PORTOLA ROOM INFORMATION

EL ADOBE DE CAPISTRANO

Named after the Portola Riders who in 1963 delivered the Mission Bell to Mission San Juan Capistrano with a horse and carriage followed by 8 riders, the Portola room is perfect for business dinners, wedding rehearsals, or any private event. Guests have the option of closing the room's wooden doors for a more intimate, completely private dinner.

From birthdays to baptisms to rehearsal dinners, the Portola room is a wonderful space to host up to 34 guests

IMPORTANT THINGS TO NOTE

THE PORTOLA ROOM

Food/Bar/Beverage Minimums

based on your desired day and time, we require a minimum to be met with anything you can consume- this includes appetizers, the main meal, dessert and/or alcoholic beverages

Monday- Friday	10AM-4PM	500++
Saturday- Sunday	10AM-4PM	1000++
Monday-Thursday	4PM-10PM	750++
Friday & Sunday	4PM-10PM	1250++
Saturday	4PM-10PM	1500++

In the event that the food & beverage totals do not reach the guaranteed minimum, the difference will be applied to the final check as a room fee.

Time allotted per event is three (3) hours maximum; for additional time the minimums are increased, as well as if the event time goes over the F/B/B minimum time frames

Deposit

A $150 non-refundable deposit is required to secure the room. This deposit will be applied towards the final bill at the end your event.

We do not collect a deposit without a proposal built

The space is only gaurunteed after a deposit has been left

Tax & Gratuity

A 7.75% sales tax will be applied to all services provided by El Adobe de Capistrano

A gratuity of 20% is applied to food and beverages sales at the end of your event

PREFIXED MENU OPTIONS

THE PORTOLA ROOM

VERACRUZ FIESTA

On Tables
Chips & Salsa

Starter
Mixed Greens
with tomato, carrot, cucumber and ranch

Choice of Entrée

De Pollo
chicken enchilada, crispy shredded chicken taco, spanish rice, refried beans

De Carne
pork tamale, crispy shredded beef taco, spanish rice, refried beans

Verduras
two enchiladas with sautéed spinach, corn, tomato, mushroom & cheese, ranchera sauce, spanish rice, refried beans

Dessert
Mexican Rosca
mexican churro donut with honey, cinnamon sugar & whipped cream

Drinks
Soft Drink, Lemonade, Tea or Coffee

$39 per person
$18 for kids 10 & under

TACO FIESTA

On Tables
Chips & Salsa
Rancho O'Neill Guacamole

Starter
Cilantro Pepita Salad
romaine lettuce, diced tomato, pepitas, queso fresco, cilantro pepita dressing

Family- Style Entrée (served in lazy susans)

Build Your Own Taco Platters
grilled chicken, carnitas, carne asada, sauteed fajita style vegetables, cilantro, onions and salsa
Each guest to receive refried beans and spanish rice

Dessert
Tres Leches Cake
topped with whipped cream and toasted coconut shavings

Drinks
Soft Drink, Lemonade, Tea or Coffee

$42 per person
$19 for kids 10 & under

PREFIXED MENU OPTIONS

THE PORTOLA ROOM

SUNDAY BRUNCH

(only Saturdays/Sundays)

On Tables

Chips & Salsa
Rancho O'Neill Guacamole

Choice of Entrée

Huevos Rancheros
three eggs over corn tortillas topped with ranchera sauce, cheese, green onion, with spanish rice, refried beans

Classic Breakfast
with two pancakes, eggs any style, bacon

Texas Style Breakfast Enchiladas
Roasted pepper sauce, crispy tortillas, carnitas, and cheese, topped with a fried egg and sour cream, served with refried black beans

Cilantro Pepita Salad
romaine, grilled chicken, cilantro pepita dressing, diced tomatoes, pepitas, queso fresco

Drinks:

Free-Flowing Champagne (for 2 hours), Sparkling Apple Cider, Orange Juice, Soft Drink, Tea or Coffee

$40 per person
$19 for kids 10 & under

BAJA CALIFORNIA

On Tables

Chips & Salsa
Rancho O'Neill Guacamole

Starter

Cilantro Pepita Salad
romaine lