



Contact:

Events@thebel-air.com

310-440-5544 option 3

310-440-8855 fax

The Bel-Air

662 N. Sepulveda Blvd.

Los Angeles, CA 90049

<http://thebel-air.com/>

# The Sunset Room



The Sunset Room is available for private events for groups from 15 up to 70 guests. With its elegant interior featuring Cal Arts student artwork, a large fireplace, and an outdoor terrace, The Sunset Room provides the perfect backdrop for private lunches, dinners, meetings and special events.

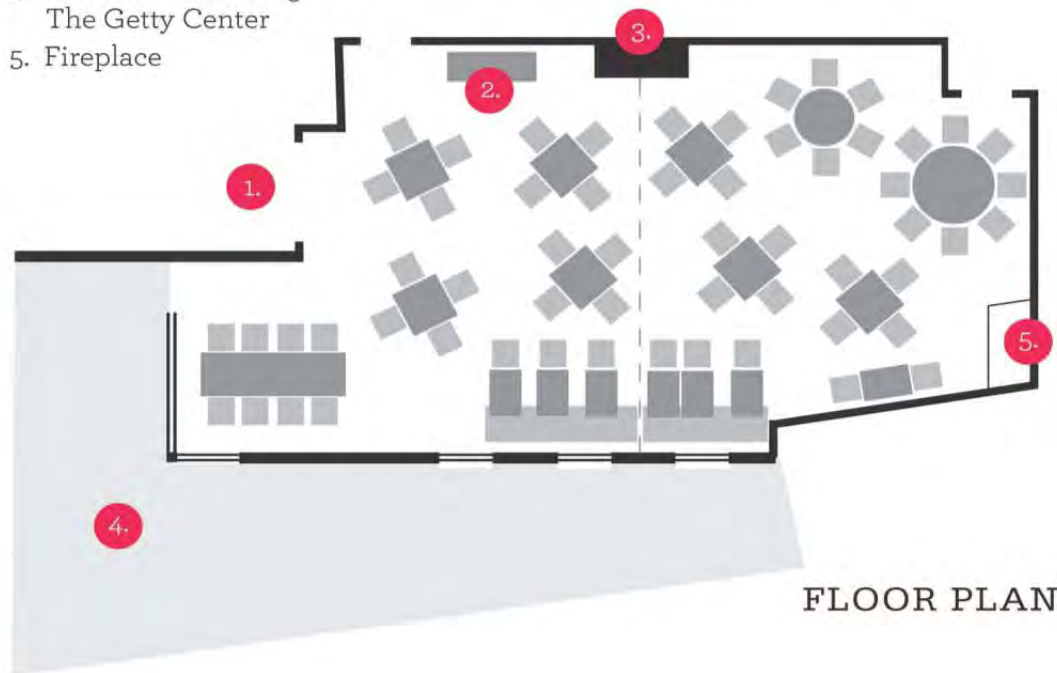
The 1,100 square foot space can also be subdivided for more intimate occasions.

- A \$500.00 deposit is required within 72 hours to guarantee your reservation (credit card authorization form is included in this package).
- Lunch events have access to the Sunset Room from 11:30 AM to 3:30 PM.
- Saturday/Sunday Lunch events are possible with a minimum of \$2000 spent.
- Dinner events have access to the Sunset Room beginning at 5:00 PM.
- Deposits are refundable up to 14 days before your event.
- Deposits are non-refundable if cancellation occurs fewer than fourteen (14) days prior to the event.
- A cancellation within seventy-two (72) hours of the event will also incur the cost of food in addition to the deposit.
- Prices do not include tax (8.75%) or gratuity.
- AV fee is \$150.00 (projector, video screen) Microphone \$25.00

1. Elevator Lobby/Entry
2. Bar
3. Room Divider
4. Terrace overlooking The Getty Center
5. Fireplace

## The Sunset Room

EVENTS + PRIVATE DINING



FLOOR PLAN

- The Bel-Air requires a guarantee of the number of guests in your party 72 hours in advance of the event. If we do not receive a guaranteed guest count, the final bill will be calculated based on the number of the guests stipulated in your contract; or the number of guests present, whichever is greater.
- Valet parking fees (optional) \$8.00 per car  
 \$200.00 Saturday and Sunday lunch 50 guests or fewer  
 \$300.00 Saturday and Sunday lunch 51 guests or greater
- Room rental fee is as follows:
  - 10-19 guests - \$150.00
  - 20-29 guests - \$250.00
  - 30-39 guests - \$350.00
  - 40-49 guests - \$450.00
  - 50 or more - \$500.00

