

# Weddings

by Loews Hotels

## Your Day, Your Way

Customizable packages  
for the wedding of  
your dreams

## Eat, Drink & Be Married

Mouth-Watering Catering  
Menus and Toast-Worthy  
Beverage Packages

### Plus

Memorable touches & add-ons

### Loews Coronado Bay Resort

4000 Coronado Bay Road  
Coronado, CA 92118  
619.424.6014  
[loewshotels.com/coronado](http://loewshotels.com/coronado)

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## Congratulations on Your Engagement

Thank you for considering Loews Coronado Bay Resort for your special day!

Located on a private 15-acre private peninsula, you can enjoy a magical setting surrounded by the Pacific Ocean and San Diego Bay with stunning city skyline views. Here, you can enjoy the best of both worlds by taking advantage of our serene waterfront oasis while only being 20 minutes away from the vibrant city of San Diego.

The wedding of your dreams can become a larger-than-life reality and serve as a memorable retreat for you and your loved ones. Whether you envision an intimate affair or a grandeur event, our seasoned event planners and highly-awarded culinary team can help you design a wedding at our stylish ceremony and reception locations that range from stunning outdoor spaces with majestic bay views to our newly renovated luxurious indoor spaces.

Whether you are hosting your wedding reception, a one-of-a-kind cultural celebration, rehearsal dinner or celebratory brunch, this resort will exceed every expectation from inspiring spaces and innovative menus to luxurious accommodations and personalized service.

From your first planning meeting to your final toast, we will be here with you every step of the way so that you can focus on what matters most, making memories with your loved ones that will last a lifetime.

Sincerely,  
Loews Coronado Bay Resort

venues



### **Bay Terrace**

Overlooking the stunning San Diego Bay with views of the Coronado Bridge, this 5,500-square-foot terrace has multiple levels and outdoor fire pits. Ideal for receptions and outdoor meals, this is perfect for a ceremony for up to 350 guests.

**Rental Fee: \$7,500**



### **The Pointe**

This semi-private, gorgeous outdoor ceremony space is ideal for up to 175 guests in what feels like an intimate ceremony location surrounded by your loved ones and the San Diego Bay and Marina.

**Rental Fee: \$4,500**



### **Sunset Terrace**

With views of the San Diego Bay, Marina, downtown skyline and Pacific Ocean, the Sunset Terrace is the perfect place for an intimate gathering for up to 100 guests.

**Rental Fee \$2,500**



### **Gardens**

Our lush gardens overlook the San Diego Bay can accommodate both small and large ceremonies.

