



Wedding Ceremony & Reception Package – November 2017 through March 2018
James Irvine Japanese Garden
For up to 100 guests*

- Private use of the James Irvine Japanese Garden, Bridal Suite, and Garden Rooms A, B, and C for nine (9) hours
- Personalized signage
- Set-up and use of white plastic folding chairs in the garden for your ceremony
- 90-minute Wedding Rehearsal the week of your event
- In-house basic sound system, one microphone with stand and technician
- Set-up and use of 60" round tables (10 max.) or 6' foot banquet tables or 30" low cocktail tables and up to 100 dark wood chiavari chairs for your reception.
- One Dual Membership to the Japanese American Cultural & Community Center.
- 2-hour private use of the Garden for Engagement Photo Shoot (with your photographer)
- Professional security guard suited or in uniform.
- Professional Customized Day-of Wedding Coordination that includes:
 - Meeting once with Bride & Groom prior to the event.
 - Creating timeline and checklist.
 - Confirming orders, delivery and set-up with vendors, including the venue and caterer during week prior to event date.
 - Supervising vendors to ensure that all contractual obligations are met.
 - Coordinating JACCC event staff.
 - Distributing final timelines to bridal party and vendors.
 - Assisting bride and bridal party during ceremony.
 - Orchestrating rehearsal (90-minute maximum)
 - Receiving vendors and deliveries at ceremony and reception site.
 - Arranging additional signage and set-up of registration table.
 - Managing the tear-down and loading out of equipment, rentals, supplies, floral displays, lighting, deejay and musicians, AV equipment, catering, etc.
 - Other duties as negotiated. (May be subject to additional fees.)

Mon - Thurs Rate: \$3,500

Fri & Sun Rate: \$3,750

Saturday Rate: \$3,950

Intimate Weddings (50 people or less): 10% off above prices (Discount does not apply to Saturday rate)

Requirements

Users are required to provide proof of Event Insurance naming the JACCC as an additional insured. Please visit wedsafe.com for pricing.