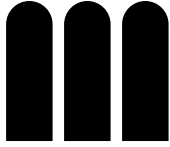




The MacArthur



GENERAL EVENT INFORMATION



The MacArthur

607 S Park View St
Los Angeles CA 90057

themacarthur.com
info@themacarthur.com
@themacarthurla

RENTAL PRICES

	SATURDAY & SUNDAY		OTHER	
THE ELKS	\$	13,500	\$	12,000
THE PARK VIEW DECK	\$	12,500	\$	11,000
THE GRAND BALLROOM	\$	12,000	\$	10,500
THE WESTLAKE ROOM	\$	10,500	\$	9,000
OTIS GARDEN	\$	12,500	\$	11,000
PARK VIEW DEN	\$	5,000	\$	4,000
VENUE BUY-OUT	\$	75,000	\$	65,000
BEELMAN LOUNGE	\$	7,500 Flat Fee		
MEMORIAL HALL		Only available with Venue Buyout		

ROOM CAPACITIES

	SEATED	SEATED	STANDING	SQFT	CEILING HEIGHT
	no dance floor	dance floor			
THE ELKS	440	360	800	6,942	43.6'
THE PARK VIEW DECK	220	-	350	5,793	-
THE GRAND BALLROOM	270	250	400	5,015	20.7'
THE WESTLAKE ROOM	180	130	350	4,407	16.75'
OTIS GARDEN	270	210	800	5,652	-
PARK VIEW DEN	50	-	100	1,444	10.6'
BEELMAN LOUNGE	60	-	150	1,829	16.75'
MEMORIAL HALL	-	-	300	2,819	



The MacArthur

607 S Park View St
Los Angeles CA 90057

themacarthur.com
info@themacarthur.com
@themacarthurla

EVENT PACKAGES

CELEBRATION

Highly trained and experienced
Chefs, Management and Service Staff

Your selection of:
Five Tray Passed Appetizers
Two Course Dinner with
Pre-Selected Entrées

Fresh Artisan Bread & Butter Service
Pre-Set Table Mezze
One Cocktail Station
Tablesides Beverage Service
Still & Sparkling Water

TIMELESS

Highly trained and experienced
Chefs, Management and Service Staff

Your selection of:
Four Tray Passed Appetizers
Two Course Dinner with
Pre-Selected Entrées

Fresh Artisan Bread & Butter Service
Still & Sparkling Water

PACKAGE PRICING & ALCOHOL OPTIONS

PRICING	MONDAY - FRIDAY		SATURDAY & SUNDAY	
TIMELESS PACKAGE	\$	170 per person	\$	190 per person
CELEBRATION PACKAGE	\$	200 per person	\$	220 per person
CUSTOM MENU	\$	TBD	\$	TBD

ALCOHOL					
	3 HOURS		4 HOURS		5 HOURS
SOFT	\$	30	\$	35	\$ 41
CALL	\$	42	\$	50	\$ 57
PREMIUM	\$	50	\$	57	\$ 64
CASH	\$	750 flat fee per bar			



The MacArthur

GENERAL EVENT INFORMATION

607 S Park View St
Los Angeles CA 90057

themacarthur.com
info@themacarthur.com
@themacarthurla

GUARANTEE AGREEMENT

We require a confirmation of guaranteed attendance at least 15 calendar days in advance of all functions. Meals will be prepared to your guaranteed number +5% allowance in food preparation. Your bill will be based on the guaranteed number plus any additional charges. If we do not receive a change in the guarantee, we will consider the number of guests indicated on your contract as the guaranteed number.

CANCELLATION POLICY

Notice of any cancellation must be received by The MacArthur in writing, and any fee assessed is payable by the patron no later than 30 days after being invoiced. The deposit made by the patron will not be refunded if the event is canceled, per contract.

ADMIN. FEES & SALES TAX

Administrative fees of 22% are applicable to venue fees, all food & beverage and audio-visual equipment. California sales tax will be applied to the final bill.

SOFT HOLDS & CHALLENGES

You can place a soft hold on a date free of charge. The soft hold is active for 5 business days. At the end of 5 business days, if you would like to continue to hold the date, an initial refundable deposit of \$1,500 is required. This deposit will apply to your balance should you decide to go to contract. Otherwise, we ask that you release the date. If at any point, another client decides to challenge your hold, you will be given priority and 48 hours to either book or release the date.