**Rental Fee \$2,000**

#### **Nectar Garden**

Up to 100 guests

#### **Bliss Garden**

Up to 30 guests

#### **Solstice Garden**

Up to 40 guests

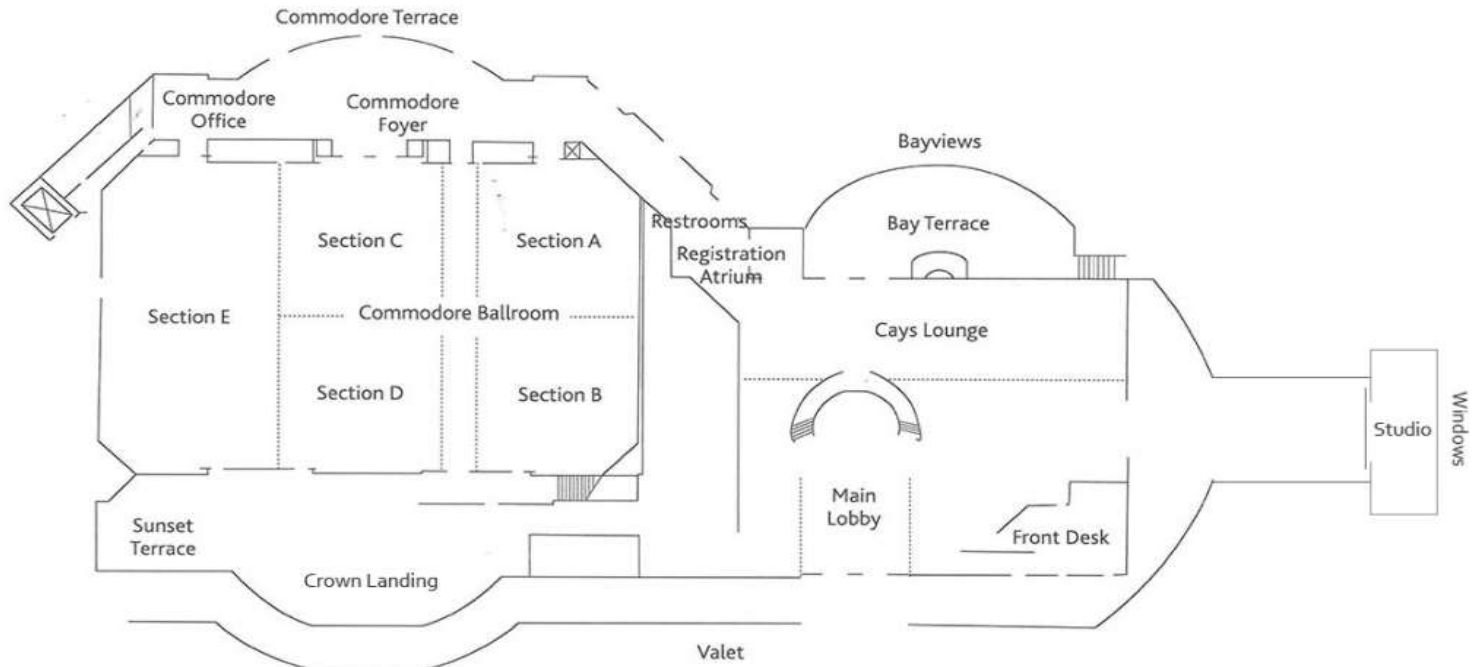
#### **Grow Garden**

Up to 20 guests

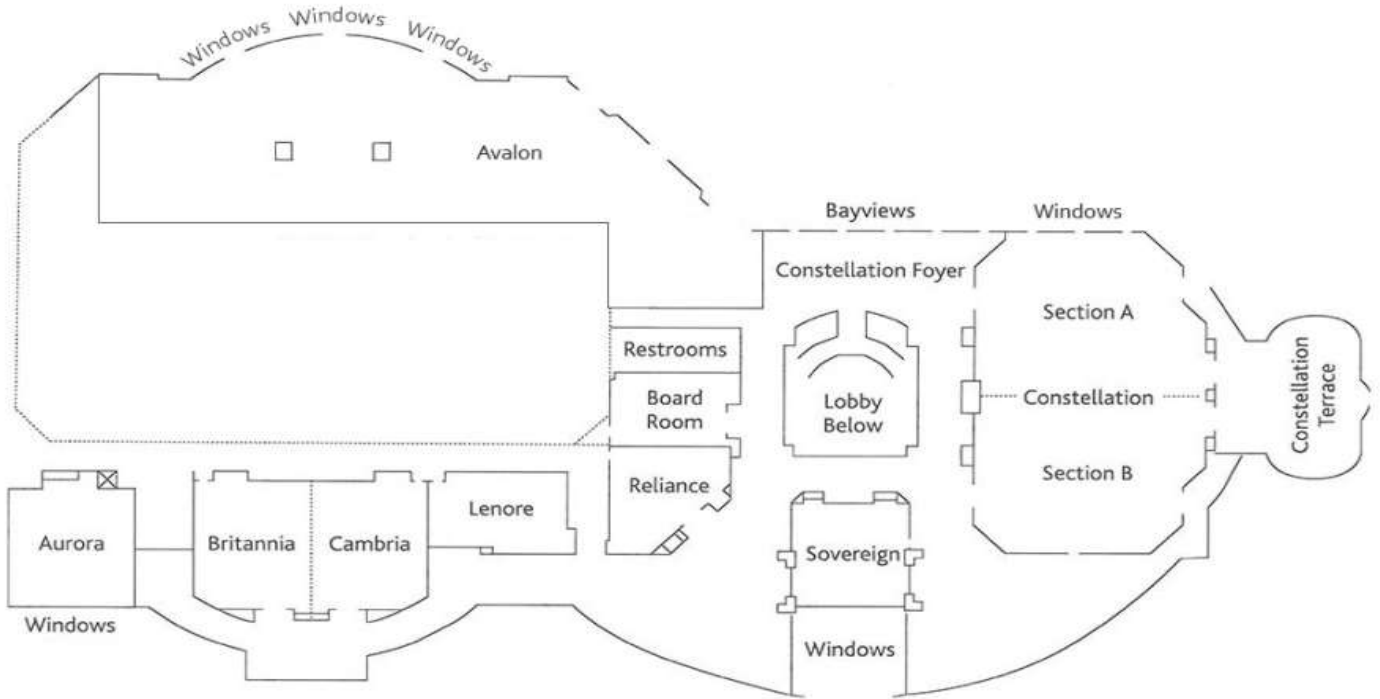
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Package includes a dedicated rehearsal time, white resin garden chairs, sound system with microphone, fruit-infused water station, gift and guest book table





Room	Dimensions (Ft./M)	Sq. Ft.	Ceiling (Ft./M)	Banquet	Classroom	Theater	Reception	U-Shape
<b>First Floor</b>								
Commodore Ballroom (A+B+C+D+E)	93 x 148/28.3 x 45.1	13764	15.8/4.8	1000	850	1500	1600	
Section A	43 x 46/13.4 x 14.3	1978	15.8/4.8	160	126	210	250	40
Section B	43 x 46/13.4 x 14.3	1978	15.8/4.8	160	126	210	250	40
Section C	46 x 47/14 x 14.3	2162	15.8/4.8	160	126	210	250	40
Section D	46 x 46/14 x 14	2116	15.8/4.8	160	126	210	250	40
Section E	49 x 93/15 x 28.3	4557	15.8/4.8	320	260	460	600	75
Commodore (A+B+C+D)	100 x 94/28.6 x 30.5	9400	15.8/4.8	720	540	900	1100	150
Commodore (C+D+E)	93 x 95/28.3 x 29	8835	15.8/4.8	670	525	1150	1100	130
Commodore (A+B)	43 x 94/13.4 x 28.6	4042	15.8/4.8	330	267	420	600	65
Commodore (C+D)	46 x 93/14 x 28.3	4278	15.8/4.8	330	267	420	600	70
Convention Office/Storage	16 x 7.5/5 x 2.5	120	11/3.5					
Marina Room	28 x 18/8.5 x 5.5	504	12/3.7	30	18	25	30	
Sunset Room	28 x 15/8.5 x 4.6	420	12/3.7	20				
Studio	35 x 11/10.7 x 3.3	385	11.9/	20	16	26	30	
<b>Outdoor Function Areas</b>								
Bay Terrace	5500			400			600	
Sunset Terrace	1200			80			100	
Marina Terrace (not shown)	6200			500			700	



