Four Seasons staff pride themselves on unparalleled service
and our Chefs look forward to creating a custom menu for your special day.

Let your wedding memories begin...

Cocktail Reception



Cold Hors d'oeuvres - Priced Per Piece

Compressed Watermelon, Lemon, Aged Balsamic, Feta Snow - **GF**

Beef Stained Deviled Egg, Fine Herbs, Pickled Onion - **GF**

Fava Bean Purée, Crostini, Shaved Parmesan

Goat Cheese Mousse on Sourdough Toast with Ginger Honey Jelly
\$9 each

Thai Chicken Summer Roll, Mango, Asian Vegetables, Sweet Chili - **GF Optional**

Smoked Salmon, Crisp Potato Latke, Crème Fraîche, Dill

Candied Fig, Cashew-Cardamom Cream, Micro Thyme

Mini Pancake Topped with Beets Labneh with Salmon Gravlox

\$10 each

Tuna or Yellowtail Taro Root Tacos, Cilantro, Kimchi Aioli

Beef Carpaccio, Truffle Crema, Pickled Mustard Seed, Crostini

Seared Ahi Tuna, Prawn Cracker, Mango-Chili Sauce

Warm Potato Blinis, Caviar, Crème Fraîche, Chive - **GF**

Lomi Lomi Salmon, Potato Chip, Yuzu Crème Fraîche

Tuna or Hamachi Poke, Soya and Furikake, Taro Root Chip

Asian Tuna Tartare, Sesame Cones, Yuzu-Wasabi Cream

\$11 each

Slow Cooked Lobster Lollipop Coated with Sesame Seed, Tropical Fruit Tapenade

\$12 each

Hot Hors d'oeuvres - Priced Per Piece

Mac n' Cheese Cubes, Horseradish-White Cheddar Sauce

Twice Baked Fingerling Potato, Bacon, Chive, Cheddar, Crème Fraîche - **GF**

Sunburst Squash Cups, Quinoa, Cashew Crema, Romesco Sauce - **GF**

Crisp Vegetable Spring Roll, Plum Sauce

Bacon Wrapped Medjool Date, Little Lamb Cheese, Chili-Maple Glaze - **GF**

Vegetable Pot Stickers, Sweet Soy Sauce

\$9 each

Duck Confit Quesadilla, Hoisin Sauce, Scallions

Smoked Chicken Quesadilla, Bell Pepper, Cilantro, Avocado Crema

Petit Bánh Mi, Chili Glazed Pork Belly, Watermelon Radish Slaw, Sriracha Aioli

Smoked Chicken Turnover, Gouda, Wilted Greens, Wild Mushrooms

Curried Chicken, Cilantro, Red Onion on Poppadum Cones

Lemon Grass Stem Rolled Chicken Dumpling

Chicken & Waffle "Cups", Spiced Maple, Pickled Fresno Chili, Micro Parsley

Sesame-Chicken Satay, Spicy Honey Mustard

\$10 each

Mini Lobster Roll, Brioche, Tarragon Crème Fraîche

Roasted Scallop, Pancetta, Chive Beurre Blanc - **GF**

Beef Indonesian Satay, Peanut Sauce

Moroccan Lamb Kofta, Sesame-Tahini Dip

Crispy Tempura Kalbi Short Rib, Soy Sesame Hoisin Sauce

Mini Lump Crab Cake, Miso Aioli

Rosemary-Rubbed Lamb Lollipops with Mint and Yoghurt Sauce

Grilled Beef Mini Loin with Cheddar Toast, Caramelized Onion, Mustard Spread

Panko Coconut Fried Shrimp with Mango Chutney

\$11 each

One Hour Stations

Specialty Chef Attended Stations

Roving Oyster Shucker

- \$350.00 per attendant -

Kumamoto Oysters, Campari Mignonette, Cocktail Sauce, Horseradish, Lemons
Oysters Charged on Consumption
\$10.00 per oyster (suggested 2.5 piece per person)

