

# LOS ROBLES GREENS

## MITZVAH PACKAGE



FOR BOOKINGS, PLEASE CONTACT:

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LOS ROBLES GREENS GOLF COURSE  
299 S. MOORPARK ROAD  
THOUSAND OAKS CA 91361

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# THE SUNSET BALLROOM AT LOS ROBLES GREENS

The Sunset Ballroom at Los Robles Greens is our indoor event space that overlooks our breathtaking and award-winning golf course. The space features floor-to-ceiling windows that ensure a stunning view from any corner of the room. The Ballroom accommodates up to 250 guests for dinner and dancing and can be completely transformed to create your dream celebration. The Sunset Ballroom is the perfect space to host your Child's Bar or Bat Mitzvah. The following packet contains general information, menu options, beverage selections, and optional add-ons. All of our packages are completely customizable, and we are happy to provide you with any services that you may need.

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## WEST BALLROOM

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Looking for a smaller event space? The West Ballroom, a portion of the Sunset Ballroom, can accommodate up to 100 guests for dinner and dancing for a more intimate celebration with your friends and family.

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## EAST BALLROOM - \$350

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Our East Ballroom is a portion of the full Sunset Ballroom, but can be used as a ceremony site for your Child's Ceremony. We will provide chairs based on your package, wireless microphone, podium and additional 6 foot tables as needed to transform the space.

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## TERRACE CEREMONY - \$500

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Our terrace overlooks the lush golf course and beautiful Conejo Valley Mountains. Just wait until you see the sunset! White folding chairs are provided; DJ must provide sound.



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# MITZVAH PACKAGES

*The following is included for all Mitzvah Receptions with purchase of food and beverage. Los Robles Greens Staff will set up and break down items provided by the venue.*

Adult & Children's Menu of your Choice (please see options within packet)

Sunset Ballroom

Cocktail Hour on the Patio (Included in package) or in the Restaurant for an additional fee of \$500

60" Round Seating Tables (Set for 8-10 guests)

Floor Length Linens and Napkins (Of your color choice)

Spandex Chair Covers & Bows

Dance Floor

Additional 6 Foot Tables for Gifts, Guest Book, Place Card, Desserts and DJ (Up to 8 tables included)

Coffee, Tea and Soda

China Service: White Dinner Plates, Silver Flatware, Water Goblets and Glassware at the Bar

4 Hours of Event Time



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# PACKAGE #1 - \$80 PER PERSON

Plated or Buffet Style

## HORS D'OEUVRES

Choice of one appetizer display

### CHEESE

Cheddar, Swiss, and Pepper Jack

### SLICED MEAT

Turkey and Ham

### FRUIT

Pineapple, Honeydew, and Cantaloupe

### VEGETABLE

Carrots, Celery, Broccoli, and Cherry Tomatoes

## CHOICE OF SALAD

Served with Chefs Choice Dinner Rolls and Butter

### MIXED GREENS

Chopped Tomato, Shredded Carrots, Sliced Cucumber,  
Sliced Black Olives and Apple Cider Vinaigrette, Balsamic  
Vinaigrette or Ranch Dressing

### CLASSIC CAESAR

Parmesan Cheese, Croutons, Romaine Lettuce and  
Caesar Dressing

## CHOICE OF ONE ENTREE

### GRILLED CHICKEN BREAST

With Marsala Mushroom Sauce

### SAUTÉED CHICKEN BREAST

With Lemon Butter Sauce

### PARMESAN-CRUSTED CHICKEN BREAST

With Provencal Sauce

### PENNE OR FETTUCCINI PASTA

With Marinara, Alfredo or Pesto Sauce

## CHOICE OF ONE STARCH

Ginger Rice

Roasted Potatoes

Rice Pilaf

Garlic Whipped Potatoes

Mashed Potatoes

Wild Rice

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## PACKAGE #1 (CONTINUED)