Room	Dimensions (Ft./M)	Sq. Ft.	Ceiling (Ft./M)	Banquet	Classroom	Theater	Reception	U-Shape
<b>Second Floor</b>								
Constellation (A+B)	58 x 89/17.7 x 26.2	5162	11.2/3.5	350	280	500	500	80
Constellation A	44 x 58/13.1 x 17.1	2552	11.2/3.5	175	140	225	250	50
Constellation B	44 x 58/13.1 x 17.1	2552	11.2/3.5	175	140	225	250	50
Aurora	31 x 33/9.5 x 10	1023	11.9/3.6	60	60	90	90	32
Britannia	29 x 36/8.8 x 11	1044	11.9/3.6	80	60	100	100	35
Cambria	29 x 36/8.8 x 11	1044	11.9/3.6	80	60	100	100	35
Lenore	22 x 34/6.7 x 10.4	748	11.3/3.5	40	30	60	60	24
Reliance	20 x 30/6.1 x 9.1	600	10.4/3.5	30	30	60	50	23
Sovereign	30 x 30/9.1 x 9.1	900	11.9/3.8	50	50	80	80	28
Board Room	20 x 29/6 x 9	580	11/3.5	30	24	40	45	20
Avalon		3000	11/3.5	200	80	160	250	25

packages





## Wedding Package Inclusions:

- Dedicated on-site Wedding Specialist to assist with every detail of your wedding
- Complimentary suite for the Bride and Groom on the night of the wedding\*
- Menu tasting for up to two (2) guests\*
- Customized wedding cake or cupcake tower
- Champagne or cider toast
- Freshly brewed Starbucks regular coffee, decaffeinated coffee and hot tea
- Tables, chairs, china, silverware, stemware, glassware
- Gold chameleon chairs\*
- Floor-length linens and matching napkins
- Three (3) votive candles per table
- Dance floor, DJ table, staging for DJ or band
- Staging for sweetheart table or head table
- Display table for cake, gifts, escort cards and favors
- Special guest rates available for overnight guestrooms\*
- Special discounted self-parking and valet parking rates for your guests
- Total service time of six (6) hours, \$750 per hour labor fee will be applied for additional hours

\*Restrictions may apply, please see your Catering Manager for additional information



## **Silver Strand Wedding Package** **\$150.00++ Per Person**

### **Cocktail Reception**

Selection of three (3) passed hors d'oeuvres

One-Hour Hosted Select Bar:

- Select Brand Cocktails
- Select Red and White Wine
- Martinis
- Domestic, Imported and Local Craft Beer
- Assorted Soft Drinks
- Still and Sparkling Water
- Assorted Juices

### **Three-Course Dinner**

Choice of Starter

Choice of Two (2) Entrée Selections  
(Beef, Chicken, Fish or Vegetarian)

Customized Wedding Cake or Cake Cutting

Champagne or Cider Toast

Freshly Brewed Starbucks Regular Coffee, Decaffeinated Coffee and Hot Tea

All prices are subject to a 25% (indoors) and 27% (outdoors) service fee and prevailing taxes, currently at 7.75%.

Prices are subject to change without prior notice



## **Coronado Cays Wedding Package** **\$190.00++ Per Person**

### **Cocktail Reception**

Selection of Four (4) Passed Hors d'Oeuvres

One-Hour Hosted Premium Bar:

- Premium Brand Cocktails
- Premium Red and White Wine
- Martinis
- Domestic, Imported and Local Craft Beer
- Assorted Soft Drinks
- Still and Sparkling Water
- Assorted Juices

### **Three-Course Dinner**

Choice of Starter

Choice of Three (3) Entrée Selections  
(Beef, Chicken, Fish or Vegetarian)

Customized Wedding Cake or Cake Cutting

Wine Service with Dinner

Champagne or Cider Toast

Freshly Brewed Regular Coffee, Decaffeinated Coffee and Hot Tea

All prices are subject to a 25% (indoors) and 27% (outdoors) service fee and prevailing taxes, currently at 7.75%.

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## **Sea Scape Wedding Package**

**\$245.00++ Per Person**

### **Cocktail Reception**

Selection of Five (5) Passed Hors d'Oeuvres

One-Hour Hosted Luxury Bar:

- Luxury Brand Cocktails
- Luxury Red and White Wine
- Martinis
- Domestic, Imported and Local Craft Beer
- Assorted Soft Drinks
- Still and Sparkling Water
- Assorted Juices

### **Four-Course Dinner**

Choice of Starter

Intermezzo

Choice of Four (4) Entrée Selections  
(Beef, Chicken, Fish or Vegetarian)

Customized Wedding Cake or Cake Cutting

Champagne or Cider Toast

Wine Service with Dinner

Freshly Brewed Regular Coffee, Decaffeinated Coffee and Hot Tea

**Two-Hour Hosted Luxury Bar following dinner**

All prices are subject to a 25% (indoors) and 27% (outdoors) service fee and prevailing taxes, currently at 7.75%.