Peking Duck

- \$350.00 per attendant -

Moo Shu Pancakes Bao Buns, Scallions, Hoisin, Plum Sauce
\$32.00 per person

Sushi Bar

- \$450.00 per attendant -

- 6 pieces per person -

Tuna, Salmon, Yellowtail, Shrimp, Eel, California Rolls, Spicy Tuna Rolls, Salmon Rolls
\$55.00 per person

Add Sashimi

- 8 pieces per person -

Tuna, Salmon, Yellowtail, Shrimp Nigiri, Eel Nigiri, California Rolls, Spicy Tuna Rolls, Salmon Rolls
\$70.00 per person

Chef Attended Carving Stations

\$350 per attendant

Prime Rib Eye

Grilled Porterhouse Steaks on Skewers
Roasted Tenderloin of Beef

- select one -

\$45.00 per person

12-Hour Smoked Brisket

Leg of Lamb
Porchetta

Stuffed Veal Breast

Smoked Crown of Turkey

- select one -

\$38.00 per person

Brined Whole Turkey

Whole Thyme & Lemon Roasted Chicken
Chicken

Veal Milanese

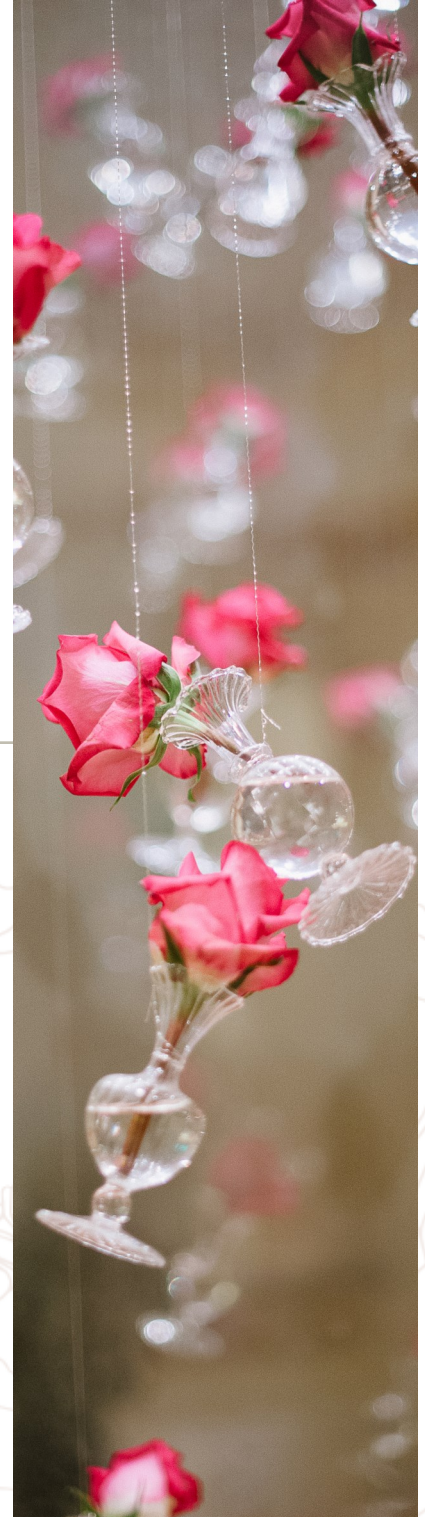
- select one -

\$35.00 per person

Choose Two Sauces: Chimichurri, Mint Pesto, Horseradish Cream, Spicy BBQ
Cranberry-Orange Relish, Béarnaise, Red Wine Demi, Lemon Aioli

Each Station Includes: Petite Rolls, Sliced Breads and Lavosh

All menu prices are subject to 15% administrative fee & 9.5% sales tax



One Hour Stations

Chef Attended Stations

\$350 per attendant

Paella, Cooked Live In Evo Grill Paella Pan

Saffron Rice, Shrimp, Calamari, Mussels, Chicken, Sofrito, Green Peas
\$42.00 per person

Korean BBQ "Tacos"

Korean Short Ribs, Marinated Chicken, Steamed Bao Buns, Watermelon Radish, Cucumber, Kimchi, Toasted Sesame, Gochujang Chili Sauce
\$40.00 per person