### CHOICE OF ONE VEGETABLE

Carrots, Squash,  
and Zucchini

Broccoli and Cauliflower

Green Beans Amandine

### CHOICE OF ONE DESSERT

Chocolate Cake

Cheesecake

### HOSTED BAR – 4 HOURS

#### CHOICE OF TWO WINES

##### WHITE WINE

Pinot Grigio or Chardonnay

##### RED WINE

Cabernet Sauvignon or Merlot

#### CHOICE OF FIVE BEERS

Bud Light

Coors Light

Miller Light

Budweiser

Stella Artois

Heineken

Corona

Newcastle

Blue Moon

Firestone 805

### OPTIONAL CASH BAR FOR LIQUOR

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# PACKAGE #2 - \$89 PER PERSON

Plated or Buffet Style

## HORS D'OEUVRES

Choice of one appetizer display

### CHEESE

Cheddar, Swiss, and Pepper Jack

### SLICED MEAT

Turkey and Ham

### FRUIT

Pineapple, Honeydew, and Cantaloupe

### VEGETABLE

Carrots, Celery, Broccoli, and Cherry Tomatoes

## CHOICE OF TWO HAND-PASSED APPETIZERS

Mini Pizza Tarts

Bruschetta

Vegetable Spring Rolls

Coconut Shrimp

Vegetable Egg Rolls

Spanakopita

Mozzarella Sticks

Olive Tapenade with Pita Bread

Pigs in a Blanket

Spinach and Artichoke Crostini

## CHOICE OF SALAD

Served with Chefs Choice Rolls and Butter

### MIXED GREENS

Chopped Tomato, Shredded Carrots, Sliced Cucumber,  
Sliced Black Olives and Apple Cider Vinaigrette,  
Balsamic Vinaigrette or Ranch Dressing

### CLASSIC CAESAR

Parmesan Cheese, Croutons, Romaine Lettuce and  
Caesar Dressing

### SPINACH SALAD

With Strawberries, Feta Cheese,  
Candied Walnuts, and Walnut Vinaigrette

### GREEK SALAD

With Iceberg Lettuce, Feta Cheese, Cucumber,  
Tomato, and Yogurt Vinaigrette

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## PACKAGE #2 (CONTINUED)

### CHOICE OF TWO ENTRÉES

PENNE PASTA WITH CHICKEN  
With choice of Marinara or Pesto Cream Sauce

GRILLED CHICKEN  
With choice of BBQ, Lemon Butter, Lemon Caper,  
Teriyaki or White Wine Garlic sauce

GRILLED TRI-TIP  
With choice of BBQ, Chimichurri, Madeira Garlic,  
Mushroom, or Green Peppercorn Sauce

OVEN-ROASTED TILAPIA  
With choice of Lemon Butter, Lemon Caper, White  
Wine Garlic Sauce or Three Melon Relish

OVEN-ROASTED TURKEY  
Served with Gravy

CHICKEN FETTUCCINE  
Served with Alfredo Sauce

MUSHROOM RAVIOLI  
Served with Lemon Butter Sauce

### CHOICE OF ONE STARCH

Ginger Rice  
Rice Pilaf  
Mashed Potatoes  
Au Gratin Potatoes

Roasted Potatoes  
Garlic Whipped Potatoes  
Wild Rice  
Parmesan Potatoes

### CHOICE OF ONE VEGETABLE

Carrots, Squash, and Zucchini  
Green Beans Amandine

Broccoli and Cauliflower  
Baby Carrots and Asparagus

### CHOICE OF ONE DESSERT

Chocolate Cake  
Brownie Sundae

Cheesecake  
Bread Pudding

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# PACKAGE #2 (CONTINUED)

