



## Rental Inclusions

4004 La Crescenta Avenue, La Crescenta, CA 91214 Additional Information: 818.957.9806

	Item	Quantity	Size	Notes/description	
<b>Seating</b>	Padded banquet chairs	150	Standard	Hotel 'style' and stackable	
	Metal folding chairs	100	Standard	Not padded	
	Upholstered wing back chairs	2	Standard	Suggest in lounge grouping by fireplace	
	Upholstered loveseat	1	5.5'	Suggest in lounge grouping by fireplace	
<b>Tables</b>	Round tables	15	60" diameter	29" high, seats 8 people comfortably	
	Rectangular tables	20	8'x2.5'	29" high, seats 10 people comfortably	
	Rectangular tables	6	6'x2.5'	29" high, seats 8 people comfortably	
	Rectangular table	1	4'x2'	29" high, seats 4 people comfortably	
	Folding card tables	9	30"x30"	29" high, seats 4 people comfortably	
	Folding card tables	2	32"x32"	29" high, seats 4 people comfortably	
	Wooden end table	1	36"x21"	19" high. Nice between wing back chairs	
	Blk metal, glass top table	1	53"X18"	33" high. On stage currently.	
	Marble top table	1	48"x17"	30" high, in entry, nice for gifts, pictures, etc.	
	Wooden top table	1	44"x28"	30" high, in entry, nice for sign-in books, etc.	
	Glass top coffee table	1	46"x15"	15" high, nice in front of love seat	
	Small wooden table w/drawer	1	34"x17"	30" high, nice by main room entrance door	
	<b>Misc. furniture and audio visual equipment</b>	Coat stand	1	Wooden	At front door
Area rug		1	76"x58"	At front door	
Area rug		1	90"x60"	Nice with group setting in front of fireplace	
Wi-Fi				Throughout meeting space	
Projector** and 12' screen		1		Screen drops from ceiling above the stage	
Sound system**				Blue tooth available / ceiling speakers	
Microphones** - interior only		4		2 corded and 2 wireless (hand held)	
Movable white board		1	40"x72"	Erasable pens not included.	
Podiums		2		Standing and table top	
Stationary baby grand piano		1		On stage, tuned and ready for use	
Air conditioning/heating				Throughout meeting space	
US and California flags		1		Both in stands	
Stone fireplace		1		Décor only, not usable	
Folding bar and mat		1	6'	May be used in main or side event rooms	
<b>Rooms and Areas</b>		Main event room	1	57'x30'	Stage in front - separate measurement
		Raised stage	1	28'x12'	Raised 18" above main event room floor
		Side event room (Tea room)	1	45'x20"	Connects to main event room and kitchen
	Rest rooms	3		Two in entry, one close to stage	
	Dressing/bridal room	1		Next to stage	
	Warming kitchen (no cooking)	1		Refrigerator and microwave oven included	
	ADA entrances	2		Through kitchen and side event room	
	Private parking lot	1		2 ADA + 20 regular parking spots	

**All of the above items are included with your rental fee at no additional charge.**

**We will set up the above for you (décor not included) at no charge based on supplied floorplan.**

**\*\* Requires meeting one week prior to event to make sure your devices work with our devices.**

Measurements are approximate.

Maximum Occupancy: 180

February 2024