



*Vizcaya*

## Corporate & Social Banquet Program

Elite Event Centre's  
Mansion & Pavilion at Vizcaya  
2019 21<sup>st</sup> Street Sacramento, Ca 95818  
916.594.9285  
[www.vizcayapavilion.com](http://www.vizcayapavilion.com)





Elite Event Centre's Mansion & Pavilion at Vizcaya is one of Sacramento's premier event venues through its constant commitment to unparalleled service and amenities. Vizcaya is a true full-service venue, providing detailed event assistance through the beginning planning stages, middle details, and event execution.

The focal point of Vizcaya is the exquisite Pavilion, surrounded by beautiful gardens and a stately fountain. This incomparable building features artesian stained glass lighting, soaring ceilings, and spectacular floor to ceiling windows. Outside, the lushly landscaped Courtyard Gardens are a remarkable space for varied types of events. The property also boasts a Queen Anne period mansion that is a State of California designated historical site, which houses eight guest rooms.

The Mansion & Pavilion at Vizcaya looks forward to hosting your next event.

All events hosted at Vizcaya include the following amenities:

#### **Event Coordinator**

An experienced event coordinator will provide attention & detail to your event from the initial planning stages through the event itself.

#### **Custom Tailored Menus**

All menus in the following pages are merely suggestions. We are happy to tailor a menu to your event's unique needs.

#### **Full Event Set-Up**

All necessary tables, chairs, china, glassware, and silverware are included as part of your facility fee. All set-up and break-down is fully included.

#### **Professional Event Staff**

Professional event staff will provide courteous and prompt service throughout your event.

#### **Award Winning Chef**

All food is prepared on-site by our award-winning Chef, Jim Turknett



# Facility Fees

## Vizcaya Pavilion

Monday-Friday 8:00 am – 5:00pm \$1200  
Monday -Thursday 6:00 pm – 11:00pm \$1400  
For smaller events, use of half of the Pavilion is available for \$700

*Facility Fees will be waived for events Monday-Wednesday through January 31, 2012*

Friday Evening	Saturday	Sunday
6:00 pm – 11:00 pm.....\$1700	12 noon – 5:00 pm.....\$1700 6:00 pm – 11:00 pm.....\$2700	12 noon –5:00pm.....\$1300 6:00 pm – 11:00 pm.....\$1300

## Garden Courtyard

The lushly landscaped Garden Courtyard is a fabulous outdoor space perfect for events of all types. This space is available for three hour periods at a rate of \$750.

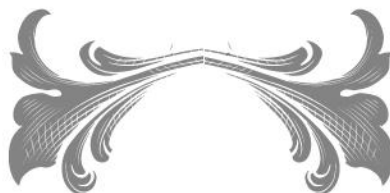
## Mansion Parlor

The Mansion Parlor (Located in the historic Vizcaya Mansion) is available for small events and receptions. The Parlor is available for four-hour periods at a rate of \$500.

Facility Fees include all of the following:

Complete Event Coordination prior to and during event  
Complete Event Set-up and Breakdown  
Linens  
Table and Chairs  
Glassware, China and Silverware  
Uniformed Service Staff  
Butler Service  
Dance Floor (if in the Vizcaya Pavilion)

Food and Beverage Minimums Will Apply



# Inclusive All-Day Meeting Package

*Appropriate for groups of all sizes*

**\$40.00 per person**

## Meeting Materials

*The following materials will be provided for your use. Additional materials can be accommodated and tailored to meet the individual needs of your meeting; please speak with you Sales & Catering Manager for a complete A/V price list.*

Flip Chart with paper, markers and stand

Projection Screen

Wireless Internet

## Continental Breakfast

*To offer a hot breakfast of Quiche Lorraine or Vegetable Quiche, please add \$3.00 per person*