Iced Poke Bowl Bar

Ponzu Marinated Tuna, Salmon or Hamachi, Seasoned Sushi Rice, Spicy Mayonnaise, Seaweed Salad, Watermelon Radish, Daikon Sprouts, Scallions, Red Cabbage, Edamame, Cucumber, Pickled Red Onion, Toasted Sesame, Puffed Rice, Toasted Coconut, Crispy Shallots
\$42.00 per person

Mexican Taco Truck

Select One: Pork or Chicken Al Pastor on Rotisserie Grill or Quesadilla Bar with Mushroom, Chicken and Shrimp Quesadillas Made-to-Order
Select Two: Carne Asada, Baja Shrimp, Chicken Tinga, Corn and Poblano Rajas, Mahi Mahi in Achiote, Pork Carnitas, Huitlacoche
Accompaniments: Refried Beans, Tortillas Chips, Guacamole, Tomatillo Salsa Verde, Molcajete Salsa, Charred Corn and Mango Salsa, Pico de Gallo, Chopped Cilantro, Radishes, Pickled Fresno Chili, Sweet 100 Tomato, Shredded Red Cabbage, Crème Mexicana
\$48.00 per person

Culina Inspired Italian Pasta Station

Select Two: Gnocchi with Braised Lamb Ragù, Wild Mushroom Ravioli, Rigatoni with Broccoli Italian Sausage and Anchovy Crumb, Cavatelli Primavera, Beet Gnocchi with Ricotta
Select One Risotto Served in Parmesan Wheel: Truffled Wild Mushroom Risotto, Butternut Squash Risotto, Saffron Risotto, Pea Risotto with Asparagus, Beet Risotto
Accompaniments: Shaved Parmigiano Reggiano, Micro Parsley, Extra Virgin Olive Oil
\$43.00 per person

Asian Station

Select One Dish: Fried Rice, Stir Fry, Chow Mein
Select Three Proteins: Chicken, Beef, BBQ Pork, Calamari, Shrimp, Fried Tofu
Select One Soup: Hot and Sour Soup, Egg Drop Soup, Wonton Soup
Accompaniments: Shrimp Lollipops, Spring Rolls, Hoisin, Sweet Soy, Plum Sauce, Sweet Chili, Sambal, Green Onions, Cilantro, Crispy Wontons, Chili, Soy Sauce
\$40.00 per person

California Pizza

- Oven Rental Fee Will Apply (From \$850) -

Select Three Pizzas: Margherita, Salami & Calabrian Chili, Confit Tuna with Spicy Tomato, Market Vegetable, Wild Mushroom Pesto and Ricotta, Purple Potato and Tuscan Kale, Truffle with Quail Egg, Pepperoni and Jalapeño, Prosciutto and Smoked Mozzarella
\$42.00 per person

Caviar Station

Kolikof Premium Sturgeon Caviar Malossol, Petrossian Salmon Roe, Chive "Caviar"
Accompaniments: Buckwheat and Potato Blinis Made-to-Order, Crème Fraîche, Red Onion, Parsley, Chive Lemon, Chopped Egg White and Yolk
\$80.00 per person
(Based on .5 oz per person)

Kabobs Grilled On The Evo Grill (Outdoor)

Beef Kabobs with Chimichurri, Marinated Chicken with Mint Yogurt, Lamb Kofta with Spicy Tomato
Accompaniments: Paratha Bread, Hummus, Baba Ghanoush, Beet Yogurt, Marinated Mixed Olives, Marinated Red and Yellow Tomatoes, Dolmas, Rosemary-Chili Marinated Feta
\$55.00 per person

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One Hour Stations

Displayed Stations

California Cheese

Chef's Selection of Cheeses from Fiscalini Farms, Point Reyes Farmstead Cheese Company, Marin County Cheese Golden Valley Farm, Bellwether Farms, Laura Chanel's Cheese Company
Accompaniments: Rustic Bread and Crackers, Dried Fruit, Nuts and Grapes
\$35.00 per person

