



Clarke Estate

10211 Pioneer Blvd. • Santa Fe Springs, California 90670 • 562.946.6476

WELCOME TO

The Clarke Estate

Thank you for considering The Clarke Estate as the destination of your special event.

The Clarke Estate is a beautiful, historic home located in Santa Fe Springs, California that is the perfect destination for any romantic, vintage wedding.

We look forward to the opportunity of working with you to make your wedding or event an unforgettable occasion.



History

The Clarke Estate was built as the home of Chauncey and Marie Rankin Clarke in 1919.

A wealthy, socially prominent couple, they hired architect Irving Gill to build their country home on 60 acres of citrus groves in Santa Fe Springs. Completed in 1921, the 8,000 square foot home is constructed of poured-in-place reinforced concrete. The home is built around a central courtyard edged with Tuscan-style columns and graceful arches. Over the years, very minor changes were made to the home. In recent decades, many of Gill's buildings in Southern California have been destroyed and this estate may be the best intact example of his work in existence.

CEREMONY

The Courtyard



120 maximum guest capacity



CEREMONY

The Backyard



200 maximum guest capacity



RECEPTION

The Courtyard



80 maximum guest capacity



RECEPTION

The North Lawn



200 maximum guest capacity



SITE RENTAL RATES

Ceremony & Reception

Guest Count:

Up to 100:	\$2,376 + (\$750 refundable deposit)
101-150:	\$2,451 + (\$750 refundable deposit)
151-200:	\$2,526 + (\$750 refundable deposit)

7 hours event time

If alcohol is served or sold, an additional \$160 security fee is required



- ◇ The site fee includes: 2 hours prior for decorating, 1 hour for clean-up, tables and chairs for your event, set-up/take-down of tables and chairs, PA system, one staff and one Public Safety Officer for site supervision, and an arch for your ceremony.
- ◇ **Exclusive** lists for DJ and Bartending services & **Preferred** list for catering.

Ceremony Only

Guest Count:

Up to 100:	\$433 + (\$750 refundable deposit)
101-150:	\$508 + (\$750 refundable deposit)
151-200:	\$583 + (\$750 refundable deposit)

2 hours event time

Applications for ceremony only are accepted only 6 months in advance. 1 hour prior for decorating and 1 hour for clean-up.

No alcohol allowed

Reception Only

Guest Count:

Up to 100:	\$2,310 + (\$750 refundable deposit)
101-150:	\$2,385 + (\$750 refundable deposit)
151-200:	\$2,460 + (\$750 refundable deposit)

6 hours event time

If alcohol is served or sold, an additional \$160 security fee is required

FREQUENTLY ASKED QUESTIONS

How many guests can you accommodate?

Clarke Estate can accommodate 200 guests.

Are set-up and clean-up provided?

Our staff will set up the tables and chairs for your event according to a diagram you will select. The rest of your set-up (linen, décor, etc.) is the responsibility of the applicant. The venue should be left as it was prior to décor, just blank tables and chairs. This includes the removal of all trash from the rented space.

How long will I have use of the event space(s) I reserve? Is there an overtime fee if I stay longer?

Ceremony and Reception are allotted 7 hours of event time. For Reception only, it is 6 hours of event time. For Ceremony only, it is 2 hours of event time. No additional time may be purchased to extend your event.

Are there bride and groom dressing rooms to get ready in?

Yes! Clarke Estate has a bride and groom suite for the wedding party to get ready in. Access to the dressing rooms are only given if applicants are having both their ceremony & reception at the Estate. The bride and groom, not the wedding party are allowed to leave items in the rooms after their ceremony and during their reception. Absolutely NO ALCOHOL is permitted in the rooms.

Are linens, plates, silverware, glassware, provided for my event?

No, all other items needed for your event would need to be rented or acquired through a caterer.

Can I hire my own vendors for my event?

For alcohol and musical entertainment, you **must** select a vendor from our exclusive list. All alcohol must be served through a bartender. For catering, it is recommended to select one of the caterer's from our preferred list. If you choose not to select a caterer from our preferred list, your caterer must provide 10% of their total sales to the City of Santa Fe Springs.



Do you offer on-site coordination? How much assistance can I get with set-up and décor?

Does the venue provide any assistance getting gifts or décor back to a designated car, hotel room, etc. after the event has concluded?

Staff will assist you the day of your event in terms of vendor questions and needs, starting of your ceremony and line-up for introduction of bridal party into the reception. Staff is not permitted to assist with décor or getting gifts back to a designated place.

Are there specific times I can have my event?

Yes, events may be held between the hours of 12 p.m.– 10 p.m. on Saturday & Sunday.

For Ceremony & Reception, your event times can be:

- ◇ 3 p.m.—10 p.m.
- ◇ 2 p.m.—9 p.m.

For Reception Only, your event time can be:

- ◇ 4 p.m.-10 p.m.
- ◇ 3 p.m.– 9 pm.

For Ceremony Only, your event time can be any time after 12 p.m..

Can we toss confetti, rice, flower petals, etc.?

Only fresh flower petals are permitted and must be cleaned up after your event has ended.

Can we bring in a dance floor?

No, we do not permit any dance floors to be brought in.

Do you allow food trucks?

Yes! We allow up to two food trucks in a designated area in the parking lot. Please keep in mind that this would take up some of your guests parking.

What are parking accommodations? Is the venue handicap accessible?

There is a small amount of parking available inside the Estate grounds, which is usually used by the bridal party and family of the couple. All guests may park, free of charge, in the parking lot located in front of the Clarke Estate and Aquatic Center. There is ample parking available. We do not offer valet parking and the Estate is handicap accessible.

What time can my vendors start setting up and deliveries can be made? Can I drop-off the day before my event or store things overnight?

Included in your reservation are 2 hours for décor prior to your event start time. Vendors and deliveries are only permitted to take place during your décor time. We do not allow day before set-up or any overnight storage of items. Keep in mind that only 1 hour is allotted for clean-up in which all rental items, décor, gifts, etc. must be removed from the facility.

Can we take pictures during our decorating time?

Yes! You can take photos during your event/ décor time throughout the venue.

What are we responsible for at the end of our event?

Applicants are required to leave the ceremony and reception areas free of trash, decorations, or any other pieces brought in for your event. Tables and chairs must be left bare and in the same condition they were before your event. Trash bags must be placed next to trash bins and instruction for trash placement will be given by staff.

Any violation of this rule is subject to the \$750 deposit being withheld.

Is there enough shade? What are my options if I wanted some additional shading? Are canopies allowed?

Both of our venues are outdoor with limited shading. Options to provide additional shading are renting outdoor market umbrellas that are freestanding with a flat base. We do not allow umbrellas to be placed on top of our tables and we do not allow any tenting at our facilities.

Are there decoration guidelines/restrictions?

Yes, the Clarke Estate is a historic home and in order to preserve it, only freestanding décor is allowed. We do not allow anything to be adhered to our trees/bushes or venue structure. All décor/rental equipment must be approved by our Program Coordinator.

How many tables are provided for my event?

The tables provided for your event are 60 inch white rounds for guest seating. Depending on guest count, you may sit 8-10 guests per table and that would determine how many tables you would need for your event. We also provide 6' or 8' rectangular tables for your guest book, check-in, desserts, cake table, etc.

Is security provided? Can I bring in security for my event?

You will have a staff member and a Public Safety Officer to supervise your event. We do not allow outside security guards onsite as they are not familiar with our venue or the rules associated with it.



Is there a kitchen available?

Yes, Clarke Estate has a kitchen for your caterer to access. They must leave the kitchen as it was prior to their arrival.

Is there an ice machine on site?

Yes, and you are welcome to use whatever ice is in the machine on the day of your event; however, keep in mind that it makes a small amount of ice. We do ask that extra ice be provided by the applicant and we do not guarantee the ice machine will be working on the day of your event.

On the day of my event, do my guests have full access to the home? Can we have a cocktail hour in the courtyard?

Guests are not permitted inside the home. The bridal party will only be permitted to have access. After the ceremony, once the bridal party have completed photos, they will have to remove their belongings from the dressing rooms. The bride and groom will then only have access. During your reception, guests must stay within the reception area and are not free to wander the entire grounds.

Cocktails are only permitted in the Backyard or the North Lawn. The Courtyard is not available as a cocktail hour location.

If I select a caterer not on the preferred list, what do you need from them?

Your caterer must email their caterer license to edwinvargas@santafesprings.org so we have it on file. They will also need to provide 10% of their sales to the City of Santa Fe Springs 30 days before your event.



Are live bands allowed?

We do not permit live bands however, we do allow mariachis and some instrumentalists with no amplification of sound. All events must end at 10 p.m. and all music must end at that point also.

If I do not wish to hire a DJ for my event, can I play music from an iPod?

No, all music must be played by a DJ off of our list.

Can we schedule a rehearsal time?

Yes! Rehearsals are usually scheduled 1-2 days prior to your event. Your rehearsal will be on site with one of our staff members.

After I book the venue, what else should I know or take care of?

After your venue is booked, please begin reaching out to DJs, bartenders, and caterers to gather their pricing quotes. Your site fee is due 30 days before your event and, if you wish to make payments, you may do so in person or over the phone (562) 946-6476.

A month before your event, we will reach out to you to set a rehearsal date and a date for a diagram walk-through. We usually do this 30 days prior to your event because at this point, you have finalized most details we need for this appointment.

How do I prepare for my diagram appointment?

Please have your final guest count and your vendors confirmed. Your site fee must be paid in full as well as the caterer fee submitted (if applicable). Please also inquire if your caterer needs any tables from us or if you will need additional 6' or 8' tables.

Do I have to wait 30 days prior to my event to schedule a diagram appointment?

No, if you have all the details previously mentioned, you may call the office (562) 946-6476 to schedule a diagram appointment.

What is your cancellation policy?

In the event that you wish to cancel your event, a \$100 non-refundable fee will be charged. Any cancellation made 6 months or less prior to your scheduled event will result in the entire loss of the deposit. Please also note that any reservation made within 6 months of your scheduled event is not eligible for any refund.

EXCLUSIVE VENDORS

BARTENDERS

◇ **Mr. Bee Bartending**

Humberto Lopez
mrbeebartender@aol.com
(562) 228-8431
www.mrbeebartender.com

◇ **Harmonious Events**

Gilbert & Cassandra Dickason
harmoniouevents@gmail.com
(562) 556-5483
www.harmoniouevents.com

DJs

◇ **Amazing Event DJ's**

Shawn Vasquez (Bilingual)
shawn@amazingeventsdjs.com
(323) 863-3772
www.amazingeventdjs.com

◇ **California DJ'S**

Tim Coy (Bilingual DJ's available)
info@californiadjs.com
(714) 267-2343
www.californiadjs.com

◇ **DJ CEE**

Cesar Flores
discjockeycee@gmail.com
(818) 437-7258
www.discjockeycee.com

◇ **Harmonious Events**

Gilbert & Cassandra Dickason
harmoniouevents@gmail.com
(562) 556-5483
www.harmoniouevents.com

◇ **Mindscape Entertainment**

Steve Martinez
steve@irocktheparty.com
(562) 883-2314
www.irocktheparty.com

◇ **Mixterious Force**

Joey Inez
mixteriousforcedj@verizon.net
(562) 746-8759
& Randy Ares
jinez@verizon.net
(310) 283-6470

◇ **Ray & Rob DJ Service**

Ray Tomlinson
raytomlinson10@msn.com
(562) 882-1945
& Rob Markle
djsinger63@gmail.com
(562) 810-2556

◇ **R & R Sounds**

Richard Casanas (Bilingual)
djrnsounds@yahoo.com
(562) 458-6886

PREFERRED CATERERS

◇ **Harmonious Events**

Gilbert & Cassandra Dickason
harmoniouevents@gmail.com
(562) 556-5483
www.harmoniouevents.com

◇ **Portofino Trattoria**

portofinotrattoria@yahoo.com
(562) 690-1765
1233 W. Central Ave.
Brea, CA 92821
www.portofinotrattoria.com

◇ **Herach & Ara Catering**

Ara Balayan
arabalayan@aol.com
(323) 728-0573
1460 S. Greenwood Ave.
Montebello, CA 90640

◇ **Rodger's Catering**

Barbara Gipson
info@rodgerscatering.com
(562) 864-0613
10931 Alondra Blvd.
Norwalk, CA 90650



Come take a tour of our wedding venues!

Heritage Park

12100 Mora Drive
Santa Fe Springs, CA 90670
(562) 946-6476

heritagepark@santafesprings.org

The Clarke Estate

10211 Pioneer Blvd
Santa Fe Springs, CA 90670
(562) 868-3876

clarkeestate@santafesprings.org



Directions to Santa Fe Springs

The City of Santa Fe Springs is ideally located between the City of Los Angeles and Orange County and is easily accessible from any area in Southern California.

If driving from the North:

- ◇ Take the I-5 Freeway South
- ◇ Enter into the 605 North
- ◇ Exit on Telegraph Rd East

If driving from the South:

- ◇ Take the I-5 Freeway North
- ◇ Enter into the 605 Freeway North
- ◇ Exit on Telegraph Rd East

A romantic wedding photograph of a couple standing in a bamboo grove. The groom, on the left, is wearing a dark tuxedo with a white shirt and a dark bow tie. He has short dark hair and a light beard, and is looking off to the side. The bride, on the right, is wearing a white lace wedding dress and has long, dark, wavy hair. She is also looking off to the side. They are holding hands. The background is a dense grove of bamboo stalks and green leaves, creating a soft, natural setting. The entire image has a light, semi-transparent overlay.

All wedding photography in this
brochure provided by:
DNA Visuals · Jason Burns ·
Jenna Clark · Love + Exploration