## HOSTED BAR – 4 HOURS

### CHOICE OF TWO WINES

#### WHITE WINE

Pinot Grigio or Chardonnay

#### RED WINE

Cabernet Sauvignon or Merlot

### CHOICE OF FIVE BEERS

Bud Light

Coors Light

Miller Light

Budweiser

Stella Artois

Heineken

Corona

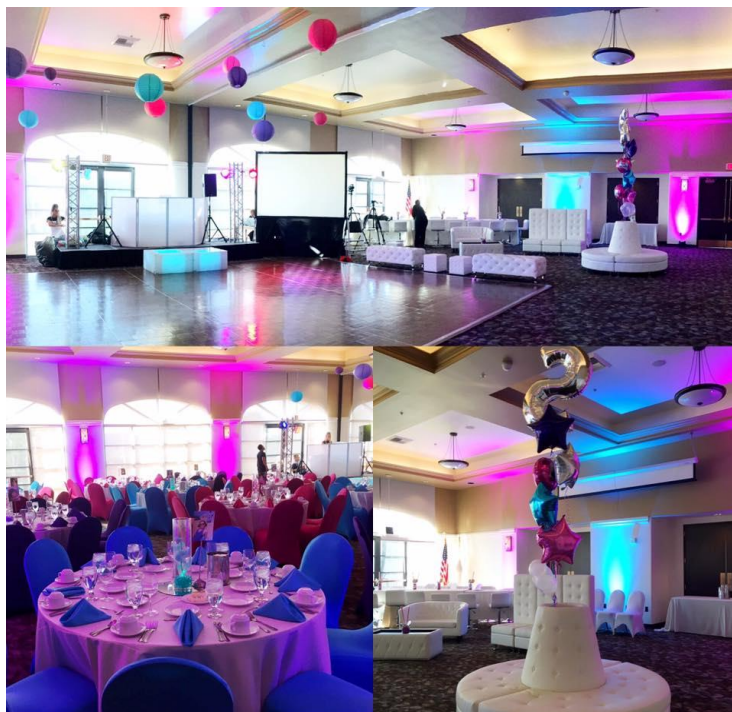
Newcastle

Blue Moon

Firestone 805

### WELL LIQUOR

Vodka, Gin, Tequila, Rum, Scotch, Bourbon



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# PACKAGE #3 - \$92 PER PERSON

Plated or Buffet Style

## HORS D'OEUVRES

Choice of one display

### CHEESE

Cheddar, Swiss, Pepper Jack,  
Smoked Gouda, and Boursin

### SLICED MEAT

Turkey, Ham, Salami, and Roast Beef

### FRUIT

Pineapple, Honeydew, Cantaloupe,  
Watermelon, and Grapes

### VEGETABLE

Carrots, Celery, Broccoli, Cherry Tomatoes,  
Jicama, and Bell Peppers

### MEDITERRANEAN

Artichoke Hearts, Cucumber, Grilled Squash and Zucchini, Roasted Peppers,  
Baba Ghanoush, Hummus, Olive Tapenade, and Pita Bread

## CHOICE OF FOUR HAND-PASSED APPETIZERS

Beef Sliders

Bruschetta

Chicken Potstickers

Coconut Shrimp

Deviled Eggs

Mini Pork Tacos

Mozzarella Sticks

Olive Tapenade with Pita Bread

Pigs in a Blanket

Spanakopita

Spinach and Artichoke Crostini

Vegetable Spring Rolls

## CHOICE OF SALAD

### MIXED GREENS

Chopped Tomato, Shredded Carrots, Sliced Cucumber,  
Sliced Black Olives and Apple Cider Vinaigrette,  
Balsamic Vinaigrette or Ranch Dressing

### CLASSIC CAESAR

Parmesan Cheese, Croutons, Romaine Lettuce and  
Caesar Dressing

### SPINACH SALAD

With Strawberries, Feta Cheese,  
Candied Walnuts, and Walnut Vinaigrette

### GREEK SALAD

With Iceberg Lettuce, Feta Cheese, Cucumber,  
Tomato, and Yogurt Vinaigrette

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# PACKAGE #3 (CONTINUED)

## CHOICE OF TWO ENTRÉES

PENNE PASTA WITH CHICKEN  
With choice of Marinara or Pesto Cream Sauce

GRILLED CHICKEN  
With choice of BBQ, Lemon Butter, Lemon Capers,  
Teriyaki or White Wine Garlic sauce

