



## YOUR OUTSIDE CATERING PACKAGE



MARRIOTT  
LONG BEACH  
DOWNTOWN

Marriott Long Beach Downtown

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# WEDDING PRICING

## REQUIRED FOOD & BEVERAGE MINIMUMS:

### BIXBY BALLROOM + FARELL'S LOUNGE (MAX CAPACITY OF 500)

Saturday Evenings & Holiday Weekends  
\$15,000

Saturday ALL Day (8:00am – 12:00am) & Holiday Weekends  
\$21,000

Friday/Sunday Evenings  
\$12,000

Friday/Sunday ALL Day (8:00am – 12:00am)  
\$18,000

### PIKE BALLROOM & PROMENADE ATRIUM (MAX CAPACITY OF 200)

Saturday Evenings & Holiday Weekends  
\$8,500

Saturday ALL Day (8:00am – 12:00am) & Holiday Weekends  
\$12,000

Friday/Sunday Evenings  
\$6,500

Friday/Sunday ALL Day (8:00am – 12:00am)  
\$10,000

\*Outside Catering Fees + Bar Service count towards Food and Beverage Minimums.

*All Food & Beverage Minimums are subject to a 20% taxable service charge & applicable sales tax*

## YOUR CEREMONY

From Intimate Settings to Grand Entrances the Marriott Long Beach Downtown Would Be Honored to Host Your Wedding Ceremony. Your Catering Sales Manager Can Provide Additional Details & Customization Options for Your Special Event.

Event Space  
Staging for Ceremony  
Chairs & Tables, as Needed  
Water Stations  
Set-up & Breakdown Staff  
Discounted Self-Parking for your Guests

*Ceremony Rental Fee of \$3,000*

### ADDITIONAL CHARGES:

Butler Passing Fees  
to serve specialty drinks or appetizers (OPTIONAL)  
\$50.00 per butler passer

*Licensed and Professional Wedding Coordinator Required for All Weddings*

*Room Rental prices include a Staff Charge (currently 20%). The Staff Charge on Room Rental is distributed in its entirety to employees providing the service. Banquet managers, other Banquet employees and AV employees are not customarily tipped, so tips are not expected.  
All prices are subject to applicable taxes (currently 10.25%)*

# Reception & Dinner Outside Catering Wedding Package

The Marriott Long Beach Downtown will reserve a Ballroom for your Wedding Reception and Dinner Celebration and will allow menu items to be brought in by an approved Outside Ethnic Caterer

Wood Dance Floor, Tables, Chairs

Risers for the Band/DJ, Head Table and Cake Table

Tables for Gifts, Place Cards, and Guest Book

Buffet Tables with Chafing Dishes & Serving Utensils

White or Black Floor Length Linen, Silverware, China and Glassware for all Tables

Complimentary Cake Cutting Service

Banquet Captain and Staff Dedicated Solely to Your Event

Non-Alcoholic Beverages Including Iced & Hot Tea, Regular and Decaffeinated Coffee  
Provided for the Dinner Reception

*(Other Functions that Require Food and Beverage will be at an Additional Cost)*

Complimentary Suite Room for the Bride and Groom on the Evening of the Event

Staging Area for the Caterer's Food Set-Up, Hot Boxes and Refrigerator to be available 4 hours prior to event. Additional kitchen areas and set-up time need prior approval, fees will apply

Function Space up to (6) six hours, which includes a (1) one hour cocktail reception. Each Additional ½ hour will incur a \$500.00 rental fee

(4) Four hour set-up time included. Additional fees of \$250 per hour will apply for additional set-up time

Children 5 years and Under are Complimentary

*Licensed and Professional Wedding Coordinator Required for All Weddings*

**\$66.00 per Person**

***All prices include a 20% staff charge and are subject to applicable sales tax***

# Sangeet, Garba, Mehndi, Welcome Dinner Outside Catering Wedding Package

The Marriott Long Beach Downtown will reserve a Ballroom for your Pre- Wedding Celebration and will allow menu items to be brought in by an approved Outside Ethnic Caterer

Wood Dance Floor, Tables, Chairs

Riser for the DJ

Buffet Tables with Chafing Dishes & Serving Utensils

White or Black Floor Length Linen, Silverware, China and Glassware for all Tables

Banquet Captain and Staff Dedicated Solely to Your Event

Non-Alcoholic Beverages Including Iced & Hot Tea, Regular and Decaffeinated Coffee  
Provided for the Dinner Reception  
*(Other Functions that Require Food and Beverage will be at an Additional Cost)*