Seafood on Ice

Oysters on the Half Shell, Shrimp Cocktail, Alaskan King Crab, Clams on the Half Shell, Green Lipped Mussels
Traditional Cocktail Sauce, Mignonette, Garlic-Lemon Aioli
\$65.00 per person
(Based on 6 pieces per person)

Dim Sum "Cart"

Select Four Steamed Dim Sum: Pork & Shrimp Siu Mai, Leek Dumplings, Shrimp Har Gow, Scallop and Shrimp Dumplings
Vegetable Pot Stickers, Chicken Pot Stickers, BBQ Pork Buns, BBQ Duck Buns
Select Two Fried Dim Sum: Vegetable Spring Rolls, Shrimp Lollipops, Vegetable Pot Stickers, Chicken Pot Stickers, Duck Triangles in Puff Pastry
Accompaniments: Hoisin, Plum Sauce, Sweet Chili Sauce, Sambal Oelek
\$42.00 per person

Tapas and Small Bites

Select Three, Four or Five: Charcuterie Selection, Honeydew and Cantaloupe with Prosciutto and Micro Thyme, Marinated Mixed Olives
Pita with Hummus and Baba Ghanoush, Marinated Red and Yellow Tomatoes, Feta with Olive Oil and Rosemary
Grilled Mediterranean Vegetables, Burrata Stuffed Campari Tomatoes with Basil, Grilled Seasonal Fruit with Herbs
Extra Virgin Olive Oil, Artichokes Hearts with Lemon and Thyme
Accompaniments: Rustic Bread and Crackers, Dried Fruit, Nuts and Grapes
\$38.00 per person
(+\$9 each additional item)

Tailgate Party

Turkey and Beef Sliders, Mac n' Cheese, Bacon Wrapped Hot Dogs and Beer Braised Bratwurst, French Fries in Cones with Shoestring Fries
Seasoned Steak Fries and Sweet Potato Fries, Country Potato Salad, Tricolor Coleslaw
Accompaniments: Mustard, Ketchup, Truffle Mayo, Ranch, Pickle Relish, Pickled Onions
Bread and Butter Pickles, Red Onion, Sauerkraut, Green Onion
\$42.00 per person

Potato Skin Bar

Bacon, Sour Cream, Green Onion, Broccoli, Chili, Avocado, Cheddar Cheese
Queso Fresco, Tomato, Red Onion, Smoked Salmon, Chive Sticks
Lobster (+\$12)
\$30.00 per person

Mac n' Cheese Bar

Truffled White Mac and Sharp Cheddar Mac
Accompaniments: Bacon, Peas, Herb Croutons, Ham, Bleu Cheese, Crispy Shallots
\$32.00 per person

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Plated Dinner

Soups

Roasted Butternut Squash Soup, Spicy Caramel Popcorn
Leek and Potato Soup, Crispy Leek
Roasted Tomato Soup, Basil Pesto
Wild Mushroom Soup, Truffle Foam
Maine Lobster Chowder, Roasted Corn
Heirloom Tomato and Watermelon Gazpacho, Cucumber-Watermelon Pico de Gallo
Lobster Bisque, Crème Fraîche, Tarragon, Lobster Fritter
Beet Gazpacho Peach or Persimmon, Edible Flowers

Appetizers

Caviar Topped Scallop, Potato-Parsley Purée, Lemon Beurre Blanc
Alaskan King Crab Cake, Charred Corn and Pineapple Relish, Ancho Rémooulade
Ahi Tuna Tartare, Pea Purée, Market Vegetables, Taro Root Crisp
Corn and Mascarpone Ravioli, Corn Purée, Sage Butter
Wild Mushroom and Goat Cheese Ravioli, Porcini Ragout
Roasted Beet Gnocchi, Herbed Ricotta, Gremolata
Smoked Salmon Tartare, Granny Smith Apple, Watercress, Avocado Crema
Maine Lobster Risotto, Meyer Lemon, Asparagus Coulis
Yellowtail Poke, Coconut Broth, Radish, Seaweed Salad
Duck and Fig Tart, Lollo Rosso, Duck "Prosciutto," Hazelnut
Asparagus Parcel, Parmesan Fondue, Snap Pea Salad
Octopus Carpaccio, Beet Gnocchi, Dried Olive, Hearts on Fire
Truffled Cauliflower Soufflé, Shaved Black Truffle, Fontina Cream, Truffle Foam