GRILLED TRI-TIP  
With choice of BBQ, Chimichurri, Madeira Garlic,  
Mushroom, or Green Peppercorn Sauce

OVEN-ROASTED TILAPIA  
With choice of Lemon Butter, Lemon Capers, White  
Wine Garlic Sauce or Three Melon Relish

OVEN-ROASTED TURKEY  
Served with Gravy

CHICKEN FETTUCCINE  
Served with Alfredo Sauce

MUSHROOM RAVIOLI  
Served with Lemon Butter Sauce

## CHOICE OF ONE STARCH

Ginger Rice  
Rice Pilaf  
Steamed Rice  
Au Gratin Potatoes

Roasted Potatoes  
Whipped Potatoes  
Wild Rice  
Mushroom Risotto

## CHOICE OF ONE VEGETABLE

Carrots, Squash, and Zucchini

Broccoli and Cauliflower

Green Beans Amandine

Baby Carrots and Asparagus

Brussels Sprouts with Bacon and Dates

## CHOICE OF ONE DESSERT

Chocolate Cake

Cheesecake

Brownie Sundae

Bread Pudding

Cobbler  
(Berry, Peach, or Apple)

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# PACKAGE #3 (CONTINUED)

## HOSTED BAR – 4 HOURS

### CHOICE OF TWO WINES

#### WHITE WINE

Pinot Grigio or Chardonnay

#### RED WINE

Cabernet Sauvignon or Merlot

### CHOICE OF FIVE BEERS

Bud Light

Coors Light

Miller Light

Budweiser

Stella Artois

Heineken

Corona

Newcastle

Blue Moon

Firestone 805

### CALL LIQUOR

Absolut, Bacardi, Jose Cuervo, Johnny Walker Red  
Meyers Dark, Bombay Dry, Captain Morgan



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# PACKAGE #4 - \$110 PER PERSON

Plated or buffet style

## HORS D 'OEUVRES

### CHOICE OF TWO DISPLAYS

#### CHEESE

Manchego, Humboldt Fog, Sharp Vermont Cheddar,  
Brie and Camembert

#### FRUIT

Pineapple, Honeydew, Cantaloupe,  
Watermelon, Strawberries, Kiwi and  
Mixed Berries

#### SLICED MEAT

Turkey, Ham, Salami, Roast Beef, Capicola,  
Prosciutto and Pancetta

#### VEGETABLE

Carrots, Celery, Broccoli, Cherry Tomatoes,  
Jicama, Bell Peppers, Cucumbers, Mushrooms,  
and Baby Rainbow Carrots

#### MEDITERRANEAN

Artichoke Hearts, Cucumber, Grilled Squash and Zucchini, Roasted Peppers,  
Baba Ghanoush, Hummus, Olive Tapenade, and Pita Bread

### CHOICE OF FOUR HAND-PASSED APPETIZERS

Beef Sliders	Bruschetta	Chicken Potstickers
Bacon-Wrapped Shrimp or Scallops	Fried Cranberry Goat Cheese	Lamb Chops
Crab Cakes	Crispy Pork Belly	Seared Ahi Tuna Wontons
Shrimp Ceviche	Ahi Poke	Smoked Salmon Crostini
Caprese Skewers	Prosciutto-Wrapped Melon	Mango Crab Crostini
Spanakopita	Thai Beef Cucumbers	Steak Tartare
Coconut Shrimp	Deviled Eggs	Mini Pork Tacos
Mozzarella Sticks	Olive Tapenade with Pita Bread	Pigs in a Blanket
Watermelon and Goat Cheese Skewers	Spinach and Artichoke Crostini	Vegetable Spring Rolls

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## PACKAGE #4 (CONTINUED)

### CHOICE OF ONE SALAD

Served with Chefs Choice Dinner Rolls and Butter

#### MIXED GREENS

Chopped Tomato, Shredded Carrots, Sliced Cucumber, Sliced Black Olives and Apple Cider Vinaigrette, Balsamic Vinaigrette or Ranch Dressing