Staging Area for the Caterer's Food Set-Up, Hot Boxes and Refrigerator to be available 2 hours prior to event. Additional kitchen areas and set-up time need prior approval, fees will apply

Function Space up to (6) six hours. Each Additional ½ hour will incur a \$500.00 rental fee

(4) Four hour set-up time included. Additional fees of \$250 per hour will apply for additional set-up time

Children 5 years and Under are Complimentary

*Licensed and Professional Wedding Coordinator Required for All Weddings*

**\$54.00 per Person**

***All prices include a 20% staff charge and are subject to applicable sales tax***

# Lunch Outside Catering

The Marriott Long Beach Downtown will reserve a Ballroom for your Lunch and will allow menu items to be brought in by an approved Outside Ethnic Caterer

Tables, Chairs

Buffet Tables with Chafing Dishes & Serving Utensils

White or Black Floor Length Linen, Silverware, China and Glassware for all Tables

Banquet Captain and Staff Dedicated Solely to Your Event

Non-Alcoholic Beverages Including Iced & Hot Tea, Regular and Decaffeinated Coffee  
*(Other Functions that Require Food and Beverage will be at an Additional Cost)*

Staging Area for the Caterer's Food Set-Up, Hot Boxes and Refrigerator to be available 2 hours prior to event. Additional kitchen areas and set-up time need prior approval, fees will apply

Function Space up to (4) four hours  
Each Additional ½ hour will incur a \$500.00 rental fee

Children 5 years and Under are Complimentary

*Licensed and Professional Wedding Coordinator Required for All Weddings*

**\$42.00 per Person**

***All prices include a 20% staff charge and are subject to applicable sales tax***

# BAR OPTIONS

## Premium Package Bar - Unlimited Consumption

Johnnie Walker Black Label, Bombay Sapphire Gin, Grey Goose Vodka, Bacardi Superior Rum, Captain Morgan Spiced Rum, Knob Creek, Jack-Daniels, Crown Royal, Patron Silver Tequila, Hennessy Privilege Vsop, Hirman Walker Triple Sec, Martini Rossi Rosso, Martini Rossi Extra Dry

Chardonnay, Snoqualmie "Washington" USA  
Cabernet Sauvignon, Sledgehammer, North Coast, California

Bud Light, Budweiser, Blue Moon, Heineken  
Corona Extra, Stella Artois  
Ballast Point Sculpin IPA, Firestone Walker 805

Pepsi Soft Drinks and Bottled Water

**1 Hour Bar | \$26.00++ per person**

**2 Hour Bar | \$48.00++ per person**

**\*Each Additional Hour | \$18.00++ per person**

## Well Package Bar - Unlimited Consumption

Dewar's White Label Scotch, Beefeater Gin, Smirnoff Vodka, Cruzan Rum, Captain Morgan Spiced Rum, Jim Bean Bourbon, Jack-Daniels, Canadian Club Whiskey, Jose Cuervo Traditional Silver, Courvoisier vs, Hirman Walker Triple Sec, Martini Rossi Rosso, Martini Rossi Extra Dry

House Chardonnay, House Merlot, House Cabernet Sauvignon

Includes Above Beer Selections, Pepsi Soft Drinks and Bottled Water

**1 Hour Bar | \$24.00 per person**

**2 Hour Bar | \$43.00 per person**

**\*Each Additional Hour | \$15.00 per person**

## Beer & Wine Package Bar - Unlimited Consumption

House Chardonnay, House Merlot, House Cabernet Sauvignon

Bud Light, Budweiser, Blue Moon, Heineken  
Corona Extra, Stella Artois  
Ballast Point Sculpin IPA, Firestone Walker 805

Pepsi Soft Drinks and Bottled Water

**1 Hour Bar | \$17.00 per person**

**2 Hour Bar | \$29.00 per person**

**\*Each Additional Hour | \$10.00 per person**

\$200.00 Bartender Fee will Apply  
One Bartender for 75 Guests Required.

\*Prices subject to 20% staff charge and applicable sales tax.