HOURS OF FUNCTIONS

We include 5 hours of event time, 4 hours of set up and 2 hours to strike. Any additional hour of event time will incur a \$1500/hr fee + bar fees and overtime staff fees. Any additional hour of set-up or strike will incur a \$500/hr fee. Events can run until 2am. Last call will be at 1:30am. All outdoor music must be concluded by 10pm. Cocktail hour pricing is half the room rental rate.

OUR PACKAGES

The rental includes tables, banquet chairs, linens & napkins (in ivory or black), chinaware, glassware, silverware, and bathroom attendants. The bar package includes 1 bartender for every 100 people, a bar back and a bar manager. Catering includes all of the food and staffing needs.

COORDINATORS

All events require a professional coordinator for either the month of or full service. The special events manager can recommend coordinators for your consideration.

MENU TASTINGS

A complimentary menu tasting is offered to all events and weddings upon contract. Tastings are done 2-3 months prior to the event date and are held on Wednesdays-Fridays at 12pm, 1pm and 3:30pm.

MENU CHANGES & PRICING

We can always customize a menu to fit your event. Additional fees may apply. All menus and fees in the menu packet are subject to change. Food and beverage pricing is quoted and guaranteed seven months prior to the event date.

OUTSIDE CATERING

The MacArthur doesn't allow outside catering. We have an in-house caterer and an in-house kosher catering partner. In the event our Executive Chef is unable to provide catering services for clients who have specific religious or ethnic requirements, an outside caterer may be considered. The MacArthur must first approve the caterer and menu before approval is granted. Please note there are applicable kitchen rental and outside catering fees in these rare circumstances with specific outside catering requirements. There is a \$50 per person charge for outside catering.

MINIMUMS

For parties with less than 100 guaranteed guests there will be a minimum food and beverage expenditure of \$25,000 exclusive of admin fee and tax.

BEVERAGE POLICY

Complete bar service of distilled spirits, liqueurs, wines, beer and soft drinks must be provided by The MacArthur for any event either on a host or no-host basis. Should The MacArthur find any customer or guest has brought any alcohol onto the venue premises or allows any minor (under the age of 21) to consume alcohol or if a member of the party serves someone who has been deemed intoxicated, The MacArthur may choose to stop the service of alcohol and or ask that individual to leave after notifying the event contract person.

SECURITY

Security is required for all events. The number of guards depends on the number of guests expected. In general, we require 1 guard for every 75 guests with a minimum of 3 guards per event. Security guards are @ \$50/hour, per guard, minimum 5 hours each. Guards are required for load-in and load-out as well.

PARKING

There is metered parking available on Park View Street in front of the building. There is also a public parking garage on Carondelet Street behind the venue. We highly recommend our clients to use valet parking service, which we can provide for an additional fee.

EXCLUSIVE & PREFERRED VENDORS

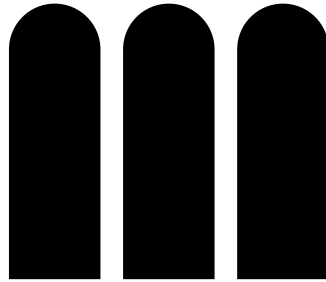
We can provide you with our list of exclusive and preferred vendors. We have an exclusive vendor for tenting, lighting, sound, AV, staging, lay-out board and preferred vendors for rentals, decor, coordination, event production and more.

LIGHTING/AV

Lighting is not included in the rentals but can be added on for an additional fee. We have an exclusive in-house vendor who can handle all of your lighting, stage, AV & sound needs.

DECORATIONS

Decorations or displays brought into the venue must be preapproved through our Special Events Manager. Rice, flower petals, confetti or glitter is not to be used for any event. The client may bring in candles only if they are in a votive, and the top of the flame is at least 2 inches from the top of the votive. You will also need to acquire a permit from the LAFD. Additional assistance with decorations may be coordinated through our Special Events Manager.



The MacArthur



607 S Park View St
Los Angeles CA 90057

themacarthur.com
info@themacarthur.com
@themacarthurla