#### SPINACH SALAD

With Strawberries, Feta Cheese, Candied Walnuts, and Walnut Vinaigrette

#### BOSTON LETTUCE SALAD

Boston Lettuce, Gorgonzola Cheese, Cherry Tomatoes, Sliced Apples and Spiced Walnuts with Apple Cider Vinaigrette

#### CLASSIC CAESAR

Parmesan Cheese, Croutons, Romaine Lettuce and Caesar Dressing

#### GREEK SALAD

With Iceberg Lettuce, Feta Cheese, Cucumber, Tomato, and Yogurt Vinaigrette

#### ASIAN PEAR SALAD

Mixed Greens, Asian Pear, Dried Cherries, Goat Cheese and Raspberry Vinaigrette

### CHOICE OF TWO ENTRÉE'S

#### HALIBUT

Macadamia Crusted, Grilled or Baked; Served with Mango Salsa, Roasted Red Pepper or Pineapple Jerk Sauce

#### GRILLED SALMON

With Herb Veloute or Three Melon Relish

#### RED SNAPPER

With White Wine Garlic, Herb Veloute or Roasted Red Pepper Sauce

#### FILET MIGNON

Demi-Glaze, Red Wine Reduction or Garlic Herb Butter Sauce

#### NY STEAK

With Green Peppercorn Sauce or Demi-Glaze

#### AHI TUNA

Blackened or Sesame Crusted

#### PRIME RIB

With Au Jus and Horseradish Sour Cream

#### POT ROAST

With Gravy

#### PORK TENDERLOIN

With Apple and Pear Chutney

#### BRAISED SHORT RIBS

With Red Wine Reduction

#### RACK OF LAMB

With Garlic Mint Glaze, Fig Reduction or Mint Jelly

#### VEAL

With Brown Butter, Herb Garlic Sauces or Demi Glaze

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# PACKAGE #4 (CONTINUED)

## CHOICE OF ONE STARCH

Ginger Rice	Au Gratin Potatoes	Roasted Potatoes
Rice Pilaf	Fingerling Potatoes	Whipped Potatoes
Steamed Rice	Mushroom Risotto	Wild Rice
Duchess Potatoes		Saffron Risotto

## CHOICE OF ONE VEGETABLE

Carrots, Squash, and Zucchini	Broccoli and Cauliflower
Green Beans Amandine	Baby Carrots and Asparagus
Brussels Sprouts with Bacon and Dates	Wild Mushroom Medley
Patty Pan Squash	White Asparagus

## CHOICE OF ONE DESSERT

Chocolate Cake	Cheesecake	Brownie Sundae
Bread Pudding	Carrot Cake	Tiramisu
Cobbler (Berry, Peach, or Apple)	Mousse (Raspberry, Lemon, or Chocolate)	White Chocolate Raspberry Cheesecake
	Strawberry Florentine	

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# PACKAGE #4 (CONTINUED)

## HOSTED BAR – 4 HOURS

### CHOICE OF TWO WINES

#### WHITE WINE

Pinot Grigio or Chardonnay

#### RED WINE

Cabernet Sauvignon or Merlot

### CHOICE OF FIVE BEERS

Bud Light

Coors Light

Miller Light

Budweiser

Stella Artois

Heineken

Corona

Newcastle

Blue Moon

Firestone 805

### PREMIUM LIQUOR

Ketel One, Grey Goose, Jack Daniels, Bombay Sapphire,  
Tanqueray, Patron Silver, Dewar's, Johnny Walker Black Label



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# KIDS BUFFETS

## LOS ROBLES KIDS BUFFET - \$30 PER PERSON

### CHOICE OF ONE HORS D'OEUVRES

Choice of one appetizer station

Mini Pigs in a Blanket

Mini Chicken Tacos

Vegetable Spring Rolls

Mini Pizza Tarts

Mozzarella Sticks

Egg Rolls

Chicken Potstickers

Teriyaki Wings

### CHOICE OF TWO SALADS

Seasonal Mixed Greens

Classic Caesar

Fruit Salad

Pasta Salad

Potato Salad

### CHOICE OF TWO ENTREES

Cheese Pizza

Chicken Fingers

Hamburgers  
(served with fixings on the side)