## BAR OPTIONS

### Hosted Bar

Well Cocktails/Cordials	\$12.00 per drink
Premium Cocktails/Cordials	\$15.00 per drink
Domestic Beer	\$9.00 per drink
Imported Beer	\$10.00 per drink
Regional Craft Beer	\$10.00 per drink
Well Wine	\$12.00 per drink
Premium Wine	\$16.00 per drink
Seltzer	\$7.00 per drink
Pepsi Soft Drinks	\$7.00 per drink
Bottled Water	\$7.00 per drink

### Cash Bar

Well Bar	\$13.00 per drink
Premium Bar	\$17.00 per drink
Imported/ Regional Craft Beer	\$11.00 per drink
Domestic Beer/ Seltzer	\$10.00 per drink
Well Wine	\$13.00 per drink
Premium Wine	\$17.00 per drink
Fruit Juices	\$8.00 per drink
Pepsi Soft Drinks	\$8.00 per drink
Bottled Water	\$8.00 per drink

\*Cash bar prices are inclusive of sales tax

\$200.00 Bartender Fee will Apply  
One Bartender for 75 Guests Required.

\*Prices subject to 20% staff charge and applicable sales tax.

## OUTSIDE CATERING POLICY

The approved outside caterer is responsible for all aspects of the food that is being brought into the Hotel.

All Outside Caterers must adhere to the following rules:

- The Outside Caterer will be providing all Food for the Meal Function. Fees will apply for any additional Food and Beverage that is requested of the Hotel.
- The Hotel's Kitchen and Kitchen Staff will not be available for use/assistance by the Outside Caterer.
- Any on-site food preparation must be completed in the designated area assigned by the Hotel. The designated area will be available (4) hours prior to the start of the Meal Function. If additional prep time is needed, it will require approval.
- Fees will apply if Outside Caterer requests to use kitchen equipment. A request to use kitchen equipment must be submitted at least 10 days in advance of the event. The request to use kitchen equipment must be approved by the Hotel Executive Chef. A fee of \$500 per hour will apply for kitchen usage and will be posted to the master account.
- The Hotel will provide (2) hot box, maximum of 10 chafing dishes per buffet including dessert station, bowls, platters, and utensils for the outside food provided. The Outside Caterer will be responsible for placing food into the serving dishes.
- The maximum amount of time that the Hotel will allow buffets and food stations to be open for guest consumption is 1.5 hours.
- The Hotel will provide (2) Buffet Runners per buffet to assist the Outside Caterer in replenishing the buffet.
- The Outside Caterer is responsible for providing the Hotel with an exact list of all items being prepared for the buffet, due to hotel (7) seven days prior to the event date. The Hotel will provide labels for these items accordingly. If list of food items are not received by hotel (7) seven days prior to the event date, the Outside Caterer is responsible for providing their own buffet labels.
- The Outside Caterer is required to provide an on-site manager that will be responsible for addressing any and all concerns regarding food service.
- The Outside Caterer is responsible for providing one (1) staff attendant per buffet.
- The Outside Caterer is responsible for providing their own rags, hair nets, gloves and any other essential items. Non-slip, closed-toe shoes are to be worn in back of house areas at all times.
- The Outside Caterer is responsible for providing their own to-go containers and packing up any food they wish to take with them. If they are preparing a to-go meal for the wedding couple, they must pack the container.
- The Outside Caterer will be responsible for clean-up of the staging area, prep area, buffets, and loading dock area. A cleaning fee of \$500 will apply and be charged to the master account if areas are left in unsatisfactory condition.
- If the Hotel is required to provide additional staff service (beyond the standard service minimum for the guaranteed number of guests), a labor fee will be applied to the Event Order at a rate of \$50 per person, per hour, plus service charge and applicable taxes.
- The Outside Caterer must provide Hotel a copy of insurance, business license, and health department inspection certificate no later than (30) thirty days prior to event date.

# FREQUENTLY ASKED QUESTIONS

## DO I NEED TO USE A PLANNER OR COORDINATOR?

There is so much that happens behind the scenes to create the perfect wedding day. Due to the critical time schedule and multitude of important details that need to be managed on the day of an event, we do require that you hire a professional, licensed, and insured planner or wedding coordinator. The planner is required to coordinate all outside vendors, rental items, create floor plans and timelines, handles décor and personal effects, ceremony coordination, etc. A planner is one of the best investments you can make for your day!

## CAN I PROVIDE MY OWN CATERING OR ALCOHOL?

We offer a list of caterers for you to choose from allowing you to create a menu specific to your preferences and budget. All caterers on the preferred list have knowledge of our venue, the areas they can use, and work well with our staff. The hotel provides your caterer with prep space, 2 hot boxes, chafing dishes, platters, serving utensils, and 2 buffet runners to assist with transporting the food to the buffet. The hotel holds an ABC liquor permit and therefore all alcoholic beverages must be purchased through the hotel and handled and served exclusively by the hotel's bar staff.