Prices are subject to change without prior notice

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menus



## Hors d'Oeuvres

### Cold

- Edamame Cannolis, baby kale, spicy crispy quinoa
- Smoked Salmon with dill Crème fraiche, black tobiko on potato
- Greek Salad Skewer, marinated feta, cucumber, cherry tomato, red onion aioli
- Beef Tartare, horseradish cream, shallots, crispy capers, sourdough
- Watermelon Feta Skewer, smoked sea salt, coriander almond, crumble mint
- Baja Shrimp Cocktail, spicy gazpacho
- Insalata Caprese Skewers, basil pesto
- Tuna Tartare, wasabi crème on a cucumber cup
- Endive with Marinated Vegetables (Vegan)

### Hot

- Grilled Chicken Zartar skewer, mint aioli
- Chicken and Black Bean Empanadas
- Coconut Shrimp, soy ginger glaze
- Mini Crab Cake, green papaya, apple aioli
- Firecracker Shrimp Wontons, soy truffle dipping sauce
- Mini Beef Wellington, blue cheese fondue
- Pork Belly BLT, lemon aioli
- Vegetable Crispy Spring Roll, sesame plum sauce
- Brie Pear Tartelette
- Curry Vegetable Samosa, cilantro lime yogurt
- Saffron Arancini, smoked mozzarella

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### Starter Selection | Select one (1) per guest

- Sweet Corn Soup, piquillo peppers, goat cheese
- Potato and Leek Soup, dill oil
- Caprese Vine Ripe Tomatoes, burrata, sweet basil, extra virgin olive oil, balsamic reduction, sea salt, ciabatta
- Local Farm Greens, shaved petite vegetables, feta cheese, toasted hazelnuts, roasted shallot, herb vinaigrette
- Caesar Salad, romaine, oven roasted cherry tomatoes, focaccia crouton, aged Parmesan cheese



## Entrée Selection\*

- Roasted Mary's Chicken Breast, mushroom farrotto, shaved curry cauliflower, fennel, chicken jus
- Roasted Mary's Chicken Breast, haricot verts amandine, pommes aligot, truffle jus
- Roasted Salmon, potato gnocchi, roasted artichokes, leek fondue, baby carrots, red wine bierre rouge
- Roasted Local Sea Bass, caramelized fennel, tomato braised olives, pearl onions, potato confit, saffron butter sauce
- Pacific Halibut, purple sweet potato, Japanese eggplant, sesame spinach, baby carrot, soy ginger sauce
- Braised Beef Short Ribs, aged cheddar polenta cake, Swiss chard, shiitake mushrooms, red wine reduction
- Beef Tenderloin, purple potato pave, roasted Cipollini onions, asparagus, tarragon shallot demi
- Angus Tenderloin, tri-colored new potatoes, seasonal vegetables, demi glaze
- Stuffed Eggplant (v), quinoa, seasonal roasted vegetables
- Butternut Squash Ravioli, butternut squash puree, sautéed spinach, parmesan, sage cream (Vegetarian)
- Portobello Wellington, crispy onions, mushroom bordelaise (Vegetarian)
- Crispy Polenta, mushroom ragu, wilted greens, parmesan frico (Vegetarian)

**Duet Entrée | +\$20 per person**

*\*Please ask your catering manager about our dinner buffet options*

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### **Kids Meal | \$50 per person**

Kids 12 years and under

#### **Selection One Starter, Entrée and Dessert for all**

##### **Choice of Starter**

Fresh Fruit Cup

Mixed Garden Greens, Ranch Dressing

##### **Choice of Entrée**

Baked Chicken Fingers, Ranch Dipping Sauce

Cheeseburger with French Fries

Grilled Cheese Sandwich with French Fries

Pepperoni Pizza

##### **Choice of Dessert**

Giant chocolate chip cookie

Brownies

### **Vendor Meal | \$65 per person**

Plated Dinner

Assorted Dinner Rolls, Creamy Butter

Plated Dinner Entree

Dessert

Freshly Brewed Regular Coffee,  
Decaffeinated Coffee and Hot Tea



desserts

Please let your catering manager know who you would like to meet with for a consultation. Should you wish to have additional desserts for your guests to enjoy, your designated catering manager can provide excellent options.

**Sweet Cheeks Baking**

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

Email: [info@sweetcheeksbaking.com](mailto:info@sweetcheeksbaking.com)

**CAKE San Diego**

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

Email: [fabcakessd@gmail.com](mailto:fabcakessd@gmail.com)



beverages

## **Beverage Packages**

A \$200 bartender fee, per bar will be applied to all bars.

One (1) bartender for every 100 guests

### **Select Liquors**

Svedka Vodka  
Seagram's Gin  
Cruzan Silver Rum  
Juarex Silver Tequila  
Jim Bean White Label Bourbon  
Seagram's 7 Whiskey  
Grant's Scotch

### **Select Wines**

Cabernet Sauvignon, Archetype  
Chardonnay, Archetype  
Pino Noir, Archetype  
Rose, Chateau Ste Michelle  
Sauvignon Blanc, Archetype  
Sparkling, Michelle Brut

### **Premium Liquors**

Tito's Vodka  
Bombay Gin  
Bacardi Superior  
Exotico Blanco  
Jack Daniel's Whiskey  
Dewar's White Label  
Canadian Club Blend

### **Premium Wines**

Cabernet Sauvignon, Tribute by Benziger  
Chardonnay, La Crema  
Malbec, Bodegas Caro Aruma by Lafite Rothschild  
Pinot Grigio, Caposaldo  
Pinot Noir, Mark West  
Prosecco, Lunetta  
Rose, Pink Flamingo  
Sauvignon Blanc, Benziger

### **Luxury Liquors**

Ketel One Vodka  
Hendrick's Gin  
Bacardi 8 Rum  
Patron Silver Tequila  
Maker's Mark Bourbon  
Crown Royal Whiskey  
Glenfiddich 12 Year Scotch