Penne Pasta  
(served with choice of Marinara or Alfredo sauce)

### CHOICE OF ONE STARCH

French Fries

Steamed Rice

Mashed Potatoes

### CHOICE OF ONE DESSERT

#### CANDY BAR

Self-Serve Candy Station with choice of 5 items:  
Pixie Stix, Jelly Bellies, Rice Krispy Treats, Dum Dum  
Lolly Pops, Atomic Fireballs, Reese's Cups, Runts,  
Warheads, M&M's, Skittles, Gummy Bears, Kisses,  
Gumballs, Boston Baked Beans

#### ICE CREAM SUNDAE BAR

Chocolate & Vanilla Ice Cream, Sprinkles, Chopped  
Peanuts, Chocolate Chips, Sliced Strawberries,  
Chocolate Sauce, Caramel Sauce, and Whipped Cream  
Additional toppings \$1.50 per guest:  
Nerds, Crushed Oreos, M&M's, Butterfinger Pieces

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# MEXICAN BUFFET - \$25 PER PERSON

## CHOICE OF ONE HORS D'OEUVRES

Mini Pigs in a Blanket

Mini Chicken Tacos

Vegetable Spring Rolls

Mini Pizza Tarts

Mozzarella Sticks

Egg Rolls

Chicken Potstickers

Teriyaki Wings

## CHOICE OF TWO SALADS

Mexican Caesar  
Seasonal Mixed Greens  
Fruit Salad

Tostada Salad  
Classic Caesar  
Pasta Salad

## CHOICE OF TWO ENTREES

### TACO BAR

Seasoned Ground Beef, Shredded Lettuce, Diced Tomatoes and Onions,  
Pepper Jack and Cheddar Cheese, Fresh Cilantro, Sour Cream, Guacamole,  
Crisp Corn Tortillas and Soft Corn and Flour Tortillas.

### CHICKEN FAJITAS

With Fresh Salsa, Sour Cream,  
and Guacamole and Flour Tortillas

### BEEF FAJITAS

With Fresh Salsa, Sour Cream,  
and Guacamole and Flour Tortillas

## CHOICE OF ONE STARCH

French Fries

Refried Beans & Mexican Rice

Mashed Potatoes

## CHOICE OF ONE DESSERT

### CANDY BAR

Self-Serve Candy Station with choice of 5 items:  
Pixie Stix, Jelly Bellies, Rice Krispy Treats, Dum Dum  
Lolly Pops, Atomic Fireballs, Reese's Cups, Runts,  
Warheads, M&M's, Skittles, Gummy Bears, Kisses,  
Gumballs, Boston Baked Beans

### ICE CREAM SUNDAE BAR

Chocolate & Vanilla Ice Cream, Sprinkles, Chopped  
Peanuts, Chocolate Chips, Sliced Strawberries,  
Chocolate Sauce, Caramel Sauce, and Whipped Cream  
Additional toppings \$1.50 per guest:  
Nerds, Crushed Oreos, M&M's, Butterfinger Pieces

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# BARBECUE BUFFET - \$35 PER PERSON

## CHOICE OF TWO HORS D'OEUVRES

Choice of one appetizer station

Mini Pigs in a Blanket

Mini Chicken Tacos

Vegetable Spring Rolls

Mini Pizza Tarts

Mozzarella Sticks

Egg Rolls

Chicken Potstickers

Teriyaki Wings

## CHOICE OF TWO SALADS

Potato Salad

Coleslaw

Seasonal Mixed Greens

Classic Caesar

Fruit Salad

Pasta Salad

## CHOICE OF TWO ENTREES

BBQ Chicken Breast

BBQ Chicken Thighs

BBQ Tri-Tip

BBQ Pulled Pork

## CHOICE OF ONE STARCH

French Fries

Baked Beans

Mashed Potatoes

## CHOICE OF ONE DESSERT

### CANDY BAR

Self-Serve Candy Station with choice of 5 items:  
Pixie Stix, Jelly Bellies, Rice Krispy Treats, Dum Dum  
Lolly Pops, Atomic Fireballs, Reese's Cups, Runts,  
Warheads, M&M's, Skittles, Gummy Bears, Kisses,  
Gumballs, Boston Baked Beans

