

88 DISTRICT SQUARE SW, WASHINGTON, D.C. 20024 WWW.LAVIE-DC.COM @LAVIESPECIALEVENTS EVENTS@LAVIE-DC.COM LA VIE 04.2023

# GENERAL EVENT INFORMATION



La Vie's event space(s) are based on a Food & Beverage minimum and rental fees. The food & beverage minimum is a specific dollar amount of food and beverage that you, the client must meet to use the space. Only food & beverage selections are applied towards the minimum.

All events are subject to a 22% service fee, 6% admin fee, 10% sales tax, bartender fee(s) (based on event size), captain fee, AV fee, security/guest check in attendant (based on event), and a 3.5% credit card processing fee for all credit card payments.

<u>CAPTAIN FEE:</u> The Captain is responsible for the set-up, managing and executing the event. Rates vary based on event size.

<u>BARTENDER:</u> La Vie's bartenders provide you with one of a kind craft cocktails for your event. (1) bartender for every (40) guests.

<u>BUFFET | STATION ATTENDANT:</u> Attendants required for all action stations and optional for buffets, \$150 per attendant.

<u>ADMINISTRATIVE FEE:</u> The administrative fee is retained by the restaurant for operational and administrative expenses associated with the event.

<u>SERVICE FEE:</u> A service charge is the amount calculated based on the food & beverage minimum and it is added to your event bill to pay for the work of the staff servicing your event, such as barbacks, runners, bussers, waiters, and kitchen staff.

#### **EVENT CONFIRMATION:**

Your event will be confirmed upon receipt of a signed contract, which includes a credit card authorization form. Once the credit card request is completed, your deposit will be processed to confirm your event. The remaining balance of your event is due 72 hours prior to your event. If your organization is tax exempt, a copy of your tax-exempt certificate must be provided with your signed contract.

#### FINAL GUEST COUNT:

The final guest count guarantees are due five (5) business days prior to your event. If we do not receive your final guest count, your final bill will reflect the highest estimated number of guests shown on your agreement. Any guest count add-ons and/or menu updates made within 72 hours of your event may result in a 10% percent surcharge. Staffing, set-up, and supplies are based on the guaranteed guest count.

#### MENU SELECTIONS:

All private events are required to provide all pre-set menus to be finalized seven (7) business days prior to your event. Menu pricing varies with additional choices and supplements upon request.

\*All events are not inclusive of a 22% service fee, 6% admin fee, 10% DC tax, 3.5% credit card fee, captain fee & bartender fee\*



# GENERAL EVENT INFORMATION (CONTINUED)



#### ALLERGIES & FOOD RESTRICTIONS:

Please notify your Event Manager of any dietary restrictions due to food allergy. Any specialty dietary restrictions must also be confirmed seven (7) business days prior to the event. \*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, specially if you have a certain medical condition.

#### **WINE & BEVERAGES:**

La Vie offers a wide-ranging wine cellar and a sommelier specialist who is available in making suggestions for your event. We highly suggest making your wine selections prior to your event day, as day of selections are based on availability. Our beverage program also features an extensive specialty cocktail list. We invite you to select a specialty cocktail for your special event. Not all specialty cocktails are available at the Penthouse bar. We do not offer corkage for outside wines for private events.

#### LINENS:

We provide standard in-house napkins for private events. We do not provide table linens. Linens can be sub-rented and provided for an added cost.

#### DECOR | LAYOUT:

You are more than welcome to provide your own décor/florals for your event. We do restrict the use of confetti, glitter, rose petals on the floor, and hanging objects from our walls. All decorations, decor, & furniture must be approved by the Event Manager prior to your event date. We can work with you to arrange the space according to your provided guest count. A layout must be finalized a week prior to the event. Last minute layout changes cannot be guaranteed. Removal of our furnishing will incur an added removal/storage fee. All vendors are required to be approved by the Events Manager and provide a COI. All vendors MUST also follow all load-in requirements.

#### SET UP:

Every event is allowed a 2 hour set-up time and one hour breakdown time, not to be applied towards your event time. If additional time is needed, it must be pre-arranged and will incur a fee, based on availability. Any set-up and/or breakdown hours used towards event will be charge additionally at the end of the event.

#### OUTSIDE DESSERT:

We do permit outside desserts. All outside desserts must come from a licensed baker or business. Outside desserts may not be homemade or cooked in an unlicensed kitchen. A \$4.50 per person fee is applied to all outside desserts.

#### PRINTED MENUS:

We are pleased to offer La Vie's standard menus for private events, which can feature a heading or company logo. Black & white menus are complimentary. Menus printed in color will incur a \$1.00 per menu fee.

