



## 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.
	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

June 2024