Salads

Butter Lettuce Wedge, Heirloom Cherry Tomato, Applewood Smoked Bacon, Green Onion, Bleu Cheese
Young Hollywood Salad, Mesclun Greens, Strawberry, Blueberry, Cucumber, Tomato, Hemp Seed, Napa Vinaigrette
Little Gem Caesar, Parmigiano Reggiano, Truffle Crumb, Crispy Brussels Sprouts
Farmers Market Peach, Burrata, Pistachio Pesto, Arugula
Compressed Watermelon, Grilled Halloumi, Mint Leaf, Taggiasca Olive
Heirloom Tomato, Peach or Persimmon, Burrata, Torn Soft Herbs
Bibb Lettuce, Shaved Market Vegetables, Edible Flowers, Yogurt Green Goddess
Antioxidant Salad, Tuscan Kale, Dark Berries, Pistachio, Pumpkin Seed, Pomegranate, Goji Berries, Aged Balsamic
Baby Heirloom Beet, Watermelon Radish, Goat Cheese, Pickled Red Onion, Candied Pecan

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Plated Dinner



Vegetarian Entrée

Red Lentil Cake Green Curry Sauce, Seasonal Vegetables, Golden Pea Shoots

Soft Polenta Root Vegetables, Crispy Corn Grit Crouton, Cherry Tomato Vinaigrette, Watercress

Vegetable Wellington Phyllo Dough, Piquillo Purée, Frisée

Poultry Entrée

Honey-Rosemary Half Chicken Butternut-Potato Purée, Glazed Carrots, Carrot Jus, Crispy Butternut

Marinated Airline Chicken Breast Saffron Risotto, Roasted Fennel, Broccolini, Chicken Jus, Crispy Potato

Chicken Milanese Crispy Smashed Fingerlings with Herb Tomato Sauce, Arugula, Sweet 100 Tomato Parmesan, Lemon Aioli

Roasted Airline Chicken Breast Garlic Mashed Potato, Smoked Trumpet Mushroom, Brussels Sprout Slaw Crispy Brussels Sprout Leaves

Seafood Entrée

Salmon Basil-Potato Purée, Roasted Baby Beets, Heirloom Cherry Tomato Vinaigrette, Golden Pea Shoots

Hallibut Smashed Purple Potatoes, Blanched Purple Kale, Pea Purée, Baby Kale Leaves, Asparagus

Striped Bass Black Rice Risotto, Broccolini, Cherry Tomato on the Vine, Aged Balsamic, Roasted Lemon

Black Cod Baby Red Potato, Blanched Baby Vegetables, Fish Fumet, Brussels Sprout Leaves

Black Cod Yellow Coconut Sticky Rice, Papaya-Mango Pico de Gallo, Coconut Curry Sauce Coconut Shavings, Micro Cilantro

Kanpachi Cilantro-Lime Rice, Baby Zucchini-Tomatillo Stew, Avocado Crema, Micro Cilantro

Cobia Cauliflower Purée, Artichoke and Golden Raisin Relish, Shaved Green Asparagus and Fennel Salad Roasted Lemon

Striped Bass Heirloom Beans, Roasted Heirloom Peppers, Romesco, Golden Pea Shoots

Branzino Cauliflower Purée, Tricolor Cauliflower, Pistachio-Arugula Pesto

Branzino Polenta Cake, Ratatouille, Zucchini Purée, Roasted Lemon

Meat Entrée

Filet of Beef Truffle Cauliflower Soufflé, Roasted Japanese Turnips, Red Wine Demi, Crispy Salsify

Braised Short Rib Beet-Potato Purée, Roasted Watermelon Radish, Candied Cipollini, Shaved Beets

Ossobuco Pea Risotto, Snap Pea Salad, Herb Purée, Pea Tendrils

Veal Loin Celery Root Purée, Tricolor Cauliflower, Salsa Verde, Shaved Celery

Lamb Rack Olive-Potato Gratin, Cherry Tomato on the Vine, Black Olive Oil (+\$10)

