



DOUBLE TREE
BY HILTON™
LOS ANGELES DOWNTOWN

Designer Weddings



In Downtown Los Angeles

Whether you envision a breezy garden affair or a sleek city soiree, the DoubleTree By Hilton Los Angeles Downtown offers unique wedding facilities and the professionals to help you create the perfect romantic day.

DoubleTree By Hilton Los Angeles Downtown
120 S. Los Angeles Street, Los Angeles, CA 90012
Phone: 213.629.1200 Fax: 213.253.9269
www.LosAngelesDowntownDoubleTree.com

Wedding Ceremonies

Nestled away on the third floor is our half-acre, historic Tokyo garden. Replete with cascading waterfalls, pebble-lined ponds and a wooden bridge, the dual-level garden offers a variety of beautiful ceremony and reception backdrops. Your friends and family will be whisked by elevator to this urban anomaly, an outdoor haven that celebrates the serenity of its pastoral design while reveling in its city surroundings.

Particularly appealing is the upper lawn, landscaped with bamboo stands and mature trees. Here, a Zen-like, meandering waterway contrasts cleverly with skyline views of some of L.A.'s most recognizable landmarks.

Kyoto Garden

Our packages include three hours of event time in the Garden. Hotel will provide linen, tables, chairs, arch, and sound system. The following time frames are available:

10:00 am to 1:00pm

2:00 pm to 5:00pm

6:00pm to 9:00pm

Wedding Receptions

Our packages include five hours of event time inside the ballrooms. Reception venues include our indoor Golden Ballroom or the garden view Thousand Cranes.

The following time frames are available:

1:00pm to 6:00pm

5:00pm to 11:00pm

9:00pm to 2:00am

Golden Ballroom

Seats up to 300 guests. Offers a dramatic 15' ceiling with three crystal chandeliers. Golden Asian silk wall covering and reflective mirrors create a warm, sparkling environment.

Thousand Cranes Room

Seats up to 80 guests. Floor to ceiling glass windows with panoramic views of the cascading waterfall and traditional Japanese garden invite a calming, romantic atmosphere.

Radiant Package

Three Hour Premium Brands Host Bar

Hors D'œuvres Reception

Includes Four Selections of Hot and Cold Hors D'œuvres Passed Butler Style
International Cheese Display and Fresh Garden Vegetable Display

Champagne Toast

Three Courses to Include Appetizer or Soup, Starter Salad and Main Entrée

Wine Service throughout Meal

Set Up Includes: Cocktail Reception, Banquet Tables, Chairs, Dance Floor, Head Table or
Sweetheart Table, Cake Table with Silver Cake Stand, Gift Tables and Place Card Table
White or Ivory Floor Length Linens and Napkins

Complimentary Suite on your Wedding Night

Princess Package

Three Hour Deluxe Brand Host Bar

Hors D'œuvres Reception

Includes Four Selections of Hot and Cold Hors D'œuvres Passed Butler Style

Champagne Toast

Three Courses to Include Appetizer or Soup, Starter Salad and Main Entrée

Wine Service throughout Meal

Set Up Includes: Cocktail Tables, Banquet Tables, Chairs, Dance Floor, Head Table or
Sweetheart Table, Cake Table with Silver Cake Stand, Gift Tables and Place Card Table

White or Ivory Floor Length Linens and Napkins

Complimentary Suite on your Wedding Night

Marquise Package

One Hour Deluxe Brand Host Bar

Hors D'œuvres Reception

Includes Four Selections of Hot and Cold Hors D'œuvres Passed Butler Style

Champagne Toast

Two Courses to Include Starter Salad or Soup and Main Entrée

Wine Service throughout Meal

Set Up Includes: Cocktail Reception, Banquet Tables, Chairs, Dance Floor, Head Table or Sweetheart Table, Cake Table with Silver Cake Stand, Gift Tables and Place Card Table
White or Ivory Floor Length Linens and Napkins

