

# Special Occasion Packages



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SPECIALTY EVENTS

— Castaway Burbank —

1250 East Harvard Road, Burbank, CA 91501 | 818.843.5013 | [specialtyevents.com](http://specialtyevents.com)  
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# THE CELEBRATION

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## APPETIZERS

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### Chef's Selection Cheese & Charcuterie Display

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## SALADS

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*Choice of one  
Served with rolls  
and butter*

**Baby Greens** roasted grapes, shaved carrots, watermelon radish, red wine vinaigrette

**Classic Caesar** romaine, Parmesan, anchovies, lemon

**Chop** iceberg, garbanzo beans, heirloom tomatoes, salami, mozzarella, creamy port wine vinaigrette

**Heirloom Tomato** basil whipped goat cheese, roasted strawberry chia seed jam

**Market Beets** shaved pear, endive, crushed candied walnuts, goat cheese

**Wedge** pancetta, Cabrales, pickled shallots, blue cheese creamy vinaigrette

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## ENTRÉES

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*Choice of two  
Entrée counts must be  
given ahead of time*

**Chicken Marsala** sautéed chicken breast, mushrooms, sweet Marsala wine sauce, roasted potatoes

**Chicken Parmesan** breaded cutlet, San Marzano tomatoes, mozzarella, basil, penne, Parmesan

**Branzino** caper beurre blanc, forbidden rice, roasted rainbow carrots

**Atlantic Salmon** wilted greens, lemon butter sauce, forbidden rice

**Bistro Filet** garlic mashed potatoes, grilled broccolini, bordelaise

**Mushroom Ravioli** truffle cream, shredded Parmesan *VG*

**Stuffed Portobello Mushroom** market vegetable fricassee *V*

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## BEVERAGES

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One Hour Hosted House Bar

Traditional Champagne/Cider Toast

Coffee, Decaf, Tea, Iced Tea, and Water

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## DESSERT

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Deluxe Specialty Cake

# THE DELUXE

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## HORS D'OEUVRES

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*Choice of one garden,  
one pasture, and  
one sea*

### GARDEN

**Caprese Brouchette** tomato, mozzarella, basil

**Watermelon Gazpacho Cubes**  
**Bruschetta**

### SEA

**Shrimp Cocktail**

**Tuna Tartare Cones**  
wakame, yuzu ponzu

**Fresh Fish Ceviche,**  
**Grilled Corn, Lime**

### PASTURE

**Gougeres** puffed savory pastry

**Chicken Mousse** en croute

**Chef's Charcuterie Bite**

**Chicken Satay** with peanut dipping sauce

**Roasted Chicken Tostadas**

**Turkey Meatballs**

**Pizzette** bacon, gruyere, caramelized onion

**Spanakopita** with spinach and feta cheese, dill yogurt

**Avocado Crostini** cilantro, lime, chili, tomatoes

**Crispy Vegetable Spring Rolls**

**Dungeness Crab Cake** yuzu aioli

**Salmon Tartare** lemon, crème fraîche, caviar

**Smoked Salmon Blini**

**Coconut Shrimp** citrus aioli

**Pigs in a Blanket** spicy mustard

**Lamb Chop Lollipops**

**Teres Major Steak Bites**  
béarnaise sauce

**Flank Steak Crostini**  
chimichurri, vidalia relish

**Mini Short Rib Taco** guacamole

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## SALADS

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*Choice of one  
Served with rolls  
and butter*

**Baby Greens** roasted grapes, shaved carrots, watermelon radish, red wine vinaigrette

**Classic Caesar** romaine, Parmesan, anchovies, lemon

**Chop** iceberg, garbanzo beans, heirloom tomatoes, salami, mozzarella, creamy port wine vinaigrette

**Heirloom Tomato** basil whipped goat cheese, roasted strawberry chia seed jam

**Market Beets** shaved pear, endive, crushed candied walnuts, goat cheese

**Wedge** pancetta, Cabrales, pickled shallots, blue cheese creamy vinaigrette

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# THE DELUXE (CONTINUED)

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## ENTRÉES

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*Choice of two  
Entrée counts must be  
given ahead of time*

**Chicken Marsala** sautéed chicken breast, mushrooms, sweet Marsala wine sauce, roasted potatoes

**Chicken Parmesan** breaded cutlet, San Marzano tomatoes, mozzarella, basil, penne, Parmesan

**Branzino** caper beurre blanc, forbidden rice, roasted rainbow carrots

**Atlantic Salmon** wilted greens, lemon butter sauce, forbidden rice

**Braised Short Ribs** cheese grits, haricots verts amandine, crispy onion rings

**Filet Mignon** garlic mashed potatoes, grilled broccolini

**Mushroom Ravioli** truffle cream, shredded Parmesan *VG*

**Stuffed Portobello Mushroom** market vegetable fricassee *V*

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## BEVERAGES

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Three Hour Hosted Call Bar

Traditional Champagne/Cider Toast

Coffee, Decaf, Tea, Iced Tea, and Water

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## DESSERT

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Deluxe Specialty Cake

### PACKAGE INCLUDES:

Dancefloor & Floor length linen for all tables

# THE PLATINUM

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## HORS D'OEUVRES

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*Choice of one garden,  
two pasture, and  
one sea*

