

A black and white photograph of a wedding ceremony. A bride in a white dress and a groom in a dark suit are standing in the center, facing each other and kissing. The bride is holding a large bouquet of white flowers. They are surrounded by guests seated at tables, some of which are decorated with floral centerpieces. The background features large trees and a string of lights, suggesting an outdoor venue.

# 1621 Alton

2023

# Important Information

## VENDORS AND PACKAGES

At 1621 Alton, each wedding couple is able to build their wedding day around their personal taste + style and choose from any of our **Preferred Vendors for Catering, Bartending, and Coordination.**

All other vendors such as decor + rentals, florists, photography + videographer, DJ/entertainment, bakery/desserts, etc. can be any reputable vendor of your choosing!

We are happy to give recommendations upon request.

A cohesive list of all things included in the venue fee can be found on page 5, venue pricing can be found on page 4, and contact information on page 12.





## 2023 Venue Pricing

On Peak | May–October

Friday + Sunday \$5,500

Saturday \$6,500

Off Peak | November–April

Friday + Sunday \$5,000

Saturday \$6,000

\*\*We require, at minimum, two venue staff personnel for the duration of venue rental for weddings up to 150 guests.

\*\*Costs for venue staffing is estimated at \$30 per hour with a required service fee at \$100 per staff member.

\*\*Full pricing breakdown will be provided in venue estimate.



# Venue Inclusions

## Included Furniture + Additions



Wine Barrels (2)



6' Banquet Tables (8) 60" Round Tables (20)



Sweetheart Table



3' Wood Bars  
(2)



Chairs (250)



Low Cocktail  
Tables (4)



High Cocktail  
Tables (4)