### **Luxury Wines**

Cabernet Sauvignon, Decoy by Duckhorn  
Champagne, Nicolas Feuillate Brut  
Chardonnay, Chalk Hill  
Russian River  
Merlot Benziger  
Pinot Grigio, Cavielliere D'Oro  
Campanille  
Rose, Miraval Cotes de Provence  
Sauvignon Blanc, Kim Crawford



## Beverage Packages

### Domestic Beer

Budweiser  
Bud Light  
Fat Tire Voodoo Ranger IPA  
Sam Adam's Seasonal  
Whiteclaw Mango Hard Seltzer  
Truly Wildberry Hard Seltzer

### Imported Beer

Coronado Extra  
Stella Artois  
Heineken 0.0  
Heineken

### Local Craft Beer

Steel Beach Lager, Mike Hess  
Habitus Double IPA, Mike Hess  
Salty Crew Blonde Ale, Coronado Brewing  
Orange Ave Wit, Coronado Brewing  
Sculpin IPA, Ballast Point  
Delicious IPA, Ballast Point  
Red Trolley Ale, Karl Strauss

### Non-Alcoholic Beverages

Assorted Soft Drinks  
Still and Sparkling Waters



## Beverage Packages

A \$200 bartender fee, per bar will be applied to all bars. One (1) bartender for every 100 guests.

### HOST BAR

	SELECT	PREMIUM	LUXURY
Cocktails	\$ 13.	\$ 14.	\$ 15.
Martinis	\$ 15.	\$ 16.	\$ 17.
Wines	\$ 13.	\$ 14.	\$ 19.
Bubbles	\$ 13.	\$ 14.	\$ 19.
Local Craft Beer	\$ 12.	\$ 12.	\$ 10.
Imported Beer	\$ 10.	\$ 10.	\$ 10.
Domestic Beer	\$ 9.	\$ 9.	\$ 9.
Soft Drinks	\$ 7.	\$ 7.	\$ 7.
Still and Sparkling Water	\$ 7.	\$ 7.	\$ 7.

### HOST BAR

(per person, per hour)

	1-HOUR	2-HOUR	3-HOUR	ADDITIONAL HOUR
SELECT	\$ 28.	\$ 46.	\$ 54.	\$ 14.
PREMIUM	\$ 32.	\$ 50.	\$ 66.	\$ 16.
LUXURY	\$ 36.	\$ 54.	\$ 70.	\$ 18.



*extras*



## Rehearsal Dinner

Priced Per Person Based on Ninety (90)  
Minutes of Service

### Plated Dinner | \$60 per person

Assorted Dinner Rolls and Butter

#### First Course

Mixed Green Salad  
Baked Brie Phyllo, Marinated Tomatoes,  
Candied Walnuts, Cherry Vinaigrette

#### Second Course

Herb-Roasted Chicken  
Wild Mushroom Ragout & Pee Wee Potatoes

Celery Root Bolognese  
Hand-Cut Pappardelle Pasta, Herb Ricotta

#### Third Course

Crème Brulee, Fresh Berries

Freshly Brewed Starbucks Coffee,  
Decaffeinated and Hot Tea

### Buffet Dinner | \$70 per person

Warm Pita Bread

Hummus, Traditional and Roasted Pepper  
Hummus

Spinach Salad, Spinach, Feta Cheese, Black  
Olives, Red Onions, Cherry Tomatoes,  
Lemon Thyme Vinaigrette

Orzo Pasta Salad, Fresh Roasted Garden  
Vegetables

Grilled Chicken, Black Olives, Tomatoes and  
Capers

Pacific Catch of the Day, Citrus Beurre Blanc

Baklava

Miniature fruit tarts

Freshly brewed Starbucks coffee,  
decaffeinated and hot tea





## Late Night Bites

Priced per person based on ninety (90) minutes of service

### Street Tacos | \$35

Choice of Three: Carne Asada, Slow Roasted Chicken Tinga, Mojo Pork Carnitas, Grilled Ancho Marinated Catch of the Day

Rajas Con Queso, Oaxaca Cheese with Poblano Peppers, Mushrooms, Corn, Chopped Red Onions, Cilantro, Green Onions, Shaved Cabbage, Radishes, Jalapenos, Queso Fresco, Lime Wedges

Salsa Rojo, Pico de Gallo, Lime Crema, Guacamole, Corn & Flour Tortillas

### Market Flatbread Station | \$30

Mushroom, Fontina, Gorgonzola Cheese, Caramelized Onion, Arugula

Barbeque Chicken, Grilled Red Onions, Peppers, Chipotle Barbeque Sauce

Prosciutto, Four Cheese Blend, Basil Pesto, Olives

### Nacho Bar | \$18

Queso Fundido with Chorizo  
Salsa, Guacamole, Sour Cream, Black Beans, Jalapenos, Green Onions, Olives, Tortilla and Corn Chips

### Mac n' Cheese Station | \$34

Choice of Two:

BBQ Pork Belly Mac  
Smoked Gouda, Pickled Onions, Jalapenos, Cornbread Crumble

French Onion Mac

Steak Tips, Caramelized Onions, Gruyere, Cheddar, Truffle Oil, Chives

Vegan Mac

Almond Cream, Cauliflower, Broccoli, Garlic Panko Crumble

Roasted Mushroom Mac

Fontina, White Cheddar, Spinach Pesto, Parmesan Crumble

### Slider Shack | \$27

American Beef Slider

American Cheese, Pickles, Coronado Sauce

Pulled Pork Slider

Memphis Style BBQ, Pickled Red Cabbage Slaw

Fried Chicken Slider

Pickled Onion, Tomato, Tabasco Aioli

All prices are subject to a 25% service fee and prevailing taxes, currently at 7.75%. Prices are subject to change without prior notice



## Sunday Brunch

Priced per person based on ninety (90) minutes of service.