### ICE CREAM SUNDAE BAR

Chocolate & Vanilla Ice Cream, Sprinkles, Chopped  
Peanuts, Chocolate Chips, Sliced Strawberries,  
Chocolate Sauce, Caramel Sauce, and Whipped Cream  
Additional toppings \$1.50 per guest:  
Nerds, Crushed Oreos, M&M's, Butterfinger Pieces

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# ADD-ONS

## HAND-PASSED HORS D'OEUVRES

ADD \$2 PER GUEST  
FOR EACH ADDITION

SPANAKOPITA

ARTICHOKE & SPINACH CROSTINI

CHICKEN POTSTICKERS

VEGETABLE SPRING ROLLS

CAPRESE SALAD SKEWERS

TOMATO BRUSCHETTA

ADD \$3 PER GUEST  
FOR EACH ADDITION

PROSCIUTTO-WRAPPED MELON

MINI PORK TACOS

GRILLED LAMB CHOPS

SHRIMP COCKTAIL

COCONUT SHRIMP

BEEF SLIDERS

## COCKTAIL HOUR DISPLAYS

### DOMESTIC CHEESE DISPLAY

WITH CRACKERS AND SLICED FRESH BAGUETTE

\$3 PER GUEST

### SEASONAL SLICED FRUIT PLATTER

INCLUDING CANTALOUPE, HONEYDEW, AND PINEAPPLE

\$3 PER GUEST

### DOMESTIC & IMPORTED CHEESE DISPLAY

WITH CRACKERS AND SLICED FRESH BAGUETTE

\$3.50 PER GUEST

### MEDITERRANEAN DISPLAY

WITH PITA BREAD

With Tahini, Hummus, Tabbouleh, Tzatziki, and Roasted Red Pepper Hummus.

\$5.50 PER GUEST

### ITALIAN ANTIPASTO BOARD

WITH MARINATED GRILLED VEGETABLES, SALAMI, AND  
MOZZARELLA CHEESE, SERVED WITH SLICED FRESH BAGUETTE

\$5.50 PER GUEST

### SHRIMP COCKTAIL

\$6 PER GUEST

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## FOOD

Challah Bread (Large) ..... \$70

## DESSERTS

Hand-Passed Chocolate-Dipped Strawberries..... \$3

Chocolate Fountain..... \$9

Includes 4 dipping items:

Strawberries, Bananas, Rice Krispie Treats, Brownie Bites, Donut Holes,  
Biscotti, Graham Crackers, Pretzels, and Marshmallows

## LINENS

Specialty linens are available upon request. Please contact us for our selection of deluxe floor-length linens, overlays, and more!

## CEILING HANGINGS

Across Ballroom..... \$1500

Chinese Lanterns..... Ask for pricing

## LIGHTING

Up Lighting Around Ballroom..... \$500

## MISCELLANEOUS

Patio Heaters..... \$50 each



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# FREQUENTLY ASKED QUESTIONS

Q: HOW LONG WILL I HAVE THE RENTAL SPACE?

A: You are guaranteed access to the ballroom 2 hours prior to your event start time, unless otherwise arranged with your sales manager.

Q: WHAT KIND OF RESTROOMS ARE ACCESSIBLE TO OUR GUESTS?

A: THE SUNSET BALLROOM HAS TWO SETS OF RESTROOMS AVAILABLE TO YOUR GUESTS ON EITHER SIDE OF THE BALLROOM.

Q: WHAT IS NEEDED TO RESERVE MY DATE AND LOCATION?

A: WE REQUIRE A SIGNED CONTRACT AND A \$1000 DEPOSIT WHICH IS DUE ONE WEEK AFTER YOU RECEIVE YOUR CONTRACT. WE DO NOT PLACE SOFT HOLDS ON DATES.