*Please select two juices:*

Orange, Grapefruit, Tomato, Apple or Cranberry

Assorted House-made Muffins, Scones, & Breakfast Breads

Fruit Preserves and Butter

Fresh Brewed Java City Coffees and assorted Hot Teas

## Mid-Morning Break

Refresh of coffee & teas

Assortment of soft-drinks & bottled water

## Lunch

*Please make your selections from the 'Garden Luncheon' Menu on page 5*

## Mid-Afternoon Break

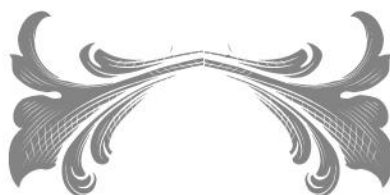
Coffee & Tea

Assorted Soft Drinks & Bottled Water

Choice of House-Made Cookies or Bowls of Popcorn & Pretzels

*Fresh brewed Java City Coffee and assorted teas available all day*

Subject to 20% Service Charge and Prevailing Sales Tax



# Garden Luncheon

*Your guests will have the choice of one entrée salad, or one of two sandwich selections  
Served plated for groups up to 25 or buffet for groups larger than 25*

**Plated \$21.00 per guest**

**Buffet \$24.00 per guest**

## Entree

### **Salad**

*Please select one specialty salad*

Traditional Caesar Salad with Grilled Chicken

Oriental Chicken Salad

Napa and Savoy cabbage, Snow Peas, and Peppers  
Served with Hoisin Cilantro Sauce

Grilled Chicken Cobb Salad

Chopped Romaine, Avocado, Bacon, Tomato and Chopped Egg  
Served with Blue Cheese Dressing

Chef's Salad

Julienne Ham, Turkey, Salami, Cheddar Cheese,  
Chopped Egg, Bacon, Tomato and Sprouts on a Bed of Crisp Lettuce

### **Sandwich**

*Please select two*

Turkey, Roast Beef, B.L.T, Vegetarian

Served with Artisan Cheeses, Relish, Garnishes and Condiments  
Sliced Breads, Rolls and Croissants

### **Sandwich Accompaniments**

*Please select two*

Seasonal Fresh Fruit

Marinated Vegetable Salad

Seasonal Pasta Salad

Cole Slaw

Potato Salad

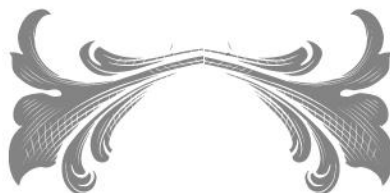
Kettle-Cooked Potato Chips

### **Dessert**

Freshly Baked Cookies or Brownies

Served with Freshly Brewed Java City Coffee, Brewed Decaf and Hot or Iced Tea

Subject to 20% Service Charge and Prevailing Sales Tax



# Courtyard Luncheon

*Appropriate for groups of all sizes*

**Plated \$32.00 per guest**

**Buffet \$35.00 per guest**

## **Salad**

*Please select two:*

Traditional Caesar

Arugula, Mushroom & Brie Salad

Baby Greens, Sliced Almonds, with Blue Cheese Crumbles or Fresh Chevre , with Balsamic Vinaigrette

Curried Rice Salad with Celery, Leeks, & Carrots

## **Entrée**

*Please select two:*

Grilled Breast of Chicken topped with Wild Mushroom Ragout

Pork Tenderloin with Apricot Glaze

Apple-Cider Glazed Grilled Breast of Chicken with Almond Stuffing

Grilled Salmon with Citrus Vinaigrette

Roasted Salmon with a Tomato-Caper Sauce

Wild Mushroom Ragout served over Polenta

Vegetable Strudel layered with Mushrooms, Squash, and Peppers

Tortellini with Pinenuts, Spinach, in a Garlic Cream Sauce

## **Accompaniments**

*Please select one*

Cornbread Sausage Stuffing

Garlic Parmesan Roasted Potatoes

Garlic-Herb Mashed Potatoes

Saffron-Chive Rice Pilaf

Seasonal Cous Cous

Served with Seasonal Vegetables

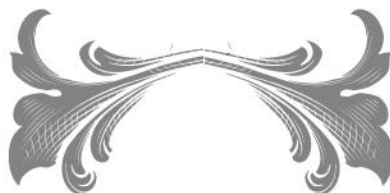
Served with Assorted Breads & Butter

## **Dessert**

Freshly Baked Cookies or Brownies

Meal Served with Freshly Brewed Java City Coffee, Assorted Hot Teas, Iced Tea, Soft Drinks, and Water

Subject to 20% Service Charge and Prevailing Sales Tax



# Inclusive Cocktail Reception Package

*Appropriate for groups of all sizes*

**\$40.00 per guest**

## **Hors D'oeuvres**

*6 pieces per guest*

*Please select three*

Pecan Coated Chicken with Orange Sauce  
Chicken Sate with Thai-style Peanut Sauce  
Crab-Stuffed Mushroom Caps  
Wild Mushroom Tarts  
Pot stickers with Sesame Soy Sauce  
Fried Ravioli with Spicy Salsa  
Spanikopita  
Vegetarian Spring Rolls with Sweet & Sour Sauce  
Smoked Chicken Mousse on Garlic Rubbed Crostini  
Potato Pancakes with Smoked Salmon  
Flank Steak stuffed with Artichokes, Spinach, Red Pepper, & Parmesan  
Poached Shrimp with Spicy Cocktail Sauce

*All Hors D'oeuvres are passed by uniformed service staff*

## **Dessert**

*Please select three*

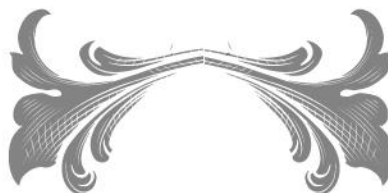
Lemon Meringue  
Assorted Petit Fours  
Chocolate Pecan Tart  
Homemade Carrot Cake  
Raspberry Swirl Cheesecake

## **Beverage Service**

Complete beverage service includes assorted sodas, lemonade, punch, sparkling cider, freshly brewed Java City coffee, assorted hot teas, iced tea, non-alcoholic mixers & garnish, bartender and cocktail servers. Client to provide all alcoholic beverages to be served with no additional corkage or handling fees.

*Bar height cocktail tables and linens provided*

Subject to 20% Service Charge and Prevailing Sales Tax



# Custom Three-Course Dinner

*Served plated. If buffet is desired, a minimum of 50 guests is required*

## Passed Hors D'oeuvres

*Please select two*

Pecan Coated Chicken with Orange Sauce  
Chicken Sate with Thai-style Peanut Sauce  
Wild Mushroom Tarts  
Potstickers with Sesame Soy Sauce  
Fried Ravioli with Spicy Salsa

Smoked Chicken Mousse on Garlic Rubbed Crostini  
Potato Pancakes with Smoked Salmon  
Flank Steak filled with Artichokes, Spinach, Red Pepper, &  
Parmesan  
Spanikopita

## Salads

*Please select one*

Traditional Caesar  
Arugula, Mushroom, and Brie  
Baby Greens with Slivered Almonds, Blue Cheese  
Crumbles, or Fresh Chevre

## Accompaniments

*Please select one*

Cornbread-Sausage Stuffing  
Garlic-Parmesan Roasted Potatoes  
Mashed Potatoes & Gravy  
Saffron-Chive Rice Pilaf

## Entrée

*Please select three*

### Director

Herb-Rubbed & Roasted Tri-Tip in a Port Wine Reduction  
Apple Cider-Glazed Chicken Breast with Almond Stuffing  
Pesto-marinated Grilled Breast of Chicken  
Grilled Breast of Chicken in a Lemon-Caper White Wine Sauce  
Roasted Salmon in a Tomato-Caper Sauce  
Grilled Salmon in a Citrus Vinaigrette  
Tortellini with Pinenuts, Spinach, Garlic-Cream Sauce

Plated \$43.00 per person  
Buffet \$46.00 per person

### Chairman

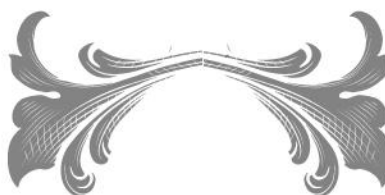
Prime Rib au Jus with a Horseradish Cream Sauce  
Grilled Breast of Chicken in a Tarragon-Mustard Sauce  
Grilled Breast of Chicken topped with Artichokes, in a Sun-Dried Tomato Sauce  
Pan-Seared Sea Bass in a Lemon-Chive Butter  
Salmon in a Teriyaki Bok Choy Sauce topped with Shitake Mushrooms  
Tortellini with Pinenuts, Spinach, Garlic-Cream Sauce

Plated \$47.00 per person  
Buffet \$50.00 per person

### President

Beef Tenderloin Stuffed with Spinach and Veal, topped with Wild Mushroom Gravy  
Grilled Breast of Chicken topped with Artichokes, in a Sun-Dried Tomato Sauce  
Roasted Breast of Chicken topped with Rock Shrimp, Artichokes, Garlic, and Herbs  
Herb-Encrusted Sea Bass in a Citrus Butter  
Tortellini with Pinenuts, Spinach, Garlic-Cream Sauce  
Surf & Turf  
Beef Medallions with Whiskey-Caramelized Mushrooms and Colossal Prawns

Plated \$51.00 per person  
Buffet \$54.00 per person



# Event Policies

<b>Service Charge</b>	20% is applicable to all food and beverage charges. All service charges are subject to an applicable California State Tax in accordance with California Regulation 1063.f Taxable Sales of Food Products. (Amounts designated as service charges, added to the price of meals, are a part of the selling price of the meals and, accordingly, must be included in the retailer's gross receipts subject to tax even though such service charges are made in lieu of tips and are paid over the retailer to employees.
<b>Tax</b>	Current California sales tax is applicable to all food, space rental, and miscellaneous charges
<b>Menu Requests</b>	Our menus contained herein are suggestions and are designed to help in your planning. Please feel free to inquire with your catering representative about custom menus or requests.
<b>Facility Fee</b>	A facility fee is charged for all events and applicable California sales tax will apply.
<b>Minimums</b>	Food and Beverage minimums apply to all events. Contact your Sales and Catering representative for contract minimums that apply to your event.
<b>Deposits</b>	A non-refundable deposit in the amount of no less than 25% of the contracted total is required at the time of booking. Your Sales and Catering representative will outline the remaining deposit requirements, and provide you with a payment schedule. Payment in full is required 14 days in advance of any event.
<b>Payments</b>	All event charges will be prepaid in full by credit card, cashier's check, or cash. Any remaining balance resulting from additional charges are payable in full at the conclusion of the event by credit card, cashier's check, or cash.
<b>Guarantee</b>	A guarantee of total number of guests is required (14) working days prior to all social and wedding functions. This number will be considered a final guarantee and is not subject to reduction. The Vizcaya will be prepared to serve 5% above the guarantee. In the event we do not receive a final guarantee, you will be billed for the number of guests set forth in your contract or the number of guests attending, whichever is greater.
<b>Prices</b>	All prices contained herein are to be interpreted as a guideline and subject to change until the contract is signed by both parties.
<b>Dessert Service</b>	Client-provided cakes and desserts not included in packages contained herein will be subject to a \$2.00 per person cutting and handling fee.
<b>Security</b>	The Vizcaya is not responsible for damage or loss of any merchandise or articles brought to an event before, during, or following an event, or left in a vehicle. The Vizcaya and City of Sacramento regulations require security guards at certain events and will provide them at the client's expense.
<b>Contractual Liability</b>	Performance of this agreement is contingent upon the Vizcaya to complete the same, and is subject to labor troubles, disputes or strikes, accidents, government (federal, state, or local) restrictions; on travel, transportation, food, beverage, or supplies and other causes whether enumerated herein or not, that are beyond the control of the management of this hotel.