\*All events are not inclusive of a 22% service fee, 6% admin fee, 10% DC tax, 3.5% credit card fee, captain fee & bartender fee\*



### PENTHOUSE

INSIDE FRONT PORTICO

SIDE PORTICO

Located on the 12th floor, the Penthouse is one of DC's hidden gems that provides you with one of the best views of the Wharf and DC's famous monuments. The Penthouse provides you with access to our Front & Side Portico with access to our seasonal heated igloo installation, based on season.

#### Inside & Front Portico Access

- Cocktail Capacity: 120-150 (based on set up)
- Seated Capacity: 60
- Front Portico Ceremony Capacity: 40 (based on set up) (use inside space for overflow)

#### **Full Buyout**

Inside, Front Portico, Side Portico with access to seasonal installation

- Cocktail Capacity: 300-350
- Seated Capacity: 60 inside | 40 side portico | 20 front portico

#### FOOD & BEVERAGE MINIMUM

Seasonal rates apply for based on event date & event time. Day time rates are based on events ending prior to 4 pm. Evening event rates are based on events starting after 5pm and ending by 10:00pm.

#### RENTAL FEE:

\$1,000-\$5,000 (seasonal)
\*not applied towards the F&B minimum\*

- Semi-private options available
- Rates can vary either on a three or four hour event
- Rates are not inclusive
- Igloos are available for events (seasonal)
- La Vie provides select furniture for events, such as lounge furnishing, high tops, and existing seating
- AV | Sound capabilities available
- · Access to DJ booth & equipment
- · Complimentary WiFi
- · Option to add a satellite bar
- Security | Guest Check: required for all events
- Holiday rates may vary
- · Seasonal rates vary







## BUYOUT

## MAIN DINING ROOM CHANDELIER

#### CONSERVATORY TERRACE

The Restaurant Buyout provides you and your guests with access to four of our very unique spaces for your next corporate or social gathering. From the moment your guests take the elevator up to La Vie they will immerse themselves through our breathtaking Main Dining Room, escaping Conservatory Room, one of a kind Chandelier Room, to enjoying an al fresco experience on our outdoor Terrace Garden. With every space being completely unique, your guests will bein awe by the dramatic décor in every room all while taking in the breathtaking views of The Wharf and surrounding area.

• Full Buyout Reception Capacity: 720 (cocktail reception)

Main Dining Room: 430 | Chandelier Room: 85 Conservatory Room: 120 | Terrace Garden: 85

• Seated Capacity: 300 (throughout all four spaces)

Main Dining Room: 160 | Chandelier Room: 60 Conservatory Room: 50 | Terrace Garden: 50

Theater Style:

Main Dining Room: 130 | Chandelier Room: 50

Terrace Garden: 36

#### FOOD & BEVERAGE MINIMUM

MORNING: 9:00AM - 4:00PM Monday - Friday: \$7,500 - \$10,000

Saturday:\$25,000 (Seasonal) Sunday: \$38,000 (Seasonal)

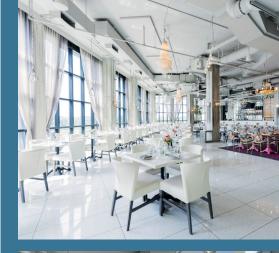
EVENING: 5:00PM - 12:00AM

Monday - Thursday: \$20,000 - \$30,000

Friday: \$35,000 - \$45,000

Saturday: \$50,000 - \$70,000 (Seasonal) Sunday: \$20,000 - \$30,000 (Seasonal)

- Rates based on a four hour event
- Rates not inclusive
- Existing furnishing provided for all events, removal of furnishing may incur a fee
- AV | Sound capabilities available
- Access to DJ booth and equipment
- Complimentary WiFi
- · Option to add a satellite bar
- · Security | Guest Check-in required for all events
- One (2) hour set-up and (1) hour of breakdown permitted
- Penthouse is not included in Main Restaurant Buyout
- Holiday rates may vary
- Seasonal rates vary









## CHANDELIER ROOM

Host your next event in our one of a kind Chandelier Room, with a unique and over the top chandelier in addition to a stunning light up fireplace. The Chandelier Room provides scenic views of The Wharf and beyond.

• Seated Capacity:

With a Dance Floor: 40-50 Without a Dance Floor:50-60

\*based on a set up\*

• Cocktail Capacity: 75

\*based on a set up\*

• Theater | Ceremony Set-up: 60

\*based on a set up\*

#### FOOD & BEVERAGE MINIMUM

MORNING: 9:00AM - 4:00PM Monday - Thursday: \$2,500

Friday: \$3,500

Saturday:\$3,500 (Seasonal) Sunday: \$4,000 (Seasonal)

**EVENING: 5:00PM - 12:00AM** Monday - Thursday: \$4,000

Friday: \$6,000

Saturday: \$7,000 (Seasonal) Sunday: \$5,000 (Seasonal)

#### **RENTAL FEE:**

\$500 - \$1,000

\*not applied towards the F&B minimum\*

- Rates based on a three hour event
- Rates not inclusive
- Existing furnishing provided for all events, removal of furnishing will incur an added fee
- AV | Sound capabilities available
- Complimentary WiFi
- Option to add a satellite bar
- One (2) hour set-up and (1) hour of breakdown permitted
- Holiday rates may vary
- Seasonal rates vary







## CONSERVATORY ROOM

The Conservatory Room is draped in dramatic rose vines, which provides you and your guests with a feeling of being in an underwater garden (look up to see The Channel's pool) while enjoying cocktails at our one of a kind bar.

The expansive bar and a newly remodeled lush seating options can accommodate a cocktail reception style event or an intimate seated dinner.

• Seated Capacity: 60

fully private with semi private options available

 Cocktail Capacity: Full space: 120 Half Space: 40

#### FOOD & BEVERAGE MINIMUM

MORNING: 9:00AM - 4:00PM Monday - Thursday: \$2,000 Saturday:\$5,000 (Seasonal) Sunday: \$8,000 (Seasonal)

EVENING: 5:00PM - 12:00AM Monday - Wednesday: \$4,500

Thursday: \$6,500 Friday: \$10,000

Saturday: \$12,000 - \$16,000

Sunday: \$7,500

#### **RENTAL FEE:**

\$500 - \$1,000

\*not applied towards the F&B minimum\*

#### SEMI-PRIVATE

ASK US ABOUT SEMI PRIVATE OPTIONS

\$2,500 \$3,500 \$5,000 \$7,500 \$4,000

- Rates based on a three hour event
- Rates not inclusive
- Existing furnishing provided for all events, removal of furnishing may incur an added fee
- Access to TV monitors
- Complimentary WiFi
- One (2) hour set-up and (1) hour of breakdown permitted
- Holiday rates may vary
- Seasonal rates vary







## TERRACE GARDEN

Get immersed in our garden style Terrace. The perfect space to entertain and dine al fresco while overlooking the the Wharf and surrounding area.

 Seated Capacity: Full Terrace: 50

Half Terrace: 24

 Cocktail Capacity: Full space: 65

Half Space: 25 with a satellite bar

\*based on set-up\*

#### FOOD & BEVERAGE MINIMUM

MORNING: 9:00AM - 4:00PM

Monday - Friday: \$2,000

Saturday: \$5,500 Sunday: \$7,000

EVENING: 5:00PM - 12:00AM Monday - Wednesday: \$5,500

Thursday: \$7,500 Friday: \$10,000

Saturday: \$8,000 - \$12,000 Sunday: \$6,000 - \$10,000

#### **RENTAL FEE:**

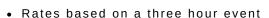
\$500 - \$2,000

\*not applied towards the F&B minimum\*

#### SEMI-PRIVATE

\$3,500 \$4,500 \$5,000

\$4,500 - \$6,500 \$4,000 - \$5,500



- Rates not inclusive
- Existing furnishing provided for all events, removal of furnishing will incur an added fee
- Complimentary WiFi
- Option to add a satellite bar
- One (2) hour set-up and (1) hour of breakdown permitted
- Holiday rates may vary
- Seasonal rates vary







## CELINE ROOM

The Celine Room, our newest event space addition, is the perfect space for an intimate dinner for up to 20 guests. The lush décor provides a one of a kind dining experience for you and your guests.

• Seated Capacity: 20 max

#### FOOD & BEVERAGE MINIMUM

MORNING: 9:00AM - 4:00PM

Saturday - Sunday: See Reservation Department

**EVENING:** 5:00PM - 10:30PM Monday - Thursday: \$2,500

Friday - Sunday: See Reservation Department

#### **RENTAL FEE:**

\$350 - \$750

\*not applied towards the F&B minimum\*

- Rates based on two and a half hours
- Family Style Dinner menu only, buffet not permitted
- Rates not inclusive
- Existing furnishing provided for all events, unable to remove furnishing
- Complimentary WiFi
- Access to sound-system with host provided playlist
- Thirty (30) minute set-up and breakdown window permitted
- Seasonal rates may vary
- Holiday rates may vary







### IN THE WORKS





SUMMER OF 2023

FALL OF 2023



WINTER OF 2023



WINTER OF 2023

### VISIT OUR SISTER PROPERTIES







THE PENTHOUSE



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APRIL 2023