### GARDEN

**Caprese Brouchette** tomato, mozzarella, basil

**Watermelon Gazpacho Cubes**  
**Bruschetta**

### SEA

**Shrimp Cocktail**

**Tuna Tartare Cones**  
wakame, yuzu ponzu

**Fresh Fish Ceviche,**  
**Grilled Corn, Lime**

### PASTURE

**Gougeres** puffed savory pastry

**Chicken Mousse** en croute

**Chef's Charcuterie Bite**

**Chicken Satay** with peanut dipping sauce

**Roasted Chicken Tostadas**

**Turkey Meatballs**

**Pizzette** bacon, gruyere, caramelized onion

**Spanakopita** with spinach and feta cheese, dill yogurt

**Avocado Crostini** cilantro, lime, chili, tomatoes

**Crispy Vegetable Spring Rolls**

**Dungeness Crab Cake** yuzu aioli

**Salmon Tartare** lemon, crème fraîche, caviar

**Smoked Salmon Blini**

**Coconut Shrimp** citrus aioli

**Pigs in a Blanket** spicy mustard

**Lamb Chop Lollipops**

**Teres Major Steak Bites**  
béarnaise sauce

**Flank Steak Crostini**  
chimichurri, vidalia relish

**Mini Short Rib Taco** guacamole

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## SALADS

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*Choice of one  
Served with rolls  
and butter*

**Baby Greens** roasted grapes, shaved carrots, watermelon radish, red wine vinaigrette

**Classic Caesar** romaine, Parmesan, anchovies, lemon

**Chop** iceberg, garbanzo beans, heirloom tomatoes, salami, mozzarella, creamy port wine vinaigrette

**Heirloom Tomato** basil whipped goat cheese, roasted strawberry chia seed jam

**Market Beets** shaved pear, endive, crushed candied walnuts, goat cheese

**Wedge** pancetta, Cabrales, pickled shallots, blue cheese creamy vinaigrette

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# THE PLATINUM (CONTINUED)

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## ENTRÉES

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*Choice of two  
Entrée counts must be  
given ahead of time*

**Jidori Chicken** Anson Mills cheese grits, roasted rainbow carrots

**Pan Seared Grouper** caper beurre blanc, forbidden rice, roasted rainbow carrots

**Chilean Sea Bass** smoked tomato broth, roasted potatoes

**Filet Mignon** garlic mashed potatoes, grilled broccolini

**Braised Short Ribs** cheese grits, haricots verts amandine, crispy onion rings

**Mushroom Ravioli** truffle cream, shredded Parmesan *VG*

**Stuffed Portobello Mushroom** market vegetable fricassee *V*

*\*Duo Entrées available for additional 10 per guest*

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## BEVERAGES

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**Five Hour Hosted Call Bar**

**Traditional Champagne/Cider Toast**

**Coffee, Decaf, Tea, Iced Tea, and Water**

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## DESSERT

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**Deluxe Specialty Cake**

### PACKAGE INCLUDES:

**Dancefloor**

**Floor length linen for all tables**

**Chiavari Chairs**

# ADDITIONAL ITEMS

## Chiavari Chairs

## Rustic Wood Chairs

## Infinity Chairs

## Chair Covers & Sash

## Floor Length Linens

## Dancefloors

### VALLEY VIEW/WATERFRONT

Rustic wood 9'x12'

White 9'x12'

Seamless white wrap

### VERDUGO

Rustic wood 18'x24'

White 18'x24'

Seamless white wrap

## Ceiling Drape

Verdugo or Mountain View rooms

Starlight room

## Linen Overlays

## Cocktail Tables

## Photo Booth

3 hours

4 hours

5 hours

## Uplighting

Set of 8

Set of 12

Set of 16

## DJ

For eight hours

## Audio Visual

Projector & Screen

Easel

Microphone, Speakers & Mixer

## STARLIGHT

Rustic wood 21'x32'

White 21'x32'

Seamless white wrap

## MT. VIEW

Seamless white wrap

## PACKAGES

### Florals

1 Groom Boutonnière

1 Bridal Bouquet

Headpiece Arrangement

Reception Centerpieces

### Photography

8 hours of Event Coverage with 2 photographers

Complimentary Engagement Session

Online image gallery with hand-edited, high resolution images.

# FREQUENTLY ASKED QUESTIONS

The Castaway sales office is open 7 days a week from 9:30am - 5:30pm.  
Appointments for site tours and consultations are highly recommended.