Veal Milanese Chive Spaetzle, Braised Red Cabbage, Citrus Beurre Blanc, Roasted Lemon

Pricing per person

	3-Course	4-Course
Poultry:	\$125.00	\$138.00
Seafood:	\$130.00	\$144.00
Meat:	\$138.00	\$152.00

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Plated Dinner

- Please choose two of the following -
Freshly brewed coffee, decaffeinated coffee, selection of fine black and herbal teas included

Desserts

Chocolate Tortino, Fresh Berries, Berry Sauce or Anglaise, Vanilla Ice Cream
Lemon Panna Cotta Martini, Whipped Cream, Raspberries, Croquant, Edible Flower Petals
Strawberry Martini, Strawberry Lime Consommé, Vanilla Pound Cake Pavlova, Strawberry Cream
Hazelnut Crunch Bar, Flourless Chocolate Cake, Hazelnut Mousse, Fudge Sauce
Hazelnut Ice Cream, Chocolate Sand
Chocolate Peanut Bar, Chocolate Sable, Peanut Crunch, Vanilla Ice Cream
Passionfruit Olive Oil Cake, Coconut Ginger Crèmeux, Poached Mango, Mango Glass, Coconut Meringue Sticks
Soaked Apple Cake, White Chocolate Apple Mousse, Oatmeal Streusel
Candied Almonds, Green Apple Gelee, Brown Butter Anglaise
Shades of Pistachio: Pistachio Whipped Ganache, Raspberry Flex Ganache, Pistachio Sponge Cake
Raspberries, Pistachio Snow, Pistachio Anglaise or Raspberry Gele
Blueberry Macadamia Chocolate Tart, Candied Macadamia
Macadamia Honey Whipped Cream, Blueberry Gelee
Seasonal Fruit Tart, Vanilla Cream, Berry Gelee, Tuile Cup, Seasonal Sorbet, Flower Petals, Micro Green,
Tiramisu, Coffee Crèmeux, Chocolate Tuile, Coffee Meringue Sticks

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Dessert Stations

In Lieu of Plated Dessert (Minimum of 100 guests for stations)
(Includes 7 Items)

Displayed Stations

- \$32.00 per person per station -

Chocolate	Chocolate Pot de Crème, Chocolate Profiteroles, Chocolate Dipped Strawberries Chocolate Espresso Tart, Old Fashioned Chocolate Cake, Chocolate Chip Cookies Chocolate Truffles, Blondies and Brownies, Dipped Chocolate Cheesecake
Classic	Mini Eclairs, Selection of French Macarons, Apple Tatin, Strawberry Shortcake, Lemon Bar Berry Trifle, Raspberry Financiers, Vanilla Custard and Fresh Fruit Mini Tarts, Carrot Cake Mini Crème Brûlée, Coconut Macaroon, Crème Caramel, Traditional Cheesecake
Fun	Assorted Chocolate Lollipops, Selection of Cookie Jars, Housemade Vanilla Marshmallow Dipped Chocolate Cheesecake Pops, Raspberry Pop Tarts, Cake Cones, Caramel Corn Chocolate Drizzle Popcorn, Cupcakes: Red Velvet, Chocolate, Lemon, Funfetti and Carrot
Italian	Tiramisu, Pistachio Cannoli, Chocolate Tortino, Lemon Panna Cotta, Butterscotch Budino Pignoli Cookies, Almond Biscotti, Almond Berry Crostata
Mini Pies	Apple, Key Lime, Chocolate Banana Cream, Almond Peach, Lemon Meringue, Pecan

Enhance Your Dessert Station

- \$32.00 per person per station -
(Chef Attendant Required at \$350.00)

Gelato Counter	Six Different Selections of Gelatos and Sorbet Toppings of: Chocolate Sauce, Caramel Sauce, Sprinkles, Chocolate Pearls Maraschino Cherries, Toasted Nuts
Donut	Fresh Made-to-Order Donuts, Served with Chocolate Ganache and Caramel Glaze Sprinkles, Cinnamon, Sugar, White and Dark Chocolate Pearls, Toasted Pistachios

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Bar and Wine Selections

Premium Cocktails

Ketel One, Titos Vodka, Tanqueray Gin
Jack Daniels, Dewar's White Label
El Jimador Siler, Cruzan Aged Rum
\$16.00 per drink

Imported Beer

Heineken, Amstel Light, Corona, Stella Artois
Dogfish Head 60 Minute IPA
Sierra Nevada Hazy Little Thing IPA
\$11.00 per drink

Soft Drinks, Juices & Mineral Waters

Coke, Diet Coke, 7-Up, Ginger Ale
Cranberry Juice, Orange Juice
Pineapple Juice, San Benedetto Tiat
\$9.00 per drink

Deluxe Cocktails

Grey Goose, Belvedere, Bombay Sapphire
Johnnie Walker Black, Glenlivet 12, Maker's Mark
Bacardi Original, Bulleit Bourbon
Patron Silver, Myer's Dark, Rittenhouse Rye
\$18.00 per drink

Domestic Beer

Bud Light, Samuel Adams
Coors Light, Kaliber NA
\$10.00 per drink

Liqueurs & Cordials

Kahlua, Frangelico, Bailey's Irish Cream, Chambord
Amaretto Disaronno, Grand Marnier
Courvoisier VSOP, Cointreau
\$16.00 per drink



Four Seasons Wine Selection

Sparkling Wines

Zardetto Prosecco, Italy N.V. \$65.00

White Wines

Carmel Road Chardonnay, California \$55.00
Jermann Pinot Grigio \$55.00
Proverb Chardonnay, California \$60.00

Red Wines

Canyon Road Cabernet Sauvignon, California \$55.00
Proverb Cabernet Sauvignon, California \$55.00
Canyon Road Pinot Noir, California \$55.00
Luigi Bosca Malbec, Argentina \$85.00

Fees for additional bartenders applicable based on event details

Bar Packages

*Each additional hour at \$15.00 per person

2023

5-hour: \$115.00 per person
6-hour: \$125.00 per person

2024

5-hour: \$120.00 per person
6-hour: \$130.00 per person

One Bartender per 75 guests for cocktail receptions
Additional bars subject to set-up fee of \$450.00 plus \$350.00 bartender fee

All menu prices are subject to 15% administrative fee & 9.5% sales tax

Event Information and Policies

Valet Parking	\$20.00 per car
Chef Attendants / Bartenders	\$350.00 each
Sushi Chefs	\$450.00 each
Security Officers (6-hour minimum)	\$85.00 each / per hour
Coat Check Attendant	\$350.00 each
Restroom Attendant	\$350.00 each
Cake Cutting Fee	\$12.00 per person
Events with less than 15 guests - rental fee will apply	\$350.00 labor fee/room rental
Overtime Fee	\$1,000.00 per hour
• Lunch events extending past four hours from invitation time	
• Dinner events extending past six hours from invitation time	
Kashrus Supervision - OK Kosher of Los Angeles, Rabbi Sholom Kesselman	from \$3,500.00 per event
Box Handling Fee	\$350.00 per event

Certificate of Insurance

Certificate of Liability Insurance required for all outside vendors.

Load In / Load Out

The Loading Dock is located on Wetherly Drive between Burton Way and Third Street, and may be accessed between the hours of 7:00AM and 10:00PM only .

Care and Instructions

Vendors are required to utilize proper care to protect event space during set up and teardown. Carpets, walls, doors and all furnishings must be protected during installation and loading out of décor and equipment. No pins, nails or staples are to be used on awnings, tables or chairs.

Any damages to hotel property are the responsibility of the client and must be immediately reported to Banquet Manager or Security Officer on Duty.

No items shall be attached to ceilings, walls, chandeliers, wall sconces or other hotel furnishing without the advance approval of the Catering Manager and Director of Engineering. All cables are to be taped down with "Gaffers" tape only. No duct tape is to be used.

All space and rooms used for events must be left in the same condition as they were prior to setting up on the Hotel property. Any cleaning, disposal of items and associated costs resulting from damages incurred by the Hotel will be charged to the client.