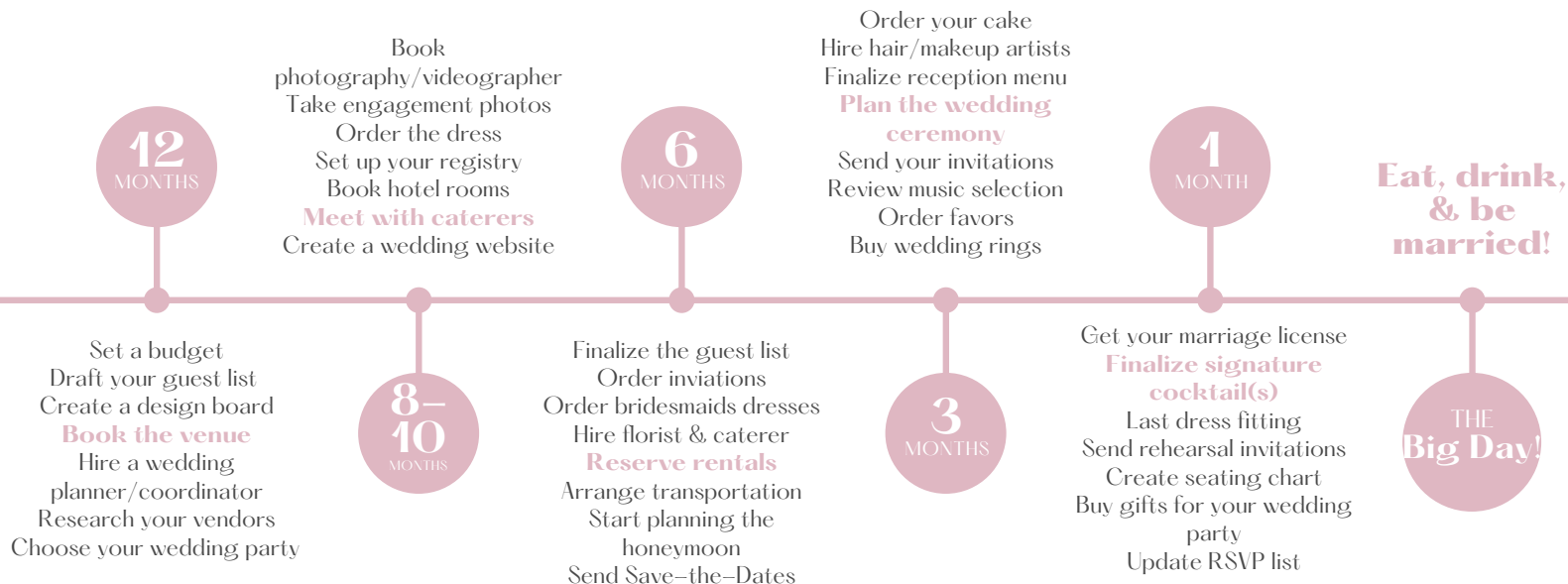
## Other Amenities

- Exclusive use of Park, Helipad + gazebo area
- Exclusive use of Bridal Suite/staging area
- Market Lighting throughout the Park with our main trees wrapped in twinkling lights
- Two rustic chandeliers hanging from our ceremony tree
- Complimentary ample parking
- 12-hour venue rental – Includes set-up and strike
- Wi-Fi throughout the venue
- Complimentary wedding rehearsal | \*subject to availability
- Ability to have open flame on tables and sparkler grand exit

## On-Site Venue Staff

- Our venue staffing is provided by Jazmyn & Co Events
- Vendor will invoice clients directly for staffing no later than 30-days prior to wedding day
- Staffing ratios are as follows:
  - Up to 150 guests (2 staff), 150–225 (3 staff), 225–300 (4 staff), 300+ (5 staff)

# They said "yes!" ♦ Now what?



# Preferred Caterers

All wedding clients must choose a catering vendor from the below approved list.  
**\*\*Outside catering can be brought in for a flat buyout fee of \$1,000.**



Caliente



Canyon



Country Garden



Euro Caffé



Jason's



KonTiki Taco



Seafood World



Summit Catering



Top



Mantra



Blueberry Hill



Paracel

...just a few of our favorite food trucks!



**Food Trucks we love!**  
ANY food truck/cart vendor  
 allowed for an additional \$250  
 fee.



The Burnt Truck



In-N-Out



TLT



The Habit



Curiosity

# Preferred Coordinators



329  
Events



Bella B.



Dolce Bliss  
Events



FAB  
Weddings



Haus &  
Co



Intentional  
Gathering Co



Jazmyn +  
Co  
Events



Kelly Duprat



Moonbeam  
Weddings



TD Events

YOUR COORDINATOR SHOULD BE BOOKED NO LATER THAN 60 DAYS PRIOR TO YOUR WEDDING DAY.  
MOST COORDINATORS BOOK UP TO A YEAR IN ADVANCE SO WE RECOMMEND BOOKING AS SOON AS YOU BOOK YOUR VENUE!

## COORDINATOR REQUIREMENTS:

- Must provide General Liability Insurance, along with Venue Indemnification and Hold Harmless.
- Hired Wedding Coordinator should never be an invited guest, wedding party member, or immediate family member
- Coordinator is **required to attend at least one venue walk-through**. Most commonly this is your final walk through (approx 30 days prior to wedding day!) NO EXCEPTIONS

FOR OUR FULL LIST OF COORDINATOR EXPECTATIONS  
PLEASE VISIT [BIT.LY/3L4XLKB](https://bit.ly/3L4XLKB)

# Preferred Bartending Services



All Occasions  
Bartending



The Boundless Bar



OC Bar Service



Party Services  
SoCal



Nomad  
Cocktail Co.



The Tap Truck

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## OUR VENUE OFFERS BYO BARTENDING THROUGH THE ABOVE PARTNERS!

### WHAT DOES THIS MEAN?

This means that you can head to your local Costco, Bevmo or Total Wines + select the items you want to serve on your special day.

### NO LAME BEER SELECTIONS YOUR FRIENDS WILL HATE OR WINE THAT WILL GIVE YOUR MOM A HEADACHE!

However, we do have a couple vendors that offer high quality hosted packages depending on your preferred experience.

### WE'RE HAPPY TO SEND OVER PRICING UPON REQUEST.

## ALL OF OUR BARTENDERS MEET THE FOLLOWING CRITERIA:

- Are professional and well-reputable
- Will provide proper bar utensils such as pour spouts, bar mats, etc.
- Were not your former college roommate. **SORRY!**
- Will provide General Liability Insurance or necessary event permitting (if required)
- Will ensure your guests are served in a timely manner + make sufficient staffing recommendations based on your guest count
- Provide you with support for how much product to buy (if needed) to ensure your bar does not run out at 9pm!



# Waitstaff + Servers



JME Planning  
and  
Production



Spare Hands  
OC

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**FOR CLIENTS OPTING FOR FOOD TRUCKS, CART VENDORS, AND ANY A LA CARTE STYLE OF CATERING, YOU WILL NEED WAITSTAFF.**

## **WHAT DOES THIS MEAN?**

This means that while these vendors are great, they do not provide full service catering meaning there are many other service needs that will come up during your wedding such as champagne toasts, cake cutting, etc.! These vendors will augment the service support usually provided by a full service caterer.

**WE'RE HAPPY TO SEND OVER MORE INFORMATION UPON REQUEST.**

**ALL OF OUR RECOMMENDED WAITSTAFF COMPANIES WILL MEET THE FOLLOWING CRITERIA:**

- Are professional and well-reputable
- Will provide a proper guest to waitstaff ratio, often 1:10 is common
- Will provide General Liability Insurance or necessary event permitting (if required)
- Will ensure your guests
- Provide you with support for how much product to buy (if needed) to ensure your bar does not run out at 9pm!

# Venue Hours + Timeline

As a courtesy, we have provided a suggested venue rental breakdown to assist you.

This is not considered final nor required

only a mere suggestion to provide you with support as you estimate your hours needed with your other vendors.

## GENERAL TIMELINE

- Vendor access begins at 1:00 pm
- Recommended guest arrival for weddings with ceremony 3:30 pm
- Recommended ceremony start time 4:00 pm
- Recommended cocktail hour start time 5:00 pm
- Recommended reception start time 6:00 pm (grand entrance 6:15 or 6:30)
- Bar last call 10:55 pm
- Last song 10:55 pm
- If you wish to have a "Grand Exit". You will need to end music at 10:45 to allow time for guests to line up, light sparklers or pass out exit items.
- All guests must exit by 11:30 pm
- ALL STRIKE TO BE COMPLETED BY 1:00 AM

## ADDITIONAL HOURS

- For earlier setup time + venue access, additional hours are \$499 each.

# Frequently Asked Questions

## **HOW MANY PEOPLE CAN OUR VENUE HOLD?**

Our maximum capacity for our Park is 350 guests.

## **HOW LONG BEFORE THE WEDDING CAN WE HAVE ACCESS TO THE VENUE?**

All vendors have access at 1:00 pm and all strike is to be completed by 1:00 am. Our staff will be on-site for the defined venue hours only. End times will be enforced by venue staff and security.

## **WHAT'S THE PARKING SITUATION?**

Parking is complimentary and is available to your guests for no charge. Valet is not required. Overnight parking is also acceptable as we recommend all guests that plan on consuming alcohol call for other transportation from your event (Uber or Lyft)

## **WHAT DAYS OF THE WEEK CAN I CHOOSE FROM?**

We host weddings and receptions on Fridays, Saturdays and Sundays. No other weekdays.

## **IS GRATUITY INCLUDED?**

Gratuity for venue staff is not included within our venue fee. Gratuities are however reflected in service charges presented in invoice from our staffing vendor. Gratuities for venue management team can be presented on the day of your event by cash or check or you can choose to add this to a credit card payment during your scheduled payments.



# Questions, Tours + Proposals

1621 Alton Parkway, Irvine, CA, 92606 | [venue@1621alton.com](mailto:venue@1621alton.com) | 657.229.0949

\*Visits available by appointment-only. We do offer self-guided options with more varied availability

