

# Bar & Bat Mitzvah PACKAGES

Embassy Suites by Hilton at Los Angeles  
International Airport South



All food and beverage functions are subject to applicable sales tax and a taxable 17% Gratuity and 8% Facilities charge.  
Package prices are per person and are subject to change.

Embassy Suites by Hilton Los Angeles International Airport South | 1440 E. Imperial Ave | El Segundo, CA 90245



**E M B A S S Y**  
**S U I T E S**  
by **HILTON™**

Welcome Reception  
Children's Grand Buffet  
Plated Dinners  
Carving Stations  
Bars/Wine List  
Preferred Vendors  
General Information and Liabilities

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# Dear Guest,

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**EXPERIENCE UNMATCHED HOSPITALITY & INNOVATIVE CUISINE**

**ELEGANCE, CONVENIENCE & VALUE IN ONE STOP**

*Life's special occasions become memorable celebrations; legendary service, uncompromising quality and creativity, and knowledgeable staff that are dedicated to making your event memorable for you and your guests.*

*Our Mediterranean inspired courtyard features lush landscapes, waterscapes and a koi pond. The elegant Imperial Ballroom holds up to 260 guests for a banquet reception. Create a unique catering menu, seating chart and dance floor arrangement with the help from our Events Manager.*

*Overnight guests can enjoy a two-room suite, complimentary cooked-to-order breakfast and complimentary evening reception. Consider our conveniently located hotel just minutes away from LAX and Manhattan Beach.*

*Our catering menu features an array of expertly prepared fare, from breakfast to lunch to dinner including morning and afternoon breaks fit for every budget and taste.*

*From the Staff at Embassy Suites LAX South*

*Mazel-Tov on your Bar/Bat-Mitzvah!*

Maria Aguirre, Senior Catering Manager  
Maria.Aguirre2@hilton.com  
Desk: (310)469-0037 |

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# *Banquets*

**For up to 260 Guests**

## **Banquets Include:**

Custom Table Linen and Napkin Selections

Complimentary Wood Sectional Dance Floor

A Personalized Seating Diagram

Banquet Captain and Service Staff

Discounted Self-Parking for Guests

Special Preferred Room Rates for Overnight Guests

Dedicated Events Manager

Overnight guestroom for the Honoree's family (1 suite)

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# Welcome Reception

One hour cocktail reception includes full soda and lemonade for the children and soft open bar for adults (house red and white wine, sparkling wine, microbrews/imported/domestic beers, mineral water)

## CHILDREN'S BUFFET—SELECT FOUR (4)

- Mozzarella Sticks with Marinara Sauce
- Fruit Kebabs
- Vegetable Spring Rolls with Sweet Chili Sauce
- Nacho Bar with Tortilla Chips, Queso Sauce, Sour Cream, Salsa
- Chicken Quesadillas
- Chicken Tenders
- Mini Beef Sliders
- Mac & Cheese Balls

## ADULT DISPLAY—SELECT FOUR (4)

- Vegetable Crudite, Crostini and Buffalo Chicken Spread
- Sliced Seasonal Fruit & Berries Selection
- Artisan Domestic Cheese with Gourmet Crackers, Crostini & Assorted Charcuterie
- Mediterranean Platter, Hummus & Tzatziki with Olives, Feta, Crackers, Vegetable Crudites
- Choose one Dip: Spinach Artichoke, Pimento Cheese, Beer Dip, served with Assorted Crackers, Pretzels, Pita Chips
- Shrimp Cocktail Shooters
- Gazpacho Shooters
- Sweet & Spicy Chicken Wings with Ranch
- Petit Beef Wellington

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# Children's Grand Buffet

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Select from one of the following themed buffets: Includes 5 hour continuous soda and lemonade, choice of themed buffet and ice cream sundae bar—\$56.00 per person

