



# Solomon's 1st Birthday

Sunday, February 9, 2020

## BANQUET EVENT ORDER

ACCOUNT: Ashley Son  
 CONTACT: Ashley Son  
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SALES MANAGER: Sherri Graff  
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## EVENT SUMMARY

Name	Date	Time	Areas	Event Type	Guests	Gtd	F&B Min	Rental
Solomon's 1st Birthday	2/9/2020	1:00pm - 3:00pm	S. Mark Taper Foundation Brilliant Blue Room	Birthday	40	20		\$1,050.00

## ROOM RENTAL

Qty.		Price	Total
1	S. Mark Taper Foundation Brilliant Blue Room	\$1,050.00	\$1,050.00
	Additional Guests - over 40	\$25.00	

## FOOD

Qty.		Price	Total
	Curious Palate - \$500.28		
2	Full Tray Skewers <1> Steak, <1> Chicken		
10	Bahn Mi Sandwiches (Pork Belly)		
10	Florentine Sandwiches		
1	Full Tray Crudité		
1	Half Tray Hummus Platter		

## SPECIAL INSTRUCTIONS

9:00am - Vanilla Bakery to deliver cake - please put in Fridge until party  
 12:30pm - Family access to the room  
 12:50pm - Food Delivery  
 1:00pm - Invitation Time - Theme ?  
 1:15pm - Family Ceremony  
 1:45pm - Art Crawl to open  
 2:30pm - Gather Guests back for Cake/Happy Birthday  
 3:00pm - Event end time

## SETUP REQUIREMENTS

### Brilliant Blue Room:

#### Tables:

<4> Adult and - 8 chairs each  
 <1> Table for Cake  
 <1> Highchair needed

#### Paper Products:

Tablecloths on own and CCM napkins  
 Plates, Cups, Utensils

- 1 Full Tray Kids Fruit Salad
- 1 Full Tray Pasta with Butter and Cheese (Kids Menu)

**Equipment:**

<3> Chaffer (for pasta & skewers)

**FRONT DESK**

Guest List to be provided - Please wristband guests with blue wristbands

**QUOTE WALL:**

Happy 1st Birthday Solomon!

Love Mom and Dad

**PARKING**

On own via City Lots

**BEVERAGES**

Qty.		Price	Total
	Chilled Bottled Waters <i>Included in facility fee</i>		

**A/V & ENTERTAINMENT & OTHER ITEMS**

Qty.		Price	Total
1	Baby Art Crawl (1:45-2:45)	\$350.00	\$350.00

**BILLING**

	Total
Labor	\$350.00
Room Rental	\$1,050.00
<b>Subtotal</b>	<b>\$1,400.00</b>
<b>Grand Total</b>	<b>\$1,400.00</b>
Deposit	- \$500.00
	Paid 12/11/2019
Final Payment	- \$900.00
	Paid 2/10/2020
<b>Estimated Amount Due</b>	<b>\$0.00</b>

**Client Signature**

Printed Name: Ashley Son  
Signed: 2/6/2020 at 10:03am

*Ashley Son*