**\* Room rental fee is a charge which includes upkeep and cleaning of the Sunset Room, stemware, flatware, linens and administrative costs.**

## Platters + Displays

- CHIPS + SALSA Fresh fried tortillas, pico de gallo 4.00 per person  
WHITE BEAN DIP Bel-Air Classic hummus style spread, crispy and soft pretzel bread 6.00 per person  
VEGETABLE CRUDITE Seasonal vegetables, assorted dips 8.00 per person  
GRILLED VEGETABLES Marinated + grilled "antipasti" vegetables 6.00 per person  
CHEESE + CHEESE Chef's selection of classic and artisanal cheeses 12.00 per person  
CHEESE + MEAT Chef's selection of classic and artisanal cheeses and cured meats 12.00 per person  
BAKED BRIE Warm French Brie baked in puff pastry, crackers 100.00 pc (1 kg)  
CALAMARI + SHRIMP Buttermilk-fried, jalapeño, tomatillo tartar sauce 12.00/order

## Hors d'oeuvres

\* Individual pieces

- SHRIMP COCKTAIL Grilled, Bel-Air classic 4.50/pc  
SPRING ROLL Shredded vegetables, honey soy sauce 3.00/pc  
BBQ SHRIMP Sweet + sour BBQ, pineapple + mango chutney 5.00/pc  
LETTUCE CUPS Chopped salad or Caesar, "Roma Crunch" lettuce 3.00/pc  
BRIE + GRAPES Northern France Brie, California vine fruit, rosemary dust 3.00/pc  
BRUSCHETTA Grilled baguette, Veracruzana topping: tomato, olives, capers 4.00/pc  
TUNA TARTARE Sriracha emulsion, crispy wonton, toasted nori 4.00/pc  
CHICKEN BROCHETTE Chicken thigh skewer, pineapple BBQ, green onion 3.50/pc  
MINI CHEESEBURGER Classic "USA" style 6.00/pc  
B+B SLIDER 100% Black Angus, caramelized onion, bacon, blue cheese 6.00/pc  
STEAK BROCHETTE NY strip, caramel marinade, Saigon dipping sauce 6.00/pc  
BACON "Log cabin" caramelized, black pepper, bacon, addicting 3.50/ 2pc - 5.00/ 3pc  
STEAMED DUMPLINGS Chinese chicken dumplings, creamy hoisin sauce 4.00/pc  
QUESADILLA Melted provolone, baby spinach, soft flour tortilla 4.00/2pc  
CHICKEN LETTUCE WRAPS Caramel grilled chicken, chili sauce, "do chua" pickles, herbs 5.00/pc

We require a minimum of 7 pieces per person for an event not followed by dinner.

## Hosted Bar Options

Ketel One or Grey Goose Vodka, Hendricks or Bombay Sapphire Gin, Maker's Mark Bourbon, Patron Silver Tequila, Johnny Walker Red Scotch, Juices, Mixers, et cetera

**Consumption Option: you pay for what your guests consume**

## Hosted Wine Options

<u>HOUSE TIER</u>	<u>SILVER TIER</u>	<u>GOLD TIER</u>
40.00 Per bottle	45.00 Per bottle	50.00 Per bottle
Sterling Chardonnay	Zenato Pinot Grigio	Morgan Chardonnay
Sterling Cabernet	Columbia Merlot	Uppercut Cabernet

## Private Events Dinner Menu

80.00 per person (with Filet Mignon included)

70.00 per person (without Filet Mignon)

### Salads + Soups

Selection of 2:

MARKET SOUP

Daily produce, seasonal inspirations

SALADE VERTE

Simple greens, Bel-Air vinaigrette

CAESAR CARDINI

Romaine, anchovy Parmesan dressing, crouton

CHOPPED SALAD

Bel-Air classic, carrots, celery, corn, garbanzos, Parmigiano-Reggiano, honey balsamic

GARDEN SALAD

Mixed greens, fresh vegetables, cucumber ranch, croutons

### Entree

Selection of 2, 3 or 4 depending on size of party:

SALMON

Quinoa + rice bowl, wilted spinach, curled + fried scallions, lemon

CHICKEN

Buttered parsley potatoes, asparagus + mushrooms, garlic-infused jus

FILET MIGNON

Buttered parsley potatoes, asparagus + mushrooms, port wine Bordelaise

PASTA

Penne pasta, chicken or shrimp, tomato Parmesan cream

SUSAN'S FAVORITE SALAD

Shrimp or chicken, baby kale, Romaine, red quinoa, avocado, Kalamata, radish, citrus vinaigrette

### Dessert

Selection of 2:

BROWNIE

Warm, white chocolate studs, vanilla ice cream

SORBET or ICE CREAM

Fosselman's Ice Cream Co., Alhambra, CA, seasonal selection

APPLE COBBLER

Warm cinnamon-scented apples + raisins, crumble crust, vanilla ice cream

BREAD PUDDING

Warm goodness, butter bourbon sauce, vanilla ice cream

## **Private Events Lunch Menu**

50.00 per person

### **Salads + Soups**

Selection of 2:

MARKET SOUP

Daily produce, seasonal inspirations

SALADE VERTE

Simple greens, Bel-Air vinaigrette

CAESAR CARDINI

Romaine, anchovy Parmesan dressing, crouton

CHOPPED SALAD

Bel-Air classic, carrots, celery, corn, garbanzos, Parmigiano-Reggiano, honey balsamic

GARDEN SALAD

Mixed greens, fresh vegetables, cucumber ranch, croutons

### **Entree**

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### **Dessert**

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BREAD PUDDING

Warm goodness, butter bourbon sauce, vanilla ice cream

### **Beverages**

Iced tea, soft drinks, coffee + hot tea

\* Please note, menu items are subject to change seasonally / No modifications allowed

## "Working Breakfast & Lunch Menu"

\$35.00 per person for breakfast and lunch

\$29.00 per person for lunch only

The Sunset Room can be reserved from 9:30am to 3:00pm.

Room rental fee not included –

please see page 3 for cost based on a minimum guest count of 15 people.

All items buffet-style, self-serve. Service limited to restocking of buffet.

Includes coffee, iced tea and water.

### BREAKFAST

Please choose 3 bagel flavors:

Plain, Everything, Whole Wheat, Sesame, Onion

Served with cream cheese, butter and strawberry preserves

Yogurt with Granola

### SANDWICHES

Please choose 3 types of sandwiches:

Roast Beef, Smoked Turkey, Black Forest Ham, Salami,

Chicken Salad, Egg Salad, Tuna Salad

Choice of bread:

Baguette, Whole Wheat, Multigrain, Sourdough, Ciabatta

Choice of cheese:

Cheddar, Pepper Jack, Provolone, Swiss

Tomato, lettuce, onion, mayo and mustard served on the side.

Includes an assortment of small bags of chips.

### SALADS

Please choose 2:

Classic Caesar

Chopped Veggie

Chicken Cobb

Susan's Special

Greek

Fresh Fruit

### Dessert

Brownie bites and house-made cookies

## One-Time Credit Card Payment Authorization Form

Sign and complete this form to authorize The Bel-Air to make a one-time debit to your credit card listed below.

By signing this form you give us permission to debit your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

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**Please complete the information below:**

I, \_\_\_\_\_, authorize The Bel-Air to charge my credit card account indicated below for \$500.00 on or after \_\_\_\_\_.  
This payment is for:

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Billing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone# \_\_\_\_\_

Email \_\_\_\_\_

Account Type:  Visa     MasterCard     AMEX     Discover

Cardholder Name \_\_\_\_\_

Account Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV2 (3 digit number on back of Visa/MC, 4 digits on front of AMEX) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

I authorize the above-named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company, so long as the transaction corresponds to the terms indicated in this form.





If the Sunset room is too big for your gathering, or you would like a more businesslike setting, we also have a Conference Room available for use. Located just down the hall from the Sunset Room, and equipped with conference phone and state-of-the-art video conferencing system, the room seats 10 people at the table, and up to 5 more chairs may be added if desired.

### Private Conference Room Rental Fees

First two hours: 150.00

**Includes water and coffee setup**

Additional hours: 50.00/hour

Video conferencing 50.00/hour

Computer connection to large screen TV

Conference phone

Wi-Fi available

Laptop/phone chargers at every seat

Climate control in room

Lunch and dinner service available