## **THE ITALIAN MARKET**

Caesar Salad

Penne Pasta with Marinara Sauce

Chicken Parmesan

Garlic Bread

## **TAKE ME OUT TO THE BALLGAME**

Hamburgers & Cheeseburgers Sliders

Chicken Tenders

French Fries

Soft Pretzels with Cheddar Cheese Dipping Sauce

## **LATIN TWIST**

Taco Bar with Hard and Soft Shells

Ground Beef, Lettuce, Shredded Cheese

Sour Cream, Salsa

Spanish Rice

## **ICE CREAM SUNDAE BAR**

Vanilla and Chocolate Ice Cream

Assorted Cookies and Brownies

Chocolate and Rainbow Sprinkles

Crushed Almonds

Chocolate & Caramel Sauce

Assorted Candies

Whipped Cream

Cherries

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# Plated Dinner

dinner includes freshly baked artisan rolls & butter, local grown seasonal vegetables, freshly brewed Starbucks® premium coffee , decaf, and hot tea service

## **SALADS - Select one (1)**

petite wedge salad, cucumbers, tomatoes, red onions, smoked bacon, chipotle ranch dressing

romaine heart caesar salad, parmesan crisp, homemade garlic croutons, shaved parmesan & asiago cheese, toasted tomatoes, caesar dressing

little gem salad, dried cranberries, candied walnuts, pickled onion, champagne vinaigrette dressing

## **MAIN COURSE - Select two (2)**

**oven roasted chicken** | chicken mushroom au jus \$76

**pan seared salmon** | roasted tomato cream sauce \$78

**8 oz. grilled new york steak** | shitake jus \$80

**surf 'n turf petit sirloin and jumbo shrimp scampi** | brandy peppercorn \$96

**(v) vegetable ravioli melange** | roasted zucchini, eggplant, carrot, sautéed spinach, garlic, basil with braised swiss chard and san marzano tomato sauce \$70

## **SIDES (choose one)**

herb fingerling potatoes

whipped mashed potatoes

rice pilaf

## **DESSERTS**

Guest to provide own special occasion cake. Hotel to cut and serve cake on plates with coffee, decaffeinated coffee and a selection of tea

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# Carving Stations

*Your selection will be prepared by a uniformed chef attendant.*

*Chef carved items accompanied by handcrafted rolls.*

## **HOUSE SMOKED TURKEY BREAST**

Cranberry Chutney, BBQ Sauce

\$475.00 (serves 25 people)

## **BOUBON AND HONEY GLAZED HAM**

Dijon Mustard, Hawaiian-Pineapple Salsa

\$500.00 (serves 25 people)

## **ROASTED PRIME RIB OF BEEF**

Horseradish Sauce, Caramelized Onion Jam

\$650.00 (serves 25 people)

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## HOSTED BAR PACKAGES

All hosted bars include beer, house wine and soft drinks. Price per guest.

### HOUSE BRANDS

**One Hour \$25++ | Two Hours \$29++ | \$10++ each additional hour**

Well brand vodka, gin, rum, tequila, whiskey, domestic/imported beers, house red/white wine

### CALL BRANDS

**One Hour \$31++ | Two Hours \$35++ | \$12++ each additional hour**

Bacardi, Smirnoff, Tanqueray, Canadian Club, Seagram's 7, Jim Beam, Jack Daniel's, Jose Cuervo, Captain Morgan, Malibu, domestic/imported beers, red/white wine

### PREMIUM BRANDS

**One Hour \$35++ | Two Hours \$39++ | \$15++ each additional hour**

Ketel One, Absolut, Bombay/Sapphire, Bacardi, Captain Morgan, Crown Royal, Maker's Mark, Johnny Walker Black, Hennessy VS,

1800 Silver Tequila, Microbrews/Imported Beers, Upgraded Red/White Wine

### SOFT BAR

**One Hour \$18++ | Two Hours \$22++ | \$10++ each additional hour**

House Red and White Wine, Sparkling Wine, Microbrews/Imported/Domestic Beer, Soft Drinks, Mineral Water and Juice

### CASH/NON-HOSTED BAR

(includes tax, must meet sales minimum or fee to apply\*\*)

Well Brands	\$13
Call Brands	\$15+
Premium Brands	\$18+
Domestic Beers	\$9
Imported/Microbrew Beers	\$10
Soft Drinks/Juice	\$6
House Wine by the Glass	\$11
Red Bull—regular and sugar free	\$8
Mineral Water	\$7

\*\*Bartender Fee of \$150++ will apply per bar

### NON-ALCOHOLIC &

### SODA BAR PACKAGES

- Unlimited Soft Drinks & Juice  
\$17 per person
- Sparkling Cider \$22 per bottle