## HOW LONG CAN A FOOD BUFFET OR STATIONS STAY OPEN?

Buffets and food stations are all priced per the following meal durations:

Breakfast Buffet | one and half hours

Lunch, Dinner Buffets, and Reception Stations | two hours

## WHAT IS THE PARKING SITUATION LIKE?

The hotel offers ample on-site complimentary parking. The hotel has 340 spaces.

## HOW MANY DRESSING SUITES ARE THERE?

The hotel has 15 suites and 376 guest rooms. Included in our wedding package is one complimentary suite on the night of the wedding. Any additional nights in the suite, the hotel will offer a discounted rate, based on availability. All our suites make great spaces to get ready for all your events.

## WHAT TIME WILL I HAVE ACCESS TO THE BALLROOM AND HOW LATE WE GO?

We understand there is much to be done on your wedding day! In order to allow ample time for set up, access to the venue is given 4 hours prior to the start of the event. If there are no other events in the ballroom earlier in the day, we will accommodate an earlier set up time, however, that time will not be determined until one week prior to the wedding. We allow for 6 hours of guest access for the wedding reception. Music must stop and events must end by 12:00am due to city noise ordinances. All vendors must load out immediately after the reception ends. We do not allow for vendors to breakdown the following day or wait until the next business day to pick-up. If you order rental chairs, linens, charger plates, etc., you will need to schedule a pick-up on the night of the reception. Be advised that there will be an extra charge from the rental company for weekend pick-up.

## STAFF AND TAXES

All food and beverage, are subject to a 20% staff charge and applicable sales taxes. Room Rental, AV and Labor charges include a staff charge (currently 20%). This staff charge is distributed in its entirety to employees providing the service. This staff charge is taxable.

# FREQUENTLY ASKED QUESTIONS

## CAN I USE A VENDOR THAT IS NOT ON THE LIST?

We prefer that you use a caterer and planner from our preferred list. However, the hotel will make exceptions, based on an in-person meeting, prior hotel/wedding references provided, and that they can provide proof of insurance, business license, and passing health score. All other vendors- DJ, photographer, decorator, florist, etc, you may hire whoever you would like provided they submit appropriate insurance forms and are approved by the hotel. As a policy of the hotel, all vendors contracted by our clients must follow the hotel's procedures at all times, including appropriate times to set-up and strike your function, loading dock hours, fire codes, noise limitations, etc. Contact names are to be given to your Event Manager for each vendor. Hotel will not be responsible for any items brought into the hotel by contracted vendors. Vendors shall carry comprehensive general liability insurance including products liability and contractual liability for bodily injury or property damage with a combined single limit of not less than one million dollars (\$1,000,000.00) each occurrence. Such policy shall name the Hotel Manager and the Hotel owner as additional insureds. Vendors shall provide the Hotel with a certificate of insurance evidencing such coverage prior to using the Hotel facilities to prepare or to prepare and serve food to Hotel guests.

## WHEN IS FINAL HEADCOUNT DUE?

Your final headcount (guarantee number of guests) is due 7 business days prior to the event. This will be considered the final guarantee and is not subject to reduction.

If no guarantee is received, the original expected number on the Banquet Event Order will be used.

Revisions in your group counts, times, dates, or meal functions may necessitate renegotiation the charges.

## DO YOU PROVIDE DECORATIONS?/ ARE THERE DÉCOR RESTRICTIONS?

The ballrooms were designed to be an adaptable setting, allowing our couples to create a wedding that is an expression of themselves. We provide the tables with black or white tablecloths, napkins and standard banquet chairs. We DO NOT provide chair covers and we DO NOT provide décor for your stage. You will need to hire a decorator for these items. Due to the extensive cleaning required we ask that no glitter or confetti is used or brought on site. We do not allow decorations to be taped, glued, or nailed to any wall. All decorations brought in must go home with you or a designated person at the end of the night. The hotel also DOES NOT allow fog machines. We will allow cold sparklers, only from licensed, insured vendors and the hotel must be informed at least 30 days ahead of time if this is something you are planning on having.

## CAN YOU HOLD A DATE FOR ME? WHAT SORT OF PAYMENT IS REQUIRED TO RESERVE MY DATE?

A 25% non-refundable deposit, based on the Food and Beverage Minimum, is required at time of signing the contract. Your contract is not considered final until the deposit has been paid. The remaining balance is due 7 business days prior to the wedding. Our contracts and deposits are done electronically. We accept all major credit cards, cashier's checks, and personal checks (so long as they are received 14 business days prior to the wedding).

## VALID DATES OF MENU

Menu prices are guaranteed until December 31st, 2024.