



LEAHI ROOM & LANAI  
Beverage

# BEVERAGE & FOOD FAQ

\*Prices & menu mentioned below may change without notice\*

## **Can we request to have items that are not listed on the bar menu?**

Yes. Depending on the item, you will be required to purchase per case.

## **Can we bring in outside alcohol?**

NO. Host is responsible for the guest's conduct. Should staff witness consumption of any outside alcohol (other than where the corkage fee has been paid) this may result in additional penalties, up to and including additional fees and the early conclusion of your event.

Unopened bottles of wine can be brought in for a corkage fee of \$30 per bottle (based on a 750mL bottle). All beer and spirits must be purchased through The Leahi Room & Lanai.

## **Can our guests order drinks from the restaurant bar at Deck.?**

NO. Even though Deck is located right next door, their bar is a separate business, and therefore holds a separate liquor license. Beverages purchased from the restaurant bar cannot be brought into the Leahi Room & Lanai.

## **Does cash bar(guest paid tabs) purchases count towards the food and beverage minimum?**

Yes.

## **Can I order a buffet for only a portion of my guests?**

No. All buffet-style meals will be ordered based on your final guest count, finalized seven days prior to your event.

Minimum of 25 people is required for all buffets. Buffets are not "all-you-can-eat" and are portioned per-person. Buffets will be set for 90 minutes. No leftover buffet food items may be taken from the premises.

## **Can you accommodate dietary restrictions?**

Special dietary restrictions must be requested within thirty (30) days of the event. Any requests made after this deadline will be accommodated as best as possible but may not be guaranteed.

## **Can we have outside food?**

No. All food is to be provided by our in-house culinary team. We do allow outside desserts and/or pastries as long as they are made in a commercial bakery. The venue will not be responsible for the plating of any outside dessert (dessert platters available to rent from \$10 a platter).

## **Can I take home leftover food from my buffet?**

No. Leftover food cannot be removed from the premises in accordance with Hawaii Department of Health Food Safety Guidelines.

## **How long will my buffet be open?**

Raw food items will be available on the buffet for 90 minutes, while fully cooked items will be kept out for up to two hours.

## **Can the venue cut our cake if we bring one in from outside bakery?**

Yes. We can arrange to have our chef cut and plate your bakery-made cake for a fee of \$50+tax.

## **When is the final guest count due?**

Final guest count is due seven days prior to your event date. Any changes to your food order within seven days of your event date cannot be accommodated. Should your guest count decreases within seven days of your event, you will still be responsible for payment based on your initial confirmed guest count.

For example:

The final guest count is confirmed to be 50, seven days prior to your event. Should that number decrease to 40 guests the following day, you will still be responsible for payment based on the original guest count of 50.

# BANQUET BAR

**\*selection may change without notice, due to local brand changes and shipment issues to the island\***

## Canned Beer

Maui Brew Bikini Blonde  
Kona Brewing Gold Cliff IPA  
Heineken  
Corona Extra  
Sapporo  
\*Zero Alcohol Beer available upon request  
\*Seltzers available upon request

**\$8**

## Deck. Signature Cocktail

**\$18**

Mai Tai  
Lilikoi Margarita

## Glass Wine I Mimosa

**\$12**

Sparkling  
Sauvignon Blanc  
Chardonnay  
Pinot Noir  
Cabernet Sauvignon  
\*Champagne bottles available upon request

## Custom-Made Signature Cocktail \$50 Mixology Tasting Fee

Our in-house Mixologist will meet with you to create a personalized cocktail for your event!

Must be purchased by the gallon  
\$340 per gallon

## Well Spirits

**\$15**

Vodka  
Gin  
Tequila  
Rum  
Whiskey

## Bubbles for Toasting!

House Bubbles	\$50
Prosecco	\$55
Sparkling Rose	\$70
Moet et Chandon Imperial Brut	\$130
Veuve Clicquot Brut	\$160
Non-Alcoholic Bubbles	\$40

## Premium Spirits

Available Upon Request

**\$16 - \$19**

## Mocktail

**\$12**

## Soft Drink / Soda

**\$6**

Coffee per Gallon  
Assortment of Tea per Gallon  
Fruit Juice per Gallon  
POG/Orange/Guava/Pineapple

**\$90**

**\$90**

**\$90**



# VENUE FAQ

\*Prices mentioned below may change without notice\*

## What is included in the rental fee?

Tables, chairs, white linen, silverware, glassware, plates, satellite bar + staffing.

## Is a DJ allowed to perform on the lanai?

No. Due to the proximity of the Leahi Lanai to both residential buildings as well as hotel guest rooms, any amplified music (including a DJ or live band) must be set up inside the Leahi Room (ballroom). However, lounge level music (ex: solo artist, ukulele artist, etc.) is permitted to be performed on the lanai.

## Is there parking?

The hotel offers valet parking, which can be validated for a fee, but please note that parking is very limited and priority is given to the guests staying at the hotel. Therefore, we recommend that you park at the Honolulu Zoo across the street (\$1.50/hour) or street parking.

## Can I use only the lanai space for my event?

Yes. However, the rental pricing will not be affected.

## What time can I (the host) and/or vendors come in to set up?

We typically allow 2 hours prior to the start time of your event for set up and 1 hour after for breakdown. However, this may vary depending on previously booked events.

## Can we bring in our own decorations?

Yes. However, the venue is not responsible for clean up. The use of tape or other adhesives on walls, doors, furniture, carpets, flooring, or any other areas in the function space is prohibited. Please see your Event Manager for more information.

## Are balloon decorations allowed?

Yes. However, the vendor who set it up must come at the end of the event to either pick up or breakdown. Venue is not responsible for the popping of balloons and clean up. If you are responsible for breaking down of the balloon, please keep in mind of the rubbish associated with the popping. You will be responsible for the clean up.

## Are artificial flowers allowed for flower petal showers etc.

No. To be mindful of our surroundings and the island, we can only accept fresh flower petals. Centerpieces and arch decors are okay as they do not get affected with the wind.

## Does the venue provide entertainment?

No. However, you may hire your own outside entertainment vendors as long as they are insured. Please see some of our preferred vendor list.

## Does the venue provide any AV equipment?

Yes. You may choose to add our speaker package (EV EVOLVE 50 bluetooth speaker + 2 wireless, handheld microphones) for \$200+tax and/or our projector + dongle for \$88+tax. Any other AV equipment necessary may be brought in through outside vendors.

Please see our add-ons list available for you.

## Can we bring our dog to the event?

Yes. Fees will occur if "accidents" takes places on property.

\$125/pet (for up to two pets) \$500/event (for more than 2 pets)

If the event is okay with having their pet on the lanai throughout, there will be no additional pet fee and will remain as is.

# GUIDELINES

**\*Prices mentioned below may change without notice\***

## **SERVICE CHARGE & SALES TAX**

All food and beverage prices are subject to a 20% service charge. Hawaii General Excise Tax, currently 4.712%, will be added to all food, beverage, labor, service charge, and miscellaneous charges.

## **PRICING AND MENU AVAILABILITY**

Prices on the following menus are subject to change based on market fluctuations. All pricing will be confirmed ninety (90) days prior to your event. Total costs vary according to the menu selection & type of event.

## **DEPOSITS**

\$1000 non-refundable deposit required upon signing the contract. The \$1000 will be credited towards your final payment. Please also refer to the deposit schedule as it appears on the contract.

## **GUARANTEES**

Final food menu choices are required fourteen (14) days prior to event. A final guest count is required seven (7) business days prior to the event and may not be reduced thereafter. In order to provide exceptional service to your guests, the maximum overset for all meal functions is 5% over the guarantee. Please note that a minimum food and beverage amount is indicated in the catering agreement.

## **OVERTIME**

Functions must begin promptly at the scheduled start time and all guests must vacate the designated event space at the end time indicated on the final Banquet Event Order. For each hour of accrued overtime the below charges will be applied to your master account:  
\$500.00 for groups of 35 people or less, \$1,000.00 for groups of 36-100 people, \$1,500.00 for groups of 101-150 people, and \$2,000.00 for groups over 150 people.

## **SPECIAL REQUESTS**

Special dietary restrictions must be requested within thirty (30) days of the event. Any requests made after this deadline will be accommodated as best as possible but may not be guaranteed.

## **FOOD AND BEVERAGE**

All food and beverage must be purchased exclusively through Plan Do See and consumed in the designated function areas. Plan Do See is the only licensed authority to serve alcoholic beverages on the grounds to guests 21 and over, therefore outside alcoholic beverages (including those purchased from Deck.) are not permitted in the Leahi Room & Lanai.

## **KIDS MEALS**

Kids Meals are discounted at 50% off the regular buffet menu price for children 4 -12 years old; children 3 and younger will not be charged. This discount is not applicable if the \$26.00++ Kids Menu is chosen.

## **BUFFETS**

Minimum of 25 people is required for all buffets. Buffets are not “all-you-can-eat” and are portioned per-person. Buffets will be set for 90 minutes. No leftover buffet food items may be taken from the premises.