Complimentary Suite on the Night of the Wedding

Heart Package

Available Sunday through Fridays Only

Hors D'œuvres Reception

Includes Four Selections of Hot and Cold Hors D'œuvres Passed Butler Style

Champagne Toast

Two Courses to Include Starter Salad or Soup and Main Entrée

Wine Service throughout Meal

Set Up Includes: Cocktail Tables, Banquet Tables, Chairs, Dance Floor, Head Table or Sweetheart Table, Cake Table with Silver Cake Stand, Gift Tables and Place Card Table

White or Ivory Floor Length Linens and Napkins

Complimentary Suite on the Night of the Wedding

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Menu Selections

Hors d'œuvres

Hot Selections

Tempura Shrimp	Thai Beef Satay
Tea Steamed Chicken and Shitake Mushroom Gyoza	Duck and Mango Brochette
Spanakopita	Crispy Shrimp Wonton Sticks
Chicken Yakitori	Jerk Chicken Empanadas
Crisp Asian Vegetable Pot Stickers	Mini Quiché Lorrainé
Deep Fried Artichokes with a Melted Boursin Center	Lamb Chops Lollipops with Mint Infused Demi
Ginger Macadamia Nut Crusted Chicken Strips	Beef Wellington
Bacon Wrapped Scallops	Blackened Shrimp with Andouille Sausage Skewers
	Curried Vegetable Samosa

Cold Selections

Bruschetta with Tomato and Basil	Seared Tuna on Wonton Crisp with Mango Relish
White Cheddar and Grilled Vegetable Towers	Curried Chicken Tartlet
Grilled Polenta Tomato and Olive Tapenade	Hummus and Kalamata Boucheé
Melon with Prosciutto di Parma	Spicy Tuna Maki Sushi
California Rolls	Classic Blini with Chive Crème Fraiche, Smoked Salmon, Tobikko Caviar
Bay Shrimp with Dill on Cucumber Rounds	
Smoked Salmon Wrapped Papaya	

Dinning Selections

Appetizers

Scallop and Shrimp Ceviché served with Plantain Chips

Spicy Crab Salad with Kaiware Sprouts, Fried Green Tomato, Micro Greens

Short Rib Squash Ravioli, Roasted Pepper Sauce

Spinach and Four Cheese Manicotti, San Marzano Tomato Sauce

Soups

Lobster Bisque

Gazpacho

Butternut Squash with Toasted Pepitas and Crème Fraiche

Cream of Sorrel with Rye Crouton

Salads

L.A. Oasis Salad

Mixed Greens, Golden Tomatoes, Fresh Berries, Mandarin Orange Segments,
Carrot Linguine, Endive Spears and Sesame Ginger Vinaigrette

Polynesian Salad

Mixed Baby Lettuces with Papaya, Mango, Fresh Berries, Edible Flower
Confetti and Raspberry Vinaigrette

Pomegranate Salad

Mesclun with Beets, Dried Currants, Blue Cheese Crumbles, Pine Nuts, Pomegranate Dressing

Butter Leaf Salad

Hearts of Butter Leaf Lettuce with Radicchio, Endive, Crisp Jicama and Beet Linguine, Honey-Mustard
and Ginger Vinaigrette

Main Entrées

All Entrees are served with Chef's Choice of Starch and Seasonal Vegetables, Rolls and Butter
Freshly Brewed Starbucks® Coffee, Decaffeinated Coffee and Hot Tea

