

Weddings
at the
UNIVERSITY OF
SOUTHERN
CALIFORNIA



Silver Package

One Hour Reception with Choice of Three Tray-Passed Hors D'oeuvres

Fruit Infused Water Station

Two-Course Plated Dinner

Champagne & Cider Toast

Complimentary Cake Cutting or Dessert Station Set-Up

Regular and Decaffeinated Coffee, Assorted Herbal Teas

Banquet Tables and Chairs

Dance Floor

Banquet Staff & One Bartender

White or Ivory Linen

\$130 Per Person, Plus Service Charge & Tax



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Gold Package

One Hour Reception with Choice of Three Tray-Passed Hors D'oeuvres

and One Hour of Unlimited House Brand Liquors

One Hour Tray-Passed Wine and Champagne During Reception

Fruit Infused Water Station

Two-Course Plated or Buffet Dinner

Champagne & Cider Toast

Complimentary Cake Cutting or Dessert Station Set-Up

Regular and Decaffeinated Coffee, Assorted Herbal Teas

Banquet Tables and Chairs

Dance Floor

Banquet Staff & One Bartender

White or Ivory Linen

Bridal Suite

\$165 Per Person, Plus Service Charge & Tax



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Diamond Package

One Hour Reception with Choice of Four Tray-Passed Hors D'oeuvres

and One Hour of Unlimited Call Brand Liquors

One Hour Tray-Passed Wine and Champagne During Reception

Fruit Infused Water Station

Two-Course Plated or Buffet Dinner

Champagne & Cider Toast

Complimentary Cake Cutting or Dessert Station Set-Up

Late-Night Snack to Include Choice of Slider Bar or Street Taco Station

Regular and Decaffeinated Coffee, Assorted Herbal Teas

Banquet Tables and Chairs

Dance Floor

Banquet Staff & Two Bartenders

White or Ivory Linen

\$195 Per Person, Plus Service Charge & Tax



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Hors D'oeuvres



Cucumber Cups with Roasted Red Pepper Hummus and
Chef Blend Microgreens

Roasted Pepper Hummus, Sauteed Wild Mushrooms, Kale,
Pine Nuts on a Crostini

Esquites, Tajin, Chili Pearls, Cotija Cheese on a Corn Chip

Bacon and Onion Marmalade with Brie on a Crostini

Sesame Crusted Tuna with Spicy Aioli

Crispy Risotto Bites Arrabbiata Sauce

Carrot Ginger Soup Shooter

Vegetarian Mushroom Wellington

Vegetable Curry Samosa

Seared Ancho Filet, Shaft Blue Cheese, Caramelized Onions,
Pine Nuts, Herbed Crostini

Gaufrette Potato with Pastrami Smoked Salmon

Vegan Thai Spring Roll with Chili Dipping Sauce

Tandoori Chicken Satay with Yogurt Garlic Sauce
Mini Phyllo Shepherds Pie



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Salads



Wild Arugula Salad with Radicchio, Shaved Fennel,
Spiced Apples, Spicy Bacon, Candied Pecans,
Crumbled Gorgonzola, Honey and White Wine Dressing

Roasted Maple Butternut Squash Salad with Pumpkin
Seeds, Farro, Goats' Cheese, Watercress, Pomegranate
Seeds, Pomegranate Vinaigrette (VEG/GF)



Roasted Gold and Candy Striped Beets, Red Oak
Lettuce, Toasted Pine Nuts, Goat Cheese, Micro Basil,
Dark Balsamic Vinaigrette, Herb Oil (VEG)

Garden Greens with Carrot, Cucumber and Tomatoes,
Balsamic (V) or Ranch Dressing (VEG)



Classic Caesar Salad with Chopped Romaine, Shaved
Parmesan and Garlic Butter Croutons, Caesar Dressing



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Entrees

Select One Protein with Vegetarian Alternative:

Coconut Curry Seared Cauliflower with Rainbow Chard, Carrot, Madras Curry (V/GF)

Roasted Spaghetti Squash, Quinoa Ratatouille, Tuscan Kale, White Spanish Beans, Seared King Oyster Mushroom, Herb Oil (V/GF)

Roasted Atlantic Salmon, Seared Baby Bok Choy, Forbidden Black Rice, Citrus Miso Sauce, Crispy Capers