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# Wine List by the Bottle

## sparkling

House Champagne .....	\$35
Mionetto Prosecco, Veneto, Italy.....	\$40
Chandon Brut Classic, California .....	\$65

## rosé & whites

Sofia Rosé, Monterey, California.....	\$46
Chateau St. Michelle Riesling, Columbia Valley, Washington.....	\$40
Casa Lunardi Pinot Grigio, Veneto, Italy.....	\$40
Sonoma-Cutrer Chardonnay, California.....	\$55
Martin Ray Chardonnay, Sonoma, California.....	\$49

## reds

Murphy Good Pinot Noir, Sonoma, California.....	\$44
Greystone Merlot, Napa, California.....	\$43
Coppola Director's Cut Cabernet Sauvignon, Sonoma/San Luis Obispo, California.....	\$58
Terrazas Altos Del Plata Malbec, Mendoza, Argentina.....	\$43
Apothic Red Blend, California.....	\$40
Storypoint Cabernet Sauvignon, California.....	\$49

## bottles—domestic

Budweiser  
 Blue Moon  
 Michelob Ultra  
 Coors Light  
 Bud Light

## bottles—imported/microbrew

Newcastle	Modelo
Corona Extra	Lagunitas
Heineken	Sierra Nevada
Guinness	Dos Equis
Stella Artois	

Wine or Champagne Corkage Fee \$20++/750ml

Customized packages available. Please ask Event Specialist for details.

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# *Audio Visual*

## **POPULAR PACKAGES**

LCD Projector Packages Includes LCD Projector, 8' Tripod Screen (up to 1024x768 Resolution & 5000 Lumens Brightness) \$450

LCD Projector Packages Includes LCD Projector, 8' Tripod Screen (up to 1024x768 Resolution & 7000 Lumens Brightness) \$600

8' LCD Support Package Includes 8' tripod screen, Projector table or AV cart & AC cable with a strip \$175

10' LCD Support Package Includes 8' tripod screen, Projector table or AV cart & AC cable with a strip \$250

Flat Screen Monitor Package Includes 42" Flat Panel TV with a Rolling Cart & Cables (to connect to a laptop of any other media source provided by the client) \$250

Sound System Package A Includes (1) Wired microphone, (1) 4-channel mixer & (2) Speakers on stands \$400

Sound System Package B Includes (1) Wireless microphone (Lavalier or Handheld-please specify), (1) 4-channel mixer & (2) speakers on stands \$450

Laptop/ipod Audio Package Includes an audio connection for client's laptop/ipod through the meeting room's built-in sound system or through a self-powered speaker \$175

Wired Microphone (Table Top or Floor Standing) \$85

Wireless Microphone (Lavalier) \$175

Wireless Microphone (Handheld) \$175

Wireless Microphone (Headset) \$175

Podium with Wired Microphone \$125

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# Preferred Vendors

## **CHAIRS/LINENS**

L.A. Chair Cover Rentals  
(310) 529-6229

Advanced Party Rentals  
(310) 331-1600

## **ENTERTAINMENT/LIGHTING/ PIPE & DRAPE**

DJ Mijo Entertainment  
Richard Mojica  
[www.mijoent.com](http://www.mijoent.com)

DJ TEMPO  
(833) DJ-TEMPO  
[Www.DJTempoe.com](http://Www.DJTempoe.com)

Entertainment Services  
(661) 251-6468  
[ron@entertainment-srvcs.com](mailto:ron@entertainment-srvcs.com)

## **EVENT PLANNING**

Wedding & Events Specialist  
Violeta Londono  
323-712-1190

## **PHOTOGRAPHY**

Joey Ikemoto Photography

310-212-7366

[www.gotpics.vom](http://www.gotpics.vom)

[joey@joeyikemoto.com](mailto:joey@joeyikemoto.com)

Jason Tran Photography

(714) 308-8592

[www.jasonqtran.com](http://www.jasonqtran.com)

[jason@jasonqtran.com](mailto:jason@jasonqtran.com)

## **DECORATOR**

Monica Rose Decorations

Monica Ramirez

562-449-5746

Email: [monicaruthrr@yahoo.com](mailto:monicaruthrr@yahoo.com)

## **DECORATOR**

Demetra Cunningham

(323) 459-1569-Mobile

Email: [Demetra@sbdevent.com](mailto:Demetra@sbdevent.com)

Website: [www.sbdevent.com](http://www.sbdevent.com)

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# GENERAL INFORMATION

## **SHIPPING & RECEIVING:**

Due to limited storage, we request that shipments not arrive any earlier than three days prior to your arrival. A surcharge of \$25.00 per package, per day will be applied to packages being stored for more than three (3) business days prior to scheduled event.