Orange, Grapefruit, and Cranberry Juices.  
Freshly brewed Starbucks regular, decaffeinated coffee and hot tea

### Southern Charm | \$56

Seasonal sliced fruit and berries

Selection of fresh baked breakfast pastries: muffins, croissants, Danish, butter, preserves and honey

Individual Yogurts

Buttermilk biscuits, sage sausage gravy

Southern grits, smoked cheddar

Maple pecan waffle, maple syrup

Scrambled eggs

Country sausage patties

Applewood bacon

Skillet potatoes with caramelized onions, rosemary

\*One culinary attendant required for every 75 guests at \$175 per attendant

All prices are subject to a 25% service fee and prevailing taxes, currently at 7.75%. Prices are subject to change without prior notice

### Silver Strand Sunrise | \$54

Seasonal sliced fruit and berries

Assorted bagels

Smoked salmon, cream cheese, sliced tomato, red onions, capers

Egg white scramble

Baby kale, scallions, roasted peppers, fontina cheese

Banana granola pancakes

Maple syrup, whipped cream

Chicken apple sausage, Smokehouse bacon, baked hash browns with cheddar cheese and sour cream

Assorted breakfast breads and pastries, assorted jams and sweet butter

### All American | \$48

Seasonal sliced fruit and berries

Selection of fresh baked breakfast pastries, butter, preserves, honey

Steel cut oatmeal, brown sugar, raisins, toasted walnuts

Scrambled Eggs

Chicken Apple Sausage

Applewood Smoked Bacon

Chef's Selection of Potatoes

*info*



## Recommended Vendor List

### WEDDING PLANNERS

Ann's Plans	619.206.5675	annsplans.com
Bella Mia Exclusive Events	619.248.0786	bellamiaexclusiveevents.com
Bliss Events	619.252.1058	blissevents.com
Breezy Day Weddings	858.336.5019	breezydayweddings.com
Lavish Weddings	858.740.4833	lavishwed.com
Nahid Global Events	619.920.2976	nahidglobal.com
Sweet Blossom Wedding	858.668.8263	sweetblossomweddings.com
White Lace Events	858.829.5351	whitelaceevent.com

### FLORAL & DECOR

Blush Botanicals	858.342.0480	blushbotanicals.com
Little Fleur Co.	619.227.3047	littlefleurco.com
Lois Mathews Designs	858.774.2850	loismathews.com
Organic Elements	858.610.8881	organicelements.com
Sunshine Flowers	760.450.6555	sunshineflowerssd.com
Trendee Flowers	619.204.3920	trendeeflowers.com
Tessfresh Flowers	619.972.6265	tessfreshflowers.com

### PHOTOGRAPHY

Anza Foto+Film	619.977.2597	anzafotofilm.com
Brant Bender Photography	858.218.4082	brantbender.com
Charissa Magno Photography	916.628.6590	charissamagno.com
Lin and Jirsa Photography	949.287.2153	linandjirsa.com
Mandy Ford Photography	419.303.2363	mandyford.com
True Photography Weddings	619.795.9545	truephotographyweddings.com
Vallentyne Photography	760.672.2416	vallentynephotography.com

### VIDEOGRAPHY

Impressive Creations	310.748.0505	impressivecreations.com
Robles Video Productions	714.672.0222	roblesvideo.com
Ryan Films San Diego	619-995-1777	ryanfilmssd.com
Serendipity Cinema	602.380.3869	serendipitycinema.com
Side by Side Cinema	760.500.3264	sidebysidecinema.com
Taylor Films	760.846.0418	taylorfilms.com



## **BAKERIES**

CAKE	619.295.2253	fabcakes.com
Sweet Cheeks Baking Co.	619.285.1220	sweetcheeksbaking.com

## **RENTALS / EVENT TECHNOLOGY**

Abbey Party Rentals	858.586.7400	abbeypartrentals.com
Bella Mia Exclusive Events	619.248.0786	bellamiaexclusiveevents.com
Concepts Event Design	619.336.0202	conceptseventdesign.com
Encore	619.628.5445	encore.tech.com

## **OFFICIANTS**

A Ceremony of Elegance	619.239.3306	deborahyoung.com
Ceremonies by Bethel	619.302.3035	ceremoniesbybethel.com
Craig Knudsen	619.977.9834	craigdoesweddings.com
Pastor Paul Frye	619.459.3205	paulfryeweddings.com
Reverend Christopher Tuttle	760.580.8697	vowsfromheart.com

## **ENTERTAINMENT**

Bonnie Foster Productions	858.967.0167	bonniefosterproductions.com
DJ DeOndre Essex	760.274.7222	djdremotion.com
JD Musik San Diego	619.654.9818	jdmusiksandiego.com
Music As You Like It	619.223.5732	musicasyoulikeit.com
Republic of Music	619.277.8689	romprod.com
SGM Events	858.270.2195	sgmevents.com

## **INSTRUMENTAL MUSICIANS**

Caprice Strings	619.460.9265	capricestrings.com
Devora Harpist	760.943.0302	devoraharpist.com
Eliana Strings	619-363-7983	elianastrings.com
The Acoustic Spot	619.800.0160	acousticspottalent.com

## **TRANSPORTATION**

San Diego Limo Buses	619.225.8466	limobuses.com
Sunset Transportation	619.258.7777	sdsunsettransportation.com



## Frequently Asked Questions

### **What do I need to do to confirm my wedding date?**

Once you have selected your wedding date, we will send you an agreement to confirm the date, timing and space.