## **Q: HOW LONG DO WE HAVE THE ROOM?**

A: Luncheons: 11:00am to 3:00pm. Evening events: 6:00pm to 12:00am. Evening events may be extended until 1:00am, for an additional \$650.00++. Access to the event spaces is allowed 2 hours prior to the event start time, unless prior arrangement is arranged with your Sales manager. No vendor may begin setting up prior to the designated set up time, unless a prior approval was secured. The Castaway gardens has a strict event hours between 5:00pm - 11:00pm

## **Q: WHAT IS NEEDED TO RESERVE MY DATE AND EVENT SPACE?**

A: The Castaway requires a signed agreement and a 20% deposit to reserve the date and room if more than 3 months in advance. A 50% deposit is required if the event date is less 90 days from booking, and 100% payment is due if the event is within 15 days of booking.

## **Q: WHAT IS THE TAX AND SERVICE CHARGE AND WHAT IS IT APPLIED TO?**

A: When you see “++” this applies to administrative service charge at 22% and the current sales tax. Your service staff is paid an hourly wage subject to sales tax. Gratuity is not required.

## **Q: WHAT ARE THE NEXT STEPS AFTER BOOKING?**

A: There will be a final details meeting that will include menu confirmation, setup details, timeline and guest count at least 15 days before your event.

## **Q: HOW DOES PARKING WORK?**

A: Complimentary parking is included with your event.

## **Q: WILL I HAVE A FOOD TASTING?**

A: A complimentary food tasting is provided for the special occasion packages for 2 guests. Please discuss the details with your Castaway Sales Manager. Specialty cake tasting is scheduled with, and conducted at the selected bakery on the preferred vendor list. You are permitted to bring in your own cake with a \$2.50++ cake cutting fee per person.

## **Q: DO YOU PROVIDE CHILDREN OR VENDOR MEALS?**

A: Yes, we can provide children & vendor meals, check with your sales manager for options & pricing. Highchairs and booster seats are available upon request. Children must be supervised at all times.

## **Q: DO YOU PROVIDE LINEN?**

A: Your choice of white, ivory, or black is included for all events. See your sales manager regarding additional color options.

## **Q: WHO SETS UP DECORATIONS?**

A: Place cards, party favors, centerpieces, etc., are the responsibility of the client. Nothing can be taped, stapled, pinned, tied, or nailed to any surface or a \$500.00++ damage fee will apply to your event. The Castaway assumes no responsibility for damage of merchandise, collateral or any articles left on premises prior to, during, or following the event. The Castaway does not provide storage or security for guest property prior to, during or after your event without prior arrangement.



# FREQUENTLY ASKED QUESTIONS

The Castaway sales office is open 7 days a week from 9:30am - 5:30pm.  
Appointments for site tours and consultations are highly recommended.

## Q: DO YOU ALLOW AMPLIFIED MUSIC OR LIVE BANDS?

A: DJ amplified music is allowed in all the event spaces. Live music is limited to acoustic guitarist, singer, jazz band, harpist, string quartet, etc. Check with your sales manager if you are looking to have any other kind of live music. The Castaway Gardens has a noise abatement ordinance beginning at 11pm. The Castaway is a multi-venue location and we reserve the right to curtail excessive sound level.

## Q: DO YOU HAVE A PREFERRED VENDORS LIST?

A: The Castaway has a list of preferred vendors that are familiar with our venue and may offer discounts to our clients. Outside vendors will be required to show proof of liability insurance upon request, and will be subject to an additional fee of \$250/Event.

## Q: CAN WE USE CANDLES / SPARKLERS?

A: The following candles are permitted: tea lights, votive, and pillar style candles contained in glass holders with a 1-inch clearance above the flame, as well as candles floating in water. Handheld candles and aisle candles for ceremonies need approval from the Burbank fire department. Sparklers are not allowed at any of the event spaces.

## Q: IS A WEDDING PLANNER REQUIRED?

A: The Castaway highly suggests that you engage the services of a professional wedding planner. At a minimum, you should acquire the services of a day of coordinator to assist you. They will be the main point of contact on the day of the event and will ensure that your special day runs smoothly. The Castaway service team includes a banquet manager whose duties include food, beverage, and standard set-up & tear down, they do not include wedding specific activities. Your sales manager can connect you with a professional planner.

## Q: ARE DECORATIONS ON THE COURTYARD ALLOWED?

A: Yes. You are only to use: fishing line, zip ties, rope, ribbon, or drapery. Staples, tacks, nails, glue, tape or any kind of sticky adhesive is not allowed. You must remove any décor you bring in or be subject to a \$500++ cleaning fee. White or blush colored flower petals are allowed on the Courtyard grounds. All other colors will dye the concrete and are subject to a cleanup fee if used. Any questions on décor, please contact your sales manager.

## Q: DO YOU REQUIRE SECURITY?

A: Please refer to your castaway agreement or speak with a representative.

## Q: WHAT IS A DELUXE SPECIALTY CAKE?

A: Our special occasion packages include your wedding cake from your choice of our preferred vendors. For other occasions, cakes may be ordered or you may bring your own cake at \$2.50++ per person cake cutting fee.