Receive, store, deliver packages to your meeting rooms – charge per package:

0 to 10 pounds, up to 3 boxes: complimentary

A \$5.00 per box charge will be assessed after the first three

11 pounds to 50 pounds: \$15.00

Over 50 pounds: \$25.00

Pallets - \$75.00

Crates – dependent upon size/weight

A handling fee will be charged for outbound shipments as well. For crates and pallets delivered through UPS and FedEx there will be an additional lift charge dependent upon size/weight.

## **ROOM ASSIGNMENTS:**

Function rooms are assigned based on the expected number of guests. If the final guaranteed number of attendees drops or increases, the hotel reserve the right to change, with notification, reassign function to a room suitable of accommodating the group and requirements.

## **ROOM BLOCKS:**

Room blocks are available for your event. Depending on the time of year discounts may be available. Should you wish to reserve a block of rooms one of our Sales Managers will be happy to get in touch with you and provide you with details. A courtesy block of up to 10 rooms may be reserved at a discounted rate, reservations will need to be made by each individual prior to 21 days before your function, otherwise the special rate will drop back into inventory and each guest will be subject to our best available rate.

## **SECURITY:**

The hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with the hotel for securing a limited number of valuable items. If additional security with respect to such items or for any other reason is requested, the Hotel can assist in making these arrangements with the hotel's authorized security agency.

We have no insurance for and are not responsible for any loss or damage to your property. If required, in our sole judgment, in order to maintain adequate security measures in light of the size and/or nature of your function, you will provide at your expense, security personnel supplied by the hotels security agency.

## **LABOR CHARGES/EVENT TIMES:**

Your event includes 5 hours of event time. Additional reception time may be added. Labor charges in the amount of \$150 per hour for events with up to 200 guests or \$300 per hour for events of more than 200 guests will apply to the final bill. Overtime charges do not include additional food and/or beverage.

A \$150 administrative fee will be applicable for any buffet food functions with fewer than 25 guests. A \$150 administrative fee will be applicable for all bartenders, carver fees, chef's fees and attendant fees. All labor charges are subject to current facilities charge and state sales tax.

## **DAMAGE TO FUNCTION SPACE:**

Client will agree to pay for any damage to the function space that occurs during your event. client will not be responsible, however, for ordinary wear and tear or for damage that they can show was caused by persons that were not their function attendees.

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# **GENERAL INFORMATION**

## **FOOD & BEVERAGE MINIMUMS**

A Food & Beverage Minimum will be included on your Event Contract. This figure is the least amount of money you will spend on a combination of food and beverage at your event. The minimum does not include service charge, tax, bartender and/or labor fees, cash bar revenue, incurred overtime, rentals arranged through the hotel or other ancillary food and/or beverage purchased outside of your contracted event. The minimum is guaranteed when your contract has been received by the hotel.

Your Catering Manager will create an initial estimate of charges outlining suggested food and beverage options that will get you to your Food & Beverage Minimum. The estimate is a proposal that is subject to change during the planning of your event and is not guaranteed with your contract.

Food and beverage pricing is subject to change and will be guaranteed in writing, upon request, 90 days from the date of your event.

## **SERVICE CHARGE AND TAX**

Prices do not include a 17% service charge, 8% administrative fee or applicable sales tax. California Law stipulates that the service charge is taxable. Sales tax is subject to change without notice.

## **ADVANCE PAYMENTS**

To confirm your event date at Embassy Suites LAX South, we require an initial 25% deposit, along with a signed Contract, issued by your Catering Manager. The final balance of full estimated charges is due (21) days prior to your event. All deposits are non-refundable and will be applied to your final balance.