### **Is there a deposit due?**

A 25% deposit of the agreed upon food and beverage minimum. A payment sliding scale will be discussed in your agreement.

### **Does the Hotel offer special group rates or discounted guest room for my guests?**

Yes, please inquire with your Catering Manager.

### **Am I allowed to bring in Outside Food and Beverage?**

Outside Food may be brought into the hotel for menu items of ethnic origin that we are not able to replicate at the resort. Please ask your Catering Manager for a list of approved vendors.

### **When is the Menu Tasting?**

Menu tastings may be schedule from 3-6 months from your event date.

### **How do I coordinate a Cake Tasting?**

We will provide you with our Cake Vendor's contact information and you can reach out to them direct to schedule a time that works best for you.

### **Will someone be there to assist during my wedding day?**

Your designated Catering Manager will be available on the day of your wedding, but since weddings are very detailed and intricate, a Day of Wedding Coordinator will be required.

### **When are my Event Details due?**

Thirty (30) days before your event date.

### **When is the Final Guarantee due?**

The Final Guarantee is due seventy-two (72) hours (three business days) prior to your event.

### **May I hire my own vendors?**

We are please to share our recommended list of vendors, but you are not required to use them. All vendors brought onsite must be licensed and a Certificate of Insurance is required.

# Event Guidelines

## Food Preparation

Our Culinary team is able to satisfy all your dietary restrictions, allergies and personal preferences. Please kindly communicate any details to your Conference or Catering Manager in advance of your function(s). Please be advised that consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of food borne illness, especially if you have certain medical conditions.

To ensure the quality and safe handling of products serviced by the Hotel, we request that no food and beverage may be transferred or re-plated. In addition, food may not be removed from any function by the client or any of the invitees.

## Beverage Service

The Hotel's mixology and sommelier teams are available to suggest a wide range of beverage selections to compliment your event. The Hotel kindly requests that all beverages are served by the Hotel's personnel only. In addition, the Hotel's alcoholic beverage license requires the Hotel to request proper identification of any person of questionable age. The Hotel may opt to refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced as well as to any person, who, in the Hotel's judgment, appears intoxicated.

## Food Service

Based on your selections, all menu items are priced per person and are served for the following durations (additional cost may be incurred for any service time extensions):

Breakfast: [1] Hour

Brunch: [1.5] Hours

Morning and afternoon breaks: [0.5] Hour

Lunch and dinner: [1.5] Hours

Stationary receptions: [1] Hour

Package receptions (tray pass and stationary): [2] Hours

Due to costs associated with preparation, additional charges per person will apply for buffet or plated service of [25] guests or less. For any menu supplements or à la carte additions, selections must be for [100%] of the event guarantee. For an elevated experience, table-side choice service is available at [150%] times the menu price. The Hotel will assist in sourcing any of your special food and beverage needs, however please note that [100%] of the cost of the product will be charged. Labor fees will apply for all services where additional personnel are required or requested.

## **Kosher Meals**

Should you require kosher meals, the Hotel can accommodate upon advance notice of seven [7] business days from your event. Meal types and components are subject to change based on the vendor's availability. The Hotel will source all kosher meals from a preferred vendor with pricing relative to the current Banquet menu.

## **Menu Printing**

Professional and custom menu printing for your function(s) is available with advance notice to your Conference or Catering Manager. Based on the quantity and specifications requested, charges may apply.

## **Security**

Please kindly advise your attendees that they are responsible for the safekeeping of their personal property as the Hotel does not provide security in the meeting and function spaces. You may elect to retain security at your own expense to safeguard personal property in the meeting and function space or request lock changes to secure your meeting rooms. In addition, depending upon the nature of your event, the Hotel reserves the right based on its reasonable judgment to require the group to retain security personnel in order to safeguard guests or property in the Hotel. The Hotel's prior approval is required for all outside licensed security companies and must meet the minimum standards established by the Hotel, including insurance and indemnification requirements. Security personnel are not authorized to carry firearms without advance Hotel approval.

## **Signage, Displays and Damages**

The Hotel kindly requests that all signage be professionally printed (nothing hand-written), conform to city/state fire code regulations and placed only in registration areas or immediately outside function/meeting rooms. The Hotel requests that any additional locations requesting signage or displays—including the Hotel's lobby—be approved in advance by your Conference or Catering Manager. To protect the Hotel from damage and repair costs to the group, the Hotel cannot allow the affixing of anything to the walls, floors or ceilings of rooms with nails, staples, push pins, tape or any adhesive substance. Should you require assistance, banners that need to be hung on the wall may be done by the Hotel Engineering Department (fees may apply). Please be advised that the Hotel is not responsible for the retention or removal of any signs, banners, decorations, audio-visual or other equipment used on site.

## **Shipping and Receiving**

For your convenience, parcel shipping and handling services are available at the Hotel. For additional information regarding package shipping instructions, please contact your Conference or Catering Manager.

## **Smoking Policy**

We kindly ask that smoking not occur in any areas of the Hotel to include guest rooms, suites, public areas, restaurants and meeting/function rooms. Otherwise, a cleaning fee may be assessed.



## **Audio-Visual Services**

The Hotel's technology partner, Encore, is available to assist you with any audio, video, electrical and internet needs. Please contact your Conference or Catering Manager for additional information and requests.