Maraschino Chicken

Frenched Breast of Chicken with Cherry Sauce

Chicken Saltimbocca

Chicken Roulade stuffed with Prosciutto and Sage

Seared Salmon

Red Onion Marmalade, Coconut Lemongrass Emulsion

Charbroiled New York Strip

Reduction of Merlot Glace du Viande

Crispy Kyoto Chicken

Panko Crusted Breast of Chicken with Yuzu Marmalade Butter Sauce

Macadmia Nut Crusted Halibut

Orange Ginger Butter Sauce

Lacquered Filet of Mahi-Mahi

Mango Butter

Pan Seared Sea Bass

Salsa Cruda made of Tomatoes, Olive, Capers and Garlic

Roasted Vegetables Strudel

Red Pepper Coulis

Vegan Vegetable Stir Fry

Sesame Ginger Sauce, Soba Noodles and Tofu

Eggplant Parmesan Napoleon

Basil, Pomodoro Sauce, Fresh Mozzarella

Seared Filet Mignon

Cabernet Butter

Duet of New York Strip and Jumbo Prawns

Wild Mushroom Sauce and Creole Mustard

Duet of Petite Filet Mignon and Lobster Tail

Cabernet Sauvignon Reduction and Sweet Drawn Butter

Champagne Toast

Wycliff Brüt, Sparkling California Wine and Martinelli's Sparkling Cider

Wine Service with Meal

CK Mondavi Selections

Cabernet Sauvignon, Chardonnay, Merlot, Sauvignon Blanc and Pinot Grigio

Bar Service

Deluxe Brand Bar

Smirnoff Vodka

Beefeaters Gin

Bacardi Rum

Jim Beam Bourbon

Dewars White Label Scotch

Cuervo Gold Tequila

CK Mondavi Wines

Domestic and Imported Bottled Beers,

Soft Drinks and Bottled Waters

Premium Brand Bar

Absolut Vodka

Tanqueray Gin

Captain Morgan Rum

Makers Mark Bourbon

Johnnie Walker Red Scotch

Sauza Hornitos Tequila

CK Mondavi Wines

Domestic and Imported Bottled Beers

Soft drinks and Mineral Waters

Ask your Catering Sales Manager for information about hosting additional bar hours and upgrades.

Little Tokyo Brunch

Salads & Appetizers

Orecchiette Pasta with Fresh Tomatoes and Pecorino

Bowls of Exotic Fruit to include:

Golden Pineapple, Honeydew, Cantaloupe,
Mixed Berries, Papaya, and Watermelon

East Coast Seafood Salad with Shrimp, Calamari, Fine Herbs,
Red Onion and Lemon Champagne Vinaigrette

Oriental Chicken Salad with Napa Cabbage, Crispy Wontons and Sesame Dressing

American Fare

Perfect Poached Eggs Benedict or Scrambled Eggs Florentine

Sausage Links and Maple Glazed Thick Sliced Smoked Bacon

Sliced Roast Strip Loin with Cabernet Sauvignon and Wild Mushrooms

Crispy Hash Brown Potatoes

Japanese Fare

Assorted Maki and Nigiri Sushi with Appropriate Condiments

Chicken Teriyaki with Marinated Bok Choy

Steamed Japanese Rice

Breakfast Breads

Fresh Fruit Tarts, Croissants, Danish, Cinnamon Rolls, Bear Claws, Apple Turnovers and Muffins

Refreshments

Starbucks® Coffee, Decaffeinated, Assorted Herbal Teas
Fresh Squeezed Orange Juice

Champagne Service

Two Hours of Service

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Professional Wedding Coordinator Service

At the Kyoto Grand Hotel and Gardens we feel it is imperative for our couples to have day of service by a Professional Wedding Coordinator, therefore it is a requirement. The following gives examples of what services your Catering Professional will provide verses the Professional Wedding Coordinator.

Your Kyoto Grand Hotel and Gardens Catering Manager will:

- ❖ Provide a personalized tour of the Kyoto Grand Hotel and Gardens, to include our Wedding Showroom.
- ❖ Recommend Special Event Professionals to provide Wedding Coordination, Music, Flowers, Photography, Officiate and other Wedding Services.
- ❖ Detail your Banquet Event Order and Wedding Resume outlining all of your events specifics and ensure that it is communicated flawlessly to the Operational team of the Hotel.
- ❖ Create an "Estimate of Charges" outlining your financial commitments and deposit schedule.
- ❖ Create a floor plan of you function space, in order for you to provide seating arrangements.
- ❖ Arrange and attend your Menu Tasting.
- ❖ Establish your Guest Room Block, Personally oversee the details of the Bride and Groom's room reservations. (if applicable)
- ❖ Oversee the Ceremony and Reception set-ups, food preparation and other Hotel operations.
- ❖ Be the on-site liaison between the Wedding Coordinator and Hotel Operations staff.
- ❖ Ensure a seamless transition to the Hotel's Banquet Captain once the Grand Entrance has occurred.
- ❖ Review your banquet checks for accuracy, prior to the completion of the final bill.

Your Professional Wedding Coordinator will:

- ❖ Assist with Etiquette and Protocol for Ceremony, and Reception.
- ❖ Create a "Time Line" for your Wedding day, including the Ceremony and Reception.
- ❖ Work with you to organize and coordinate your Ceremony Rehearsal. Remind Bridal Party of all pertinent "Call Times", and "Don't Forgets", on the day of the Wedding.
- ❖ Confirm call times and details with all Vendors several days prior to the day of the Wedding.
- ❖ Be the liaison with your family, bridal party, band/DJ, florist, photographer and other vendors to create seamless operation.
- ❖ Assist you, with your gown, and any additional needs of the Bridal Party.
- ❖ Ensure the Ladies have their Corsages and Bouquets, etc and assist with the pinning of men's Boutonnieres.
- ❖ Set-up Ceremony Programs, place cards, guest favors, guest book, champagne flutes, and any other personal items.
- ❖ Line up and queue the Bridal Party and Musicians at the time of the Wedding Ceremony.
- ❖ Collect any personal items you at the conclusion of the Reception.

Planning Your Wedding – The Details

Food and Beverage Service

The Kyoto Grand Hotel and Gardens is responsible for the quality and freshness of the food served to our guests. Due to current health regulations, all food served at the hotel must be prepared by our culinary staff. Food may not be taken off the premises after it has been prepared and served. The sale and service of alcoholic beverages are regulated by the state. As a licensee, this hotel is responsible for the administration of the regulations. It is a policy, therefore, that alcoholic beverages cannot be brought into the hotel from the outside.

Service Charge

All catering and banquet charges are subject to applicable 21% service charge and 8.75% state sales tax.
Sales tax subject to change without notification.

Entrée Selection

In the event that your group requires a split menu, entrée selections are limited to a maximum of 2 selections. The hotel requires that the client produce place cards or tickets identifying the particular entrée selected by each guest. If the hotel needs to produce more than the initial amount guaranteed for a specific entrée, the client is responsible for paying for those additional meals.

Guarantees

A guaranteed attendance figure is required for all meal functions 3 business days prior to the function date and is not subject to reduction. If the catering office is not advised by this time, the estimated figure will automatically become the guarantee. We will be prepared to serve 5% over the guaranteed number for groups over 100 guests.

Menu Pricing and Selections

The quotation herein is subject to a proportionate price increase to meet increased cost of food, beverages, labor, etc. Quotation cannot be guaranteed until 90 days prior to the time that the particular function takes place. Pricing does not include service charge or sales tax. We request that all menu selections are complete at least 30 days prior to event.

Audio Visual Equipment

We will be pleased to arrange for any audio-visual requirements for your event. The hotel applies a 21% service charge on audio visual which is taxable according to California sales tax law.

Deposits

A 25% deposit is due upon signing of contract to confirm your reservation. A second deposit is due 90 days prior to the event and final payment is due 10 days prior to the event. Hotel does not accept personal checks within 30 days of events.

Security

The hotel does not assume responsibility for damage or loss of any merchandise or articles left on premise prior to, during or following any event. Arrangements for security to monitor equipment or merchandise may be made through your catering manager prior to the event at \$50.00 per hour, per guard for a minimum of 4 hours.

Decorations

All decorations must meet the Los Angeles City Fire Department's regulations. Any open flame requires a permit and must be furnished to the Hotel prior to the event. Ask your catering manager for more information and pricing on equipment such as chivari chairs, chair covers, upgraded linens, umbrellas, heaters, Japanese gold screens, shoji screens and pianos.

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