## **BANQUET EVENT ORDER**

Your Catering Manager will create a Banquet Event Order, or BEO, detailing your final food and beverage selections, set up specifications and event details and send to you for review on or before (21) days prior to the date of your event. Signed & approved BEO's are required to be returned with your preliminary guest count and final estimated payment (21) days prior to the date of your event.

## **GUEST COUNT GUARANTEE**

Preliminary guest counts must be submitted (21) days prior to the event. Your final guest count is due (7) days prior to your event. For your convenience, we will prepare food for 3% over the final guaranteed number of guests. This guarantee is not subject to reduction after the (7) day deadline.

## **MENU**

Our Executive Chef and his team are happy to create a menu to fit the style of your event. We offer options for plated meals, buffets, and casual dinner stations featuring prepared to order selections.

For plated dinner service a three entrée selection plus a vegetarian or vegan option can be available. Exact counts of each entrée are required with your guaranteed guest count (3) weeks prior to the date of your event. The hotel will provide meal cards to your guests so our staff may serve your guests their ordered entrée. If available, please provide your Catering Manager with a breakdown of guests and their entrée orders arranged by assigned table.

Please provide your Catering Manager details on any of your guests' dietary restrictions and/or allergies no later than (3) weeks prior to your event.

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## MENU CONTINUED

Children's meals are available for your little guests – ages 5 to 11. Plated options are \$34 per child for lunch & dinner and buffet service is 50% of the adult buffet menu price. Consult our Event Menus for Children's meal options.

All Food must be supplied by the hotel with the exception of certain outside catering options. Additional fees may apply.

## BAR

Refer to our Event Menus for host bar options. Hosted bars are available based on a per drink consumption charge or billed by the hour. Per hour package bars will be billed for each guest age 21 and over.

Your Catering Manager is happy to arrange for any special order beer, wine or hard spirit should you wish to arrange for something unique at your wedding. We can also craft a custom cocktail for your event. All special order beer and wine will be purchased outright by you and billed by the case. All special order hard liquor will be purchased outright by you and billed by the full bottle. In order to ensure availability of any special order items please have these details to your Catering Manager no later than (4) weeks prior to your event.

Please consult your Catering Manager for details on no-host bars. All no-host bars will be assessed a \$150 administrative fee will be charged.

## TASTINGS

We offer complimentary tastings for events. Tastings are hosted for up to 4 guests. Tastings include your choice of (2) selections of each course you are planning on serving at your event. There is a 15 minute grace period, if you do not show up for your tasting or you are late, there will be a \$25 per person charged for the tasting and re-firing of the food. Additions, if any, will be charged to your master account.

## TASTINGS CONTINUED

Hors d'oeuvres, Buffet items, Action Station selections, Desserts or alcohol are not available for your tasting. Tastings can be scheduled Tuesday through Friday from 11:00am to 3:00pm. Please notify us at least (2) weeks in advance to schedule your tasting. Tasting dates and times are subject to availability. It is suggested that your Event Planner or Coordinator attend the tasting.

## OUTSIDE FOOD AND BEVERAGE

Outside catering for banquet events is permitted in the event the food is not able to be prepared by Embassy Suites Culinary Team. All caterers must be approved and confirmed in advance with the Embassy Suites Catering Team, with a Hold Harmless Agreement & Proof of Insurance. Food and beverage minimums for the contracted event space must be met. A fee of \$45 plus service charge and applicable tax, per person will be assessed based upon your total guest count to provide services for the event and will go towards your minimum. Beer and liquor selections must be purchased through the hotel. Please also be aware that we do not allow outside caterers access to our kitchen.

Should you wish to provide the wines for your event, please contact your Catering Manager for advance approval. A \$25 per 750ml bottle corkage fee will apply.

## AUDIO VISUAL

We use a preferred vendor for all of our AV needs. Please contact your Catering Manager for a list of pricing.

## VENDORS

Your Catering Manager will provide you with a list of approved wedding vendors. You are not required to select your team from this list though it is strongly suggested. All vendors on our preferred list have the appropriate insurance and documents on file with the hotel. We may require proof of a current business license, health department certificate (where applicable), workers compensation insurance (where applicable) and a minimum \$2,000,000 general liability insurance policy naming Embassy Suites LAX South as additionally insured.

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