Fire Exits

A minimum 36" clearance to the exit is required by law.

No cables, draping, decoration, stage, tables, chairs, furniture or props are permitted to block these exits. All Fire Exit signs must remain visible at all times, and may not be covered for any reason. Fire Exit doors are not permitted to remain 'propped' open.

Equipment Storage

All Service Hallways must remain clear of boxes, crates, trusses, band equipment, cables, etc. This area is strictly for the use of service staff and Emergency Exit purposes. Due to limited storage space and Fire Regulations, such items must be stored in the function room (out of view) or in the vendors' vehicle / truck which they were delivered by.

Candles

The use of candles anywhere in the hotel (to include outside areas) require a permit from the City of Los Angeles Fire Marshal in advance of function. NO exceptions.

Decorations & Fabric

All decorating materials must be approved by City of Los Angeles Fire Marshal, and Certificate of Fire Retardant fabric must be provided to Hotel in advance. Helium tanks must be properly secured as required by federal, state and local regulations. Decorations cannot block Fire Exit doors, Fire Extinguishers or Fire Exit Signs.

Flowers

An approved fire permit must be provided to hotel prior to event for all open flames décor.

Event Information and Policies

Photographer / Videographer

To ensure safety and privacy of all our guests, drones are not permitted on hotel premises

Red Carpet Events

All events with press lines must have Fire Marshal on site for the duration; minimum fee of \$350 applicable.
No roaming video cameras allowed unless approved in advance by Los Angeles County Fire Marshal.

Smoking

No smoking is permitted in any indoor spaces, service hallways or loading dock. Smoking is only permitted in designated smoking areas only.

Pyrotechnics (Fireworks, Fire Dancers, Fire-Eaters, Smoke Machines)

Use of these items must be approved in advance by the Director of Security and Los Angeles City Fire Marshal.
If approved, a Security Officer and Engineer will be assigned to the function room and a charge will be assessed to the client.

Tents, Canopies, Awnings

All Tents, Canopies, Awnings must be approved in advance by the City of Los Angeles Fire Marshal and the Director of Security.
A Certificate of Insurance is required from the company supplying the tenting. The supplier of the tenting structure is responsible for supplying all Life and Fire Safety materials as required by Federal, State, City Fire Codes.

Building Structures

Any structure above 36" must be approved and permit provided to the Hotel by Building and Safety and the Los Angeles County Fire Marshal.

Four Seasons Security

Should you have any security concerns or special needs, our Director of Security may review all pertinent details and specific arrangements in advance with client directly.

Security Officers may be arranged through the Hotel for private events at a rate of \$85.00 per hour per officer.
Please consult your Catering Manager with any security needs that you may have; All Bar/Bat Mitzvahs and Proms require security for the duration of the event.

Locks / Keys

Double locking a room provides the client with a "higher level" of security, and may be arranged through the Catering Manager in advance of your event. All meeting rooms excluding the Wetherly Room may be double locked.

All access to the function room must be arranged by the client and the Security Officer on Duty.

Although rooms are double locked for added security, it is strongly recommended that additional security personnel are hired (at an hourly rate) should valuable equipment / items be left in room. This may be arranged in advance through the Catering Manager.

Shipping / Receiving

All deliveries must be arranged in advance and details communicated with Catering Manager for proper instruction.
All boxes must be clearly marked with name and date of function, contact name, Catering Manager and any special information.
Fees for storing and delivering of boxes will be assessed and charged to client.

No COD deliveries will be accepted.

Parking

All parking at the Hotel is Valet Parking.

Vendors may arrange self-parking (subject to availability) through the Catering Manager.

Wetherly Drive, Burton Way and Third Street are all City of Los Angeles streets, which are actively monitored for parking violations.

Vehicles use of loading dock during approved hours:

Vehicles are only permitted to park on the dock while loading or unloading and must be moved immediately upon completion.
When loading or unloading all vehicles must be parked parallel to the curb. Backing into the Loading Dock is a violation of Los Angeles City Ordinance.

Unauthorized vehicles will be towed at the owners' expense.
The Hotel assumes no liability for damage to or theft with any motor vehicle.