



400 N Canon Dr. |  
Beverly Hills, CA  
90210

**Large Group Dining Guidelines & Policies  
(Party of 12 & above)**

Type	Days	Time	Location	Group size	Guaranteed Reservation
Lunch	Sunday - Saturday	12:00pm-5:00pm	Fountain Patio	12 & above	\$1,200.00
Dinner	Sunday - Saturday	6:00pm-11:00pm	Fountain Patio	12 & above	\$1,600.00

Type	Days	Time	Location	Group size	Guaranteed Reservation
Lunch	Sunday - Saturday	12:00pm-5:00pm	Restaurant Patio	12 & above	Prix Fixed Menu
Dinner	Sunday - Saturday	6:00pm-11:00pm	Restaurant Patio	12 & above	Prix Fixed Menu

**MENU:**

- Il Pastaio’s farm fresh menus are flexible & easily tailored based upon the hosts distinctive requirements. *(see attached)*
- Il Pastaio requests that Menus be confirmed prior to the private dining event.
- Il Pastaio’s farm fresh menu items and pricing are subject to change depending on daily market availability.
- *Il Pastaio can accommodate a groups desire to order off the menu, if its not during peak operational hours*

**BEVERAGES:**

- All Alcoholic and Non-Alcoholic beverages are charged according consumption and are in addition to the per person menu pricing.
- Wine can be a critical part of many private dining experiences; thus, we recommend wine selections at least seven (7) days prior to your special day to ensure availability.
- Il Pastaio has an extensive wine selection at competitive prices & prefers not to have outside wines brought into the restaurant, but understands it’s discerning customers want to make a private event more special.
  - *If a Customer feels it’s important to supply their own unique wine, a maximum of 5 bottles for 25 guests would be allowed.*
  - *First bottle Corkage fee is \$30.00, Second bottle Corkage fee is \$30.00 & \$45.00 for each additional bottle.*
- *Guests are not allowed to bring their own Hard Liquor*

**CAPACITIES:**

- We have numerous beautiful open areas in our Restaurant to accommodate large groups of 12 & above.
- Fountain Patio room and Garden Patio are highly recommended if available

**MINIMUM REQUIREMENT:**

- To reserve an Il Pastaios exclusive event, we require a total food and beverage minimum spend of \$1,200 for lunch
- To reserve an Il Pastaios exclusive event, we require a total food and beverage minimum spend of \$1,600 for dinner



**VALET PARKING:**

- All Valet Parking fees are \$12.00 per car for all events.

**DEPOSIT / CANCELLATION:**

- A deposit of \$500.00 is required to confirm your reservation.
- The deposit is refundable 30 days for weekend and 15 days for Sunday - Thursday.
- In the event you must cancel with less than 4 days' notice, your deposit will be retained by Il Pastaio

**PAYMENT:**

- The total bill is due and payable after the event.
- Il Pastaio, Beverly Hills accepts Visa, MasterCard, American Express, Discover, and Cash.

**GUARANTEE:**

- To allow Il Pastaio to properly plan for and staff your event, we require a minimum # of guaranteed guests 48 hours prior to your event.
- If your party falls below the guaranteed # on the day of the event, the host will still be charged for the guaranteed number.
- If your party exceeds the guaranteed #, you will be charged for the actual number of guests attending.

By completing, signing, and returning to Il Pastaio's Private Dining Department with a deposit check, the client confirms this engagement reservation.

\_\_\_\_\_  
Client Name printed

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date



400 N Canon Dr. | Beverly Hills, CA 90210

### Private Dining Guidelines & Policies

Type	Days	Time	Location	Room Capacity	Function	Minimum	Mark Choice
<b>L1</b> <b>D1</b>	Sunday - Thursday	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room	Seated: 45 Cocktails: 50	Plated Lunch Plated Dinner	\$1,600 \$2,000	
<b>L2</b> <b>D2</b>	Friday - Saturday	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room	Seated: 45 Cocktails: 50	Plated Lunch Plated Dinner	\$2,000 \$3,500	
<b>L3</b> <b>D3</b>	Sunday - Thursday	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room + Fountain Patio	Seated: 60 Cocktails:70	Plated Lunch Plated Dinner	\$2,800 \$3,600	
<b>L4</b> <b>D4</b>	Friday - Saturday	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room + Fountain Patio	Seated: 60 Cocktails:70	Plated Lunch Plated Dinner	\$3,200 \$5,100	
<b>L5</b> <b>D5</b>	Christmas Eve	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room	Seated: 45 Cocktails: 50	Plated Lunch Plated Dinner	\$2,000 \$4,000	
<b>L6</b> <b>D6</b>	New Year’s Eve	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room	Seated: 45 Cocktails: 50	Plated Lunch Plated Dinner	\$2,000 \$5,000	
<b>L7</b> <b>D7</b>	Christmas Eve	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room + Fountain Patio	Seated: 60 Cocktails: 70	Plated Lunch Plated Dinner	\$3,200 \$5,600	
<b>L8</b> <b>D8</b>	New Year’s Eve	11:30am – 3:00pm 4:00pm – 10:30pm	Olive Room + Fountain Patio	Seated: 60 Cocktails: 70	Plated Lunch Plated Dinner	\$3,200 \$6,600	

#### MENU:

- Il Pastaio’s farm fresh menus are flexible & easily tailored based upon the hosts distinctive requirements. *(see attached)*
- Il Pastaio requests that Menus be confirmed one week prior to the private dining event, so we have ample opportunity to source all our farm fresh ingredients.
- Il Pastaio’s farm fresh menu items and pricing are subject to change depending on daily market availability.

