

## Calamigos Conference Center at the Los Angeles Equestrian Center



Located within the quiet and secluded Griffith Park area, Calamigos Conference center is the ideal setting for meetings, conferences, and trade shows for 100 - 5000 attendees.

- Three spacious ballrooms accommodate up to 500. Theatre style seating up to 1,000. Adjacent private patios, gardens, and waterfalls.
- Two ballrooms feature flexible airwalls.
- Outdoor semi-enclosed 'Equidome' arena for trade shows and large groups. Permanent arena seating of 3,500.
- 2 manicured grass fields for outdoor tented conference and/or team building activities.
- In-house food and beverage catering with healthy gourmet choices. Breakfast, lunch, dinner, & cocktail mixers. Premium bar.
- Packages begin at \$75 per person for a 100 person minimum, based on eight (8) hours. Groups less than 100 require a room set-up fee.
- Major hotels nearby.
- 5 minutes from Bob Hope Burbank Airport.

### Included in each package

- ✓ One Conference room
- ✓ Wireless Internet access
- ✓ Conference coordinator
- ✓ Separate dining area
- ✓ Continental breakfast
- ✓ Lunch buffet
- ✓ Breaks with unlimited snacks and refreshments
- ✓ Banquet and dining tables with linens
- ✓ Chiavari chairs
- ✓ Riser with Podium
- ✓ Ample parking

## CONFERENCE RATES

**Rates are based on an eight (8) hour conference  
for a 100 person minimum**

**Calamigos Conference Standard Package rate: \$75 per person**

**Calamigos Conference Upgraded Package rate: \$85 per person  
(Upgrade packages offer a choice of an upgraded lunch menu)**

Each conference package *includes* a Conference Coordinator, a member of the Calamigos staff to serve as liaison to ensure in advance of the conference that all details, set-up, menus, and staffing will be executed according to your desired plans.

### Additional Fees

**Breakout Rooms - Each additional room: \$500 for 8 hours**

**Conference Director (Day of): \$500 / 8 hours per room**

Present in the conference setting throughout the day to ensure everything runs smoothly. A “go to” person to facilitate needs which arise in the moment. Acts as liaison with the chef for meal timing and any necessary adjustments.

**Banquet Server: \$250 / 8 hours**

Oversees the breakfast and lunch buffets, as well as setting up snacks and refreshments. Recommended one (1) per 100 people.

### For Cocktail Party service:

**Server / Busser (1 per 50 people): \$125**

**Bartender (1 per 100 people): \$300**

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**Note: All Audio/Visual equipment is supplied by the client.  
Calamigos preferred A/V vendor list is available upon request.**

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### Payment Terms

A non-refundable reservation deposit of \$3,000 is required to hold conference date(s).

The balance of conference total is due 10 days prior to the conference start date.

If booking 10 days in advance or less, full payment is required.

Conference rates are subject to a 20% service charge and current California state sales tax for all conference services. Overtime charges apply after eight (8) hours.

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## Ballrooms

### Equestrian Grand Ballroom and Garden Terrace



- Flexible space with four (4) airwalls for quadrant divisions
- Accommodates 500 – 1,000, depending on set-up style
- Separate entrances for each quadrant
- Wireless Internet
- Garden Patio dining for 200 / Ideal for Cocktail Mixer
- Adjacent side patio for 200 additional dining / Ideal for Cocktail Mixer
- Windows and light on three sides with ability to dim, as needed

**The Equestrian Ballroom divides into four (4) sections.  
Below are the dimensions of the complete room,  
as well as each separate section.**

<u>Room</u>	<u>Dimension</u>	<u>Sq Ft</u>	<u>Banquet</u>	<u>Theater Seating</u>
Ceiling Height: 9' and 10.5'				
Equestrian 1-2-3-4	70' x 87'	6,391	500 people	1000 people
Equestrian 1	41' x 43'	1,763	130 people	260 people
Equestrian 2	36' x 43'	1,548	120 people	250 people
Equestrian 3	34' x 44'	1,496	120 people	250 people
Equestrian 4	36' x 44'	1,548	120 people	250 people
Garden Terrace	62' x 38'	2,170	200 people	
Adjacent Patio	110' x 20'	2,200	200 people	

## Grand Prix Room and Garden Terrace



- Flexible space with three (3) airwalls for divisions
- Accommodates up to 800 for theater style seating
- Separate entrances for each room third
- Wireless Internet
- Garden Patio dining for 200.

**The Grand Prix Room divides into three (3) sections.  
Below are the dimensions of the complete room,  
as well as each separate section.**

Room	Dimension	Sq Ft	Banquet	Theater Seating
Grand Prix A-B-C	126' x 43'	4,902	380 people	800 people
Grand Prix A	40' x 43'	1,720	140 people	275 people
Grand Prix B	38' x 43'	1,634	120 people	265 people
Grand Prix C	36' x 43'	1,548	120 people	265 people
Garden Terrace	70' x 40'	2,800	200 people	

**The Presentation Room is attached to the Grand Prix Room  
and can be used for a separate function, if needed, or is ideal for a  
conference office space.**



- Entrance from Grand Prix Room
- Separate entrance from the outside

Room	Dimension	Sq Ft	Banquet	Theater Seating
Presentation Room	28' x 28'	784	40 people	80 people

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## Polo Room and Patio Terrace



- Accommodates 300 for theatre seating / 250 for banquet dining
- Ideal for Cocktail Mixers
- Wireless Internet
- Patio dining for 160
- French doors and windows provide ample natural light

Room	Dimension	Sq Ft	Banquet	Theater Seating
Polo	80' x 428'	2,240	250 people	300 people
Patio Terrace	123' x 24'	2,952	200 people	

## Little White House



- Rear patio accommodates 350 theatre style seating / 200 for banquet dining
- Interior perfect for small quiet meetings or office space / flexible set-up
- Front and rear entrances to and from the House
- Separate side entrance for rear patio

Room	Dimension	Sq Ft	Banquet	Theater Seating
LWH Interior	27' x 25'	675		
LWH Rear Patio	70' x 52'	3,640	200	350

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## Equidome Arena



- Built for the 1984 Olympic World Games
- 45,000 square foot semi-enclosed arena with high vaulted permanent roof
- Permanent arena seating for 3,500
- Arena floor accommodates additional 10,000 for Theatre style seating
- Arena floor accommodates over 3,000 for 60” round banquet dining
- Packed dirt floor / available upgrade to astroturf
- Large space for Trade shows exhibits
- Multiple entrances
- Exterior walkway and patio ideal for food court, additional vendors, and more
- Restrooms conveniently located around the building

Room	Dimension	Sq Ft	Banquet	Theater Seating
Equidome	237' x 325'	77,025	4,500	13,500 total
Arena Floor	150' x 300'	45,000	3,460	10,000
Spectator Seating			1,040	3,500

\*(Spectator seating can be removed and replaced with platforms for Banquet tables)

## Cricket Field



- 5 acre open grass field with manicured lawn
- Perfect for tented open air conferences
- Ideal for outdoor activities as supplement to indoor conferences
- Beautiful view of surrounding mountains
- Quiet and secluded

## Hunt Field

Hunt Field is another 2.5 acre manicured grass lawn available for outdoor tented conferences or team building activities.



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## Every Conference package features the following:

### Ultimate Continental Breakfast

Assorted Bagels with a variety of cream cheeses, smoked salmon & capers  
Fresh baked Sweet rolls, Muffins & Croissants  
Hard Boiled Eggs  
Yogurts: Whole milk, Greek, and Lowfat  
Granola with Lowfat milk  
Fresh cut seasonal fruit platter  
Bananas, Apples & Oranges

\* Upgrade Breakfast Menu available upon request \*

### **Beverages - All Day**

Coffee, Decaf & Hot Tea  
Bottled Water  
Orange Juice  
Iced Tea & Lemonade  
Soft Drinks

\* Upgrade Beverage Menu available upon request \*

### **Mid Day Snack**

Fresh Fruit, Dried Fruits, Granola Bars & Assorted Candies



## **Calamigos Classic Buffet Lunch**

**(Part of the \$75 per person package)**

### **Caesar Salad**

Crisp romaine lettuce, freshly grated parmesan, rustic croutons, tossed with our homemade eggless creamy Caesar dressing

**- OR choose -**

### **Calamigos Signature Field Green Salad**

Mixed field greens, chopped walnuts, dried cranberries, crumbled goat cheese, tossed in our own light balsamic vinaigrette

### **Grilled Chicken Breast**

Juicy savory chicken breast served in a light white wine Beurre Blanc sauce

### **Sides**

Red roasted potatoes with fresh rosemary & honey chipotle glazed carrots

### **Goat Cheese Ravioli**

Vegetarian ravioli served in a sun-dried tomato, shitake mushroom cream sauce

**- OR choose -**

### **Eggless Pasta Primavera**

Vegan eggless penne pasta in our homemade rich Roma tomato & basil sauce

### **Baked Goods Dessert Platter**

Freshly baked cookies and brownies topped with seasonal berries

**- OR choose -**

### **Seasonal Fresh Fruit Salad Platter**

Mixed fruit salad featuring in-season fruits and a side of homemade butter cookies



## **Upgrade Buffet Lunch Menu 1: Fresh Fare**

**(Part of the \$85 per person package)**

### **Calamigos Original Chopped Salad**

Chopped red leafed greens, hearts of palm, pine nuts, tomatoes & avocado, tossed in our homemade shallot vinaigrette

**- OR choose -**

### **Mediterranean Tabouli Pomegranate Salad**

Fresh cooked wheat bulgur, chopped parsley, garlic, onion, olive oil, lemon, white wine vinegar, and featuring our unique twist of whole pomegranate seeds

### **Tilapia Al Vesugo**

Pan sautéed tilapia, served on a bed of spinach with a crispy garlic & a citrus butter sauce

### **Herb Roasted Chicken**

Plump chicken breast, stuffed with artichoke hearts, fresh herbs & cheeses, and served in a light creamy artichoke sauce

### **Brussels sprouts**

Roasted & sautéed, with queso fresco, and dressed in a ponzu glaze

### **Eggless Pasta Primavera**

Vegan eggless penne pasta in our homemade rich Roma tomato & basil sauce

### **Dessert**

Real raspberry sorbet topped in raspberry sauce, with our freshly baked chocolate dipped triangle butter biscuit cookie

**- OR choose -**

### **Seasonal Fresh Fruit Salad Platter**

Mixed fruit salad featuring in-season fruits and a side of homemade butter cookies

## Upgrade Buffet Lunch Menu 2: Fresh Fare 2

(Part of the \$85 per person package)

### Garden Harvest Salad

A variety of baby lettuces with feta cheese, cherry tomatoes, sliced cucumbers and mango, tossed in a fresh shallot vinaigrette

- OR choose -

### Calamigos Original Chopped Salad

Chopped red leafed greens, hearts of palm, pine nuts, tomatoes & avocado, tossed in our fresh shallot vinaigrette

### Avocado Burrata Toast

Thick sourdough bread topped with creamy melted burrata cheese, avocado, heirloom tomatoes and fresh basil, and a balsamic glaze

### Grilled Vegetable Platter

Grilled asparagus, red & gold bell peppers, yellow squash, zucchini, roasted red potatoes, with a side a savory sweet roasted red pepper cream sauce

### Chicken Skewers

Grilled marinated chicken breast chunks, with red & green peppers, onions, and glazed with lemon, fresh rosemary and olive oil

### Lemon Sorbet

Fresh lemon sorbet served with a ginger snap

- OR choose -

### Seasonal Fresh Fruit Salad Platter

Mixed fruit salad featuring in-season fruits and a side of homemade butter cookies

### **Upgrade Buffet Lunch Menu 3: Gourmet Boxed Lunch**

**(Part of the \$85 per person package)**

All selections are served with fresh rolls & butter, homemade potato chips, and freshly baked chocolate chip cookies

Participants can choose from among the following –

#### **Classic Roast Beef Sandwich**

Fresh baked sliced roast beef on a French roll, side of Dijon mustard and mayo, served with mixed field greens and balsamic vinaigrette

#### **Herb Roasted Turkey Sandwich**

Sliced herbed turkey on a French roll, side of Dijon mustard and mayo, served with mixed field greens and Italian dressing

#### **Tuna Wrap**

Old fashioned tuna salad with mayonnaise, chopped celery and onions, chopped romaine in a spinach tortilla and a side of mixed field greens with Italian dressing

#### **Grilled Vegetable Sandwich**

Savory grilled vegetables on a French roll with olive oil glaze, served with a side of mixed greens and balsamic vinaigrette

#### **Ahi Tuna Salad**

Fresh seared ahi tuna with mixed field greens, sliced cucumber, avocado & mango, and a side of tangy ponzu dressing

#### **Grilled Chicken Salad Mexicano**

Chopped chicken breast, mixed greens, tortilla strips with a side of chili-lime vinaigrette

#### **Thai Chicken Noodle Salad**

Marinated chopped chicken breast, Asian noodles, mango & herbs, tossed in a light savory-sweet Thai dressing

#### **Chicken Caesar Salad**

Chopped chicken breast, crisp romaine lettuce, freshly grated parmesan, rustic croutons, with a side of our homemade eggless creamy Caesar dressing



If you wish to host a Cocktail Party as part of your conference event, we offer a variety of packages, including a premium bar. The following is a comprehensive selection of our delectable cocktail hors d'oeuvres.

### **Stationary Hors D'oeuvre Platters**

**\$325 per platter / Each platter serves 50 people**

**Server / Busser (1 per 50 people): \$250**

#### **Grilled Vegetable Platter**

Grilled seasonal vegetables, herb-garlic roasted red bliss potatoes, roasted red & gold bell peppers, carrots & zucchini brushed with balsamic & herb glaze, and served with a roasted red bell pepper cream sauce

#### **Brie En Croute**

Imported Brie topped with brown sugar, toasted walnuts, and sliced granny smith apples wrapped in a flaky puff pastry and baked until golden brown.  
Served with gourmet crackers

#### **Smoked Salmon Torta**

Layers of mascarpone & cream cheese, smoked salmon, capers, lemon zest, diced red onions & fresh dill, served with baguette slices

#### **Hand-breaded Calamari**

Fresh calamari, lightly breaded, and served with a jalapeño aioli sauce, homemade marinara sauce, and lemon wedges

#### **Artichoke Spinach Dip**

A creamy blend of artichoke and spinach, served warm with assorted gourmet crackers and crostini

#### **Roma Tomato Bruschetta**

Chopped roma tomato with fresh basil and garlic, served with plain toasted and ricotta-topped crostini

#### **Sun-dried Tomato Torta**

Layers of mascarpone & cream cheese, sun-dried tomato pesto, and French basil pesto, served with assorted gourmet crackers

#### **Imported & Domestic Cheese Platter**

An assortment of rich and savory domestic & international cheeses, served with gourmet crackers

#### **Fresh Fruit Platter**

An array of beautifully displayed freshly cut seasonal fruit

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## Tray Passed Hors D'oeuvres

(Minimum of Three Selections)

**\$4.25 per person per selection / Unlimited service for one hour**

**Server / Busser (1 per 50 people): \$250**

### **Caribbean Beef Skewers**

Tender grilled filet, marinated in jerk sauce, and served with a fresh mango salsa

### **Coconut Shrimp**

Lightly breaded and fried jumbo shrimp, served with a mango cream sauce

### **Pear and Brie Quesadillas**

Freshly sliced pear and melted brie in bite sized quesadillas, served with a fresh mango salsa

### **Ahi Tuna on Wonton Crisp**

Thinly sliced seared ahi tuna, served on a crisp wonton and garnished with a light wasabi cream sauce

### **Chicken Potstickers**

Asian-style chicken potstickers, tossed in a light soy ginger sauce

### **Crispy Crab Cakes**

Bite-size sweet Dungeness crab cakes, served with a lemon parsley caper aioli dipping sauce

### **Roma Tomato Bruschetta**

Chopped roma tomato and garlic, served on a ricotta crostini, topped with a chiffonade of basil

### **Stuffed Mushroom Caps**

Marinated and baked mushroom caps, stuffed with vegetarian filling

### **Spanakopita**

Light flaky phyllo dough stuffed with spinach & cheese and baked until golden brown

### **Baked California Goat Cheese**

Melted goat cheese with fresh basil pesto on toasted olive rounds

### **Grilled Basil Shrimp Skewers**

Large grilled pacific shrimp, skewered & drizzled with an Asian-style vinaigrette, garnished with a chiffonade of basil & chopped peanuts

### **Beef Lemongrass Cocktail Meatballs**

Tender bite sized meatballs, made lemongrass, onion and garlic, sautéed in an Asian glaze

### **Vegetable Gyozas**

Pan-fried, Asian dumplings, stuffed with chopped vegetables, and served with a ponzu dipping sauce

### **Asian Style Shrimp Rolls**

Asian style rolls, stuffed with marinated shrimp, cabbage, and green onions, roasted red peppers and served with a ponzu dipping sauce

### **Handmade Vegetable Empanadas**

Spanish style puff pastry, stuffed with zucchini, yellow squash, carrots, corn, green onions, and cilantro and served with a roasted red bell pepper sauce

### **Pork & Smoked Mozzarella Quesadillas**

Thinly sliced roast pork, smoked mozzarella, avocado & caramelized apples in bite sized quesadillas, served with a fresh mango salsa

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## CONFERENCE COCKTAIL BAR PACKAGES

**Bartender (1 per 100 people): \$300**

**Package 1: One Hour of Hosted Wine, Sparkling Wine, and Beer**

Features our House Chardonnay and Cabernet Sauvignon, Sparkling wine,  
and a variety of Domestic Beers, Soft Drinks & Juices

\$10 per person



**Package 2: One Hour of Hosted Premium Full Bar**

Includes Premium Spirits, Liqueurs, Cordials, Mixers & Garnishes,  
as well as our House Chardonnay and Cabernet Sauvignon, Sparkling Wine,  
and a variety of Domestic and Imported Beers, Soft Drinks & Juices

\$18 per person



**Second Hour of Hosted, Wine, Sparkling Wine & Beer: \$5.00 additional per person**

**Second Hour of Hosted Premium Full Bar: \$10.00 additional per person**