



LAGO

CUSTOM EVENTS

DO YOU REQUIRE A MINIMUM SPEND?

Yes, there are minimum spend requirements.
The day of the week, and time of year determine the minimum spend.
All minimums are to be met before tax, service fees, labor fees and some space rentals.
The minimum spend for May-October for Fridays and Sundays is \$20,000 for all spaces.
The minimum spend for May-October for Saturdays is \$25,000 for all spaces.
The minimum spend for Fridays and Sundays in November-April is \$15,000.
The minimum spend for Saturdays in November-April is \$20,000.

DO YOU HAVE A RENTAL FEE FOR YOUR SPACES?

Yes.
The Penthouse room rental is \$3,250.
The Riviera Ballroom room rental is \$1,000.
The Veranda including the tent rental is \$3,500.
The North Veranda not including tent rental is \$500.

WHAT DOES OR DOES NOT APPLY TO YOUR MINIMUM?

All items secured by Lago Custom Events such as food, beverage, ballroom and tent rental, lighting, sounds, AV, and decor rentals does go towards your minimum spend.
Labor, some examples of this include: bartender, coordinator, and breakdown crew.
The penthouse rental, hotel rooms, and valet do not go towards your minimum spend.

IS ADDITIONAL SECURITY REQUIRED?

For all penthouse events, yes.

DOES THE HOTEL OFFER DISCOUNT GROUP RATES?

Lago Custom Events and the Aloft Hotel are two separate companies who work on the same property. Amanda Taylor is the Director of Sales and would be able to assist in answering any questions pertaining to the hotel. She can be reached at: amanda.taylor@aloftclevelanddowntown.com or at (216).400.6473.

IS THERE A FEE FOR ON-SITE PARKING?

Yes, valet is available for transient guests. If you choose to cover the cost of your guest's valet parking, they do offer an agreed upon pricing that gets billed post event. Contact Chris Albu at: chris@asvparking.com to set up agreed upon valet pricing. There are other self-parking options in the area which range in pricing. There is also an attached garage with pricing starting at \$13.

DO YOU OFFER A BRIDAL SUITE?

Lago offers both bridal and groom suites located in the Riviera Ballroom (Section A+C). These spaces can accommodate up to 30 guests each. The room can be accessed as early as you want, and serviced starting at 9am. All personal items must be removed from the room by 3pm. All food and beverage must be ordered through Lago.

IS THERE A CUTTING FEE FOR BRINGING AN OUTSIDE CAKE?

Lago's East Bank and Shoreway package both include a cake from Wild Flour Bakery with no cake cutting fee. The only package which does not include a cake is the Off-Peak Package. If you choose to bring your own cake, Lago does not deduct the cake price from your package. Lago does not provide take home containers for cake or guest meals.

ARE OUTSIDE DESSERTS PERMITTED?

Homemade desserts are allowed! They must be pre-plattered and covered. Any desserts not homemade must be pre-approved by Lago.

HOW DO I GO ABOUT CONTACTING THE BAKERY TO SET UP MY CAKE TASTING?

Go to www.wildflourbakery.com and under the "weddings section", choose "book an appointment". This needs to be completed no earlier than 12 months out and no less than 6 months out from your wedding date.

IS THERE A FOOD TASTING?

Yes, we do host a food tasting six months from your contracted date. If you would like to host a tasting prior to booking that is available for \$40 per person.

WHAT IF SOME OF OUR GUESTS ARE VEGAN OR GLUTEN-FREE?

Lago can accommodate food allergies and dietary restrictions. Please provide Lago with the guest name, meal choice, dietary restriction, and table number prior to your wedding. Also make sure that their dietary restrictions are clearly marked on their escort card, along with their meal selection to help servers know which meal goes to which guest.

WHAT IS A DUET ENTREE?

A duet entrée is one entrée with two, 4oz. proteins on the same plate.

OUR WE ABLE TO PROVIDE OUR OWN LATE NIGHT FOOD?

No, we do not permit any outside food or beverage on property.

IS THERE AN ADDITIONAL COST FOR COCKTAIL HOUR?

No, the package includes either a 4 or 5-hour bar which starts with a 1 hour cocktail hour.

CAN WE CLOSE THE BAR TO EXTEND OUR RECEPTION?

Our bars do not get closed. However, if you would like to add an additional hour, it is \$18 per person, per hour which includes the bar staying open.

**HOW DO WE
RESERVE A
DATE?**

A signed contract with a deposit of 10% of your minimum spend and a credit card on file will reserve your date. An additional payment of 20% of your minimum spend is due 6 months from your event date. Final balance is due no later than 10 days prior to your contracted date.

**ARE WE ABLE TO
RENT ITEMS OUTSIDE
OF USING LAGO?**

Lago Custom Events is responsible for handling any and all rental items directly with the vendor. The vendors brought on property that do not require Lago's approval are DJ or band, florist, photographer, and videographer.

**WHEN CAN VENDORS
ACCESS THE SPACE?**

Spaces are available for access after 10am on event day.

**HOW SHOULD I LIST
THE VENUE ON MY
INVITATIONS?**

_____ (reception space) at Lago Custom Events.
1091 West 10th Street, Cleveland, Ohio
(The Veranda, The Riviera Ballroom, The Penthouse).

**WHAT ITEMS ARE
OR ARE NOT
PERMITTED?**

Permitted: Sparklers and flower petals
Not permitted: Confetti, glitter, small beads, and diamonds

**WHAT IS THE 22%
SERVICE CHARGE?**

The service charge is for handling of all items leading up to and during the event. It covers additional staff not listed as well as insurance and incidentals for the entire event. The service fee does not act as gratuity.

**SHOULD I TIP MY
EVENT PLANNER?**

Tips are not required but definitely appreciated.
Any tip added to your final bill will be split amongst all event staff.

**WHO DO WE MAKE
CHECKS OUT TO?**

LAGO FLATS, LLC

**WHAT IS THE
PROCESSING FEE?**

The processing fee is the amount of 3.8% added for payment with a credit card. Payment by check or cash do not have a processing fee associated with them. If you make some payments by check or cash the processing fee will be removed for that amount on your final payment.