Q: WHAT IS THE TAX AND SERVICE CHARGE AND WHAT IS IT APPLIED TO?

A: THE TAX IS 7.5% AND THE SERVICE CHARGE IS 20%. SERVICE CHARGE IS TAXABLE IN THE STATE OF CALIFORNIA; THIS WILL BE REFLECTED ON YOUR ESTIMATE.

Q: IS THE SERVICE CHARGE A GRATUITY FOR THE STAFF?

A: NO, IT IS AN ADMINISTRATIVE FEE AND IS SHARED WITH PAYROLL; THIS IS WHY IT IS TAXED BY THE STATE OF CALIFORNIA.

Q: WHAT IS THE CURFEW FOR EACH VENUE?

A: THE SUNSET BALLROOM HAS A CURFEW OF MIDNIGHT. ALL GUESTS MUST BE OFF THE PROPERTY AT THIS TIME.

Q: CAN I USE MY OWN VENDORS?

A: WHILE YOU ARE WELCOME TO PROVIDE YOUR OWN VENDORS, WE HAVE CURATED A LIST OF TRIED-AND-TRUE PREFERRED VENDORS THAT ARE FAMILIAR WITH OUR VENUE FOR YOUR CONVENIENCE.

Q: IS THERE A FOOD TASTING FOR MY MENU?

A: YES, WE DO OFFER ONE COMPLIMENTARY FOOD TASTING. TASTINGS ARE HELD PERIODICALLY THROUGHOUT THE YEAR. IF YOU WISH TO BRING ANY GUESTS THERE IS AN ADDITIONAL FEE OF \$20 PER PERSON.

Q: WHAT ARE THE NEXT STEPS AFTER BOOKING?

A: SIX MONTHS OUT WE WILL START TO GO OVER YOUR FOOD CHOICES, LINENS, AND SET UP OF YOUR EVENT. TWO OR THREE WEEKS PRIOR TO YOUR EVENT WE WILL HAVE A FINAL DETAILS MEETING THAT WILL INCLUDE CONFIRMATION OF MENU, LINENS, SET UP, AND TIMELINE. YOUR FINAL GUEST COUNT IS DUE 10 DAYS PRIOR TO YOUR EVENT.

Q: AM I ALLOWED TO USE CANDLES?

A: YES, THE CANDLES MUST BE IN A VOTIVE OR OTHER GLASS HOLDER WITH A 1-INCH CLEARANCE ABOVE THE FLAME.

Q: DO YOU OFFER VENDOR MEALS?

A: YES, THESE MEALS ARE PROVIDED PER YOUR REQUEST. VENDOR MEALS ARE \$35.

Q: CAN I DROP ANY PERSONAL ITEMS OFF THE DAY BEFORE MY EVENT OR LEAVE ANYTHING UNTIL THE NEXT DAY?

A: NO, NOTHING CAN BE DROPPED OFF EARLY OR LEFT OVERNIGHT TO PICK UP THE NEXT DAY. LOS ROBLES GREENS DOES NOT HAVE THE STORAGE OR SECURITY TO HOLD ANY ITEMS PRIOR TO OR AFTER YOUR EVENT. ANY ITEMS LEFT PAST THE 1 HOUR CLEANUP PERIOD AFTER THE END OF YOUR EVENT RUN THE RISK OF GETTING THROWN AWAY DURING THE BREAK DOWN.

Q: DO YOU REQUIRE SECURITY?

A: YES, LOS ROBLES GREENS REQUIRES SECURITY FOR ANY LARGE EVENT. SECURITY IS \$30 PER HOUR, PER GUARD FOR THE DURATION OF YOUR EVENT. FOR EVENTS UP TO 150 GUESTS WE REQUIRE 2 GUARDS; FOR EVENTS OVER 150 GUESTS WE REQUIRE 3 GUARDS.

The customary 20% service charge, which is not included in prices listed within this document, is taxable and will be added to your account. The current sales tax rate will be added to your account. Prices are subject to change without notice.