## **Outside Audio-Visual and Production**

Encore is the Hotel's primary technology partner and provider of audio-visual services. Should you elect to partner with an alternate vendor we kindly request the following:

### **Business License**

By selecting to utilize another audio-visual company, please be advised that there are guidelines to be followed to conduct business within the Hotel. As such, the outside production company is expected to adhere to all mandatory guidelines required of our in-house provider, PSAV. All audio-visual companies doing business in the Hotel must provide a license to do business in the city that the Hotel is located in [30] days prior to the event.

### **Damage Deposits**

All exhibit, production and audio-visual companies will have a pre/post set-up/tear-down walk-through of all locations occupied by the show/event. The walk-through will be conducted with a PSAV liaison and/or Hotel representative. A damage deposit may be required. The return of this deposit will be based on the exhibit, production, drayage and audio-visual company's adherence to the policies as outlined as well as a satisfactory walk-through inspection at the end of the function. The client is responsible for any damage charges caused by the exhibit, production, drayage and audio-visual company.

### **Fire Watch**

The Hotel may require a fire watch for certain productions that can activate the Hotel fire alarm system. A fire watch must be ordered for all rehearsals and actual productions of these events.

### **House Sound**

To protect the quality and integrity of our in-house systems, outside audio-visual companies are not permitted to patch into our house sound systems. The client must contract separate microphones, amplifiers, speakers and mixers from the outside audio-visual company for all meeting rooms requiring audio support.

### **Internet and Wireless Networking**

PSAV is responsible for coordinating all HSIA requirements and billing for all arrangements. All outside wireless networking equipment (routers, hot spots etc.) must be reported to Loews IT/PSAV prior to being setup onsite. Due to the limited number of wireless channels available, arrangements must be made to reserve wireless channels to limit interference with existing Hotel wireless networking. All wireless networking equipment must be configured in a secure fashion (WPA/2 or similar). All wireless broadcast SSID's must be cleared with IT/PSAV prior to being turned on. Wireless networking equipment that does not meet these standards will be subject to port termination.

### **Insurance**

A certificate of insurance evidencing general liability coverage is required from the outside audio-visual company. The client agrees to protect, indemnify, and hold harmless the Hotel, it's owners, management and employees from any and all claims arising out of the client's use of an outside audiovisual company. The certificate of insurance, in form and substance satisfactory to Hotel and evidencing the required coverages, shall be provided to the Hotel prior to the commencement of services. Each vendor shall, at its own cost and expense, obtain and maintain and cause any sub-contracted party to obtain and maintain insurance.

## **Load In and Out**

Encore will provide an audio-visual liaison to supervise the load in, set up, tear down and load out phases for your event. Labor for this service will be charged at prevailing rates and posted to the master account. PSAV will be provided complete production requirements to include labor calls, equipment requirements, and any related audio-visual services. These requirements must be provided [21] days prior to the scheduled load-in.

Under no circumstances will the Hotel or PSAV be held liable for lost, damaged, stolen or misused equipment obtained from outside audio-visual and/or production companies.

Access to the loading dock must all be prearranged through PSAV and your Conference or Catering Manager. Off-hour load ins/outs will require additional Hotel security and will be billed to the client at the prevailing rate (minimum of three [3] hours).

The exhibit/production company must provide the Hotel (five [5] days in advance) of who will be the key contact during the load in/out. They will be required to sign in with the Hotel's Security desk and will be given the appropriate identification which must be worn at all times. They will also supply Security with a cell phone number while on-site.

Visquine or similar material must be in place over all carpeted areas where equipment or crates will be rolled.

Forklifts are not permitted in the ballroom areas. Due to insurance regulations, the Hotel cannot provide scissor lifts, flatbed carts or forklifts—exhibit and production companies must provide their own. None of this equipment can be stored in the back of house areas or loading dock.

No items should be placed against any of the walls or columns in the Hotel.

Truck and trailer parking is not permitted on the loading docks and all vehicles must be removed immediately after load in/out. Your PSAV liaison and/or Conference or Catering Manager can supply you with off-site parking alternatives.

Exhibit and production personnel must conduct themselves in an appropriate manner and be properly attired at all times.

No exhibit or production company personnel can smoke or take breaks in any of the Hotel's service hallways or public areas—including the Hotel employee cafeteria.

The Hotel reserves the right to curtail or cease entirely operations at any time if, in the Hotel's reasonable estimation, actions are placing the Hotel's property, employees or guests at risk.

## **Power**

The Hotel Engineering Department is responsible for coordinating all power requirements and billing for all power arrangements. All Power utilized will be billed at the prevailing rates to the master account.

## **Rigging**

To maintain quality and to protect the Hotel, its clients and guests, outside audio-visual companies are not permitted to hang any equipment from the in-house fly points or other structural supports built into the facility. For liability considerations, PSAV will qualify and perform all rigging and related services to include motors, trussing and labor calls.

## **Other**

Storage space for outside audio-visual and production equipment is the sole responsibility of the outside audio-visual or production company. Due to fire codes, storage of any equipment in back hallways is strictly prohibited. The Hotel may have limited storage space available, but is under no obligation to provide such space. If space is available, a fee will apply. Due to the fact that this space may be available for rental and food and beverage sales for other functions if PSAV was utilized, the rental price for any storage space may be increased beyond the list price of the room.

PSAV services break-out rooms and has opportunity to quote the entire event. All audio-visual equipment and labor required for break-outs, supplemental meetings and indoor/outdoor food and beverage functions are to be handled by PSAV. A customized order will be provided for approval.