Roasted Striped Bass, Garlic Potato Puree, Jumbo Asparagus with Saffron Yuzu Cream Sauce

Mary's Free-Range Roasted Chicken, Fennel Potato Puree, French Green Beans, Cipollini Onions, Black Peppercorn Brandy Reduction

Seared Chicken Breast, Charred Heirloom Carrots, Lemon and Garlic Broccolini, Saffron and Herb Risotto, Pesto, Caprese Relish (GF)

Smoked and Braised Short Ribs, Stone Ground Grits, Glazed Baby Carrots, Tomato Demi-Glace (GF)

Seared Tenderloin of Beef, Creamy Polenta, Planet Carrots, Haricot Vert, and Black Garlic Demi-Glace (GF)



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Buffets

Includes Iced Tea, Water, Regular and Decaffeinated Coffee and Assorted Herbal Teas.
Limit two hours of service.

Choice of One Salad:

Garden Greens with Carrot, Cucumber and Tomatoes, Balsamic or Ranch Dressing
Classic Caesar Salad with Chopped Romaine, Shaved Parmesan and Garlic Butter
Croutons, Caesar Dressing

Choice of Two Entrées :

Herb Crusted Red Cabbage with Crispy Chickpeas, Lemon Garlic Yogurt Sauce (VEG)
Miso Glazed Oyster Mushrooms with Hot Sesame Oil, Green Onion and Fried Garlic (V)
Mary's Free-Range Roasted Chicken, Black Peppercorn Brandy Reduction (GF)
Herb Roasted Chicken Breast, Tuscan Sun Dried Tomato Cream Sauce (GF)
Baked Salmon, Yuzu Beurre Blanc (GF)
Roasted Local Sea Bass, Lemon Basil White Wine Sauce (GF)
Smoked and Braised Short Ribs, Tomato Demi-Glace (GF)

Choice of Two Sides:

Garlic Mashed Potatoes
Lemon and Herb Rice Pilaf (GF/VEG)
Oyster Mushroom Risotto (GF/VEG)
Roasted Brussel Sprouts with Balsamic Glaze,
Cranberries and Bacon
Caramelized Baby Carrots (GF/VEG)
Sautéed Garlic French Beans (GF/VEG)

Artisan Rolls & Butter



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HOSTED BAR PACKAGES

	House	Call	Premium
	House Liquor House Wines Imported Beers Domestic Beers Soft Drinks	House Liquor House Wines Imported Beers Domestic Beers Soft Drinks	House Liquor House Wines Imported Beers Domestic Beers Soft Drinks
1 Hour	\$20 per person	\$25 per person	\$30 per person
2 Hours	\$25 per person	\$30 per person	\$35 per person
3 Hours	\$30 per person	\$35 per person	\$40 per person
4 Hours	\$35 per person	\$40 per person	\$45 per person
5 Hours	\$40 per person	\$45 per person	\$50 per person

*price is for each guest attending your event that is over the age of 21

Call Liquor

Tito's® Vodka
Cazadores® Blanco Tequila
Jack Daniel's® Tennessee Whiskey
Jameson® Irish Whiskey
Tanqueray® Gin
Bacardi® Silver Rum
J&B® Scotch

Premium Liquor

Grey Goose® Vodka
Don Julio® Blanco Tequila
Maker's Mark® Kentucky Bourbon
Red Breast® Irish Whiskey
Bombay Sapphire® Gin
Johnny Walker® Black
Glenlivet® Founders

Bar Service

Premium | \$15 per drink

Grey Goose® Vodka
Don Julio® Blanco Tequila
Maker's Mark® Kentucky Bourbon
Red Breast® Irish Whiskey
Bombay Sapphire® Gin
Johnny Walker® Black
Glenlivet® Founders

Call | \$12 per drink

Tito's® Vodka
Cazadores® Blanco Tequila
Jack Daniel's® Tennessee Whiskey
Jameson® Irish Whiskey
Tanqueray® Gin
Bacardi® Silver Rum
J&B® Scotch

Beer/Seltzer | \$10 per bottle

Craft: Firestone 805®, Lagunitas IPA®,
Stella Artois®, Blue Moon®

Imported | \$9 per bottle

Corona®, Heineken®, Pacifico®,
Modelo®, Dos XX®

Domestic | \$8 per bottle

Coors Light®, Miller Lite®, Michelob Ultra®,
Golden Road Mango Cart®, Truly® Berry

Premium Wine

Selection of Pasqua Proseccos and J. Lohr
Varietals
\$15 Per Glass
\$75 Per Bottle

House Wine

Selection of Veuve Devienne Sparkling
Wines and
Shaw Organic Varietals
Opia Non-Alcoholic Chardonnay
\$12 Per Glass
\$60 Per Bottle

Custom Mocktails

\$8 each

Assorted Coke® Products

\$4 each

Assorted Fruit Juices

\$4 each

Bottled Sparkling Water

\$5 each



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Wine List

Sparkling

Jacquart Brut Mosaïque, NV, France | \$98 per bottle
Drappier Carte d'Or Brut, NV, France | \$121 per bottle
Veuve Clicquot Yellow Label Brut, NV, France | \$235 per bottle

White

Whitehaven Sauvignon Blanc, 2021, New Zealand | \$70 per bottle
Raeburn Chardonnay, 2021, Russian River Valley | \$75 per bottle
Balletto Sauvignon Blanc, 2021, Russian River Valley | \$80 per bottle
Livio Felluga Pinot Grigio, 2021, Italy | \$85 per bottle
Chateau De La Roche, 2021, France | \$89 per bottle
Stags Leap Aveta Sauvignon Blanc, 2021, Napa | \$90 per bottle
Atmosphere Sancerre, 2022, France | \$92 per bottle
Pascal Jolivet Blanc Fumé, 2020, France | \$105 per bottle
Cloudy Bay Sauvignon Blanc, 2022, New Zealand | \$112 per bottle
Trefethen Chardonnay, 2020, Napa | \$118 per bottle

Rose

Bethel Road (Organic), 2021, Paso Robles | \$85 per bottle
Lobo, 2020, Napa | \$85 per bottle



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Wine List

Red

Inception Cabernet Sauvignon, 2018, Paso Robles | \$70 per bottle
Gaia Malbec (Organic), 2019, Argentina | \$80 per bottle
Raeburn Pinot Noir, 2021, Russian River Valley | \$85 per bottle
J. Lohr Hilltop Cabernet Sauvignon, 2020, Paso Robles | \$90 per bottle
Le Vigne Merlot, 2019, Paso Robles | \$90 per bottle
The Big Easy Red Blend, 2019, Santa Barbara | \$95 per bottle
Falcone Cabernet Sauvignon, 2020, Paso Robles | \$105 per bottle
Glaetzer Bishop Shiraz, 2018, Australia | \$105 per bottle
Louis M. Martini Cabernet Sauvignon, 2019, Napa | \$145 per bottle
JUSTIN Isosceles Bordeaux Style Blend, 2019, Paso Robles | \$189 per bottle
Nickel and Nickel Cabernet Sauvignon, 2019, Napa | \$255 per bottle

Minimum orders and lead times apply



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Details

Booking Confirmation

USC Private Events & Conferences requires a signed catering agreement and an approved method of payment on file in order to confirm your event.

Deposit and Payment

We require a 25% deposit for non-university groups or for those groups paying by credit card, check, or ACH wire transfer. We do not accept cash or personal checks.

Food & Beverage

All food and beverage that is to be served within our venues must be supplied and or prepared by USC Private Events & Conferences. No food or beverage of any kind will be permitted to be brought into any banquet/meeting room by any attendee. Our policy also strictly prohibits the removal of food from any catered function by any attendee.

Menu Selection

Menu selection and set-up requirements must be completed thirty (30) days prior to arrival.

Final Guarantee

At least five (5) business days before your event, you must inform us, in writing, of the exact number of people who will attend your event. The arrangements set forth on the BEO will serve as the final arrangements for your event. We will not serve more than 3% more than this guaranteed minimum. Final guarantee is not subject to reduction.

Service Charge and Tax

A service charge of 23% will apply to all event revenues. Sales tax in effect on the date of your event, currently 9.5%, will also apply.

Town & Gown Preservation Fee

The Town and Gown Preservation Fund has been established to support the upkeep of this historic Trojan family jewel. There is a mandatory fee of \$500.00 per booking in this location.



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Catering & Event Policies

Wedding Coordinator

Service of a professional wedding coordinator are required for all wedding ceremonies and receptions held at USC at the client's expense. Please refer to the list of referred professionals for suggestions.

Outside Vendors

You may work directly with the florist, photographer or entertainer of your choice. We can provide a list of recommended vendors upon request. We will ask for contact information for your vendors to coordinate set-up time parameters. All vendors must provide a certificate of insurance naming the University of Southern California as additional insured. For further information, please see Insurance.

Room Configurations

Available room configurations are based on the capacity and furniture needs for the event or meeting being requested.

Audio Visual

USC Private Events & Conferences is the exclusive provider of Audio Visual equipment and services in all USC Private Events & Conferences operated venues. Outside Audio Visual equipment or services are not permitted to be brought into our facilities without written pre-approval. Live bands and DJs are permitted, however, your entertainment vendor must provide their own amplified sound.

Parking & Campus Access

USC Private Events & Conferences will be happy to facilitate your parking reservation and campus access. All efforts will be made to secure parking for your group in a structure that is close to your event site. Parking will be added to the final bill and applicable service charges will apply. Parking is governed by USC Transportation. Fees are subject to change. Please adhere to all parking rules and regulations while parking on the USC campus. USC Private Events & Conferences is not liable for any fines or citations incurred.



Catering & Event Policies

Decorations, Banners, Displays & Signage

Banners or display items may not be affixed to any stationary wall, floor, or ceiling with nails, staples, or tape unless approved. No stakes are permitted in outdoor areas. Damage that is incurred from the aforementioned items will be charged to final bill. Any personal property of guests or exhibitors brought onto the premises either prior to or following the event, are at sole risk of the guests and USC shall not be liable for any loss or damage to the property for any reason.

Prohibited Items

Use of glitter, confetti, fog machines, bubble machines, incendiary devices and pyrotechnics in USC Private Events & Conferences venues are strictly prohibited. The university is committed to promoting a healthy, safe and comfortable environment for all students, faculty, staff and visitors. As of January 10, 2017, smoking is prohibited in all indoor and outdoor facilities on university owned and leased property with no exception, including within vehicles parked on those properties.

Insurance

Non-USC clients must submit a Certificate of Insurance to USC Private Events & Conferences at least three (3) business days prior to arrival. The certificate must include:

- The University of Southern California as additional insured
- Policy dates covering the period of your event
- Minimum coverage as specified in your USC Private Events & Conferences catering agreement

A Certificate of Liability Insurance for special events in an institution-owned facility can be purchased through URMIA TULIP PLUS.

Instructions on how to use the TULIP program to obtain a quote and purchase insurance for your event.

If your event involves any of the Ineligible Hazards and Activities, please contact USC Private Events & Conferences directly and we will work with USC Risk Management to determine what kind of additional approvals and event coverage is needed.



FAQs

How long is the venue rental for?

The rental is for 8 hours and includes set-up and event time. Three hours are for set-up and six hours for event time.

May I purchase additional hours to extend my event?

Yes, you can purchase additional set-up hours at \$250 an hour. You can purchase additional event hours at \$800 an hour. Events can not go later than 1:00 AM in Town and Gown.

Are you able to provide Kosher and Halal Meals?

Yes, we are able to provide Kosher and Halal meals with two weeks notice. The meal includes a salad, chef's choice of entree and dessert. They are \$95 per meal with a delivery fee of \$60.

Do you offer children's meals?

Yes, we can provide a children's meal for children under the age of ten. They are \$35 each and include Chicken Tenders with Ranch Dip, Fruit Cup, Tater Tots, Carrot Sticks and Lemonade.

Are you able to provide vendor meals?

Yes, we can provide vendor meals at a cost of \$35 a meal. If your vendors have dietary restrictions we ask that you let us know two weeks in advance.

Are we able to bring in our own Champagne or Wine?

Yes, you can bring in your own Champagne or Wine with prior approval from the Catering Sales Manager. There is a \$30 corkage fee per opened bottle.

Can we have the USC Marching Band at our event?

Of course! If you are interested in booking the band you can submit an inquiry online at <https://uscband.usc.edu/hire-the-band/>