#### BEVERAGES:

- All Alcoholic and Non-Alcoholic beverages are charged according consumption and are in addition to the per person menu pricing.
- Wine can be a critical part of many private dining experiences; thus, we recommend wine selections at least seven (7) days prior to your special day to ensure availability.
- Il Pastaio has an extensive wine selection at competitive prices & prefers not to have outside wines brought into the restaurant, but understands it’s discerning customers want to make a private event more special.
  - *If a Customer feels it’s important to supply their own unique wine, a maximum of 5 bottles for 25 guests would be allowed.*
  - *First bottle Corkage fee is \$30.00, Second bottle Corkage fee is \$30.00 & \$45.00 for each additional bottle.*
- *Guests are not allowed to bring their own Hard Liquor*
- Il Pastaio, also has the ability to offer a Cash & carry bar to groups in the private dining area.

#### CAPACITIES:

- The beautiful open air, **Fountain Patio** accommodates 16-20 Seated guests
- The luxurious Private **Olive Room** accommodates 22-45 Seated guests and 50 for standing receptions
- The **Olive Room & Fountain Patio** can easily be combined to accommodate 60 seated guests or 70 for receptions

#### MINIMUM REQUIREMENT:

- To reserve an Il Pastaios Private Dining event, we require a total food and beverage minimum spend of \$1,600 to \$6,600 based on day & time
- If the unanticipated occurs, where the food and beverage minimum is NOT met, the balance to cover the minimum will be added to your final bill.

**VALET PARKING:**

- Il Pastaio’s “Lunch” Valet Parking Service is located on Brighton Way.
- Il Pastaio’s “Dinner” Valet Parking Service is located on Canon Drive.
- All Valet Parking fees are \$12.00 per car for all events and is not part of the minimum.

**RENTALS DECORATIONS:**

- Il Pastaio, Beverly Hills is not responsible for any outside rentals or decorations that are brought into the restaurant and are not picked up the same day as the event before closing.
- Private Event Host’s takes full responsibility for any damages, other than normal wear and tear, done to the property because of Host’s vendors, guests or staff.
- Should any damage to the property occur, Il Pastaio will hire its own vendors & bill Host for the costs of repair.

**MUSIC:**

- Il Pastaio requests that all musical instruments & bands must be approved by Il Pastaio Private Dining Department at least 2 weeks prior to your event.
- Il Pastaio reserves the right to decide if the proposed band or musical instruments will be disruptive to the rest of the restaurant.
- Il Pastaio has enabled the private dining area with Hi-Tech amenities like Sonos System, Apple TV, and Smart TV. Projector rental is also available upon request.

**DEPOSIT / CANCELLATION:**

- A deposit of \$1,000.00 is required to confirm your reservation.
- The deposit is refundable 30 days for weekend and 15 days for Sunday - Thursday.
- Additional non-refundable deposits may apply for large events.

**PAYMENT:**

- The total bill is due and payable after the event.
- Il Pastaio, Beverly Hills accepts Visa, MasterCard, American Express, Discover, and Cash. No Gift Certificates allowed for Private Events
- Please note, the credit card on file will be charged after the event unless another form or payment is received.

**GUARANTEE:**

- To allow Il Pastaio to properly plan for and staff your event, we require a minimum # of guaranteed guests 48 hours prior to your event.
- If your party falls below the guaranteed # on the day of the event, the host will still be charged for the guaranteed number.
- If your party exceeds the guaranteed #, you will be charged for the actual number of guests attending.

**SUGGESTED GRATUITY:**

- While Il Pastaio suggests a service gratuity of 18% the decision to pay a gratuity to the service staff providing service to the event, and the amount thereof, is at Host’s sole discretion.
- By filling in a percentage & initializing in the space provided, the Host requests that Il Pastaio include such gratuity on the check presented at the end of the event.
- The Host retains the discretion to adjust the foregoing amount up or down commensurate with the dining experience.
- Please circle a percentage or option below to indicate the desired gratuity to be paid to the service staff.

18%    19%    20%    Other \_\_\_\_\_ %

By completing, signing, and returning to Il Pastaio’s Private Dining Department with a deposit check, the client confirms this engagement reservation.

I understand and agree to the guidelines listed above for Il Pastaio’s Private Dining:

\_\_\_\_\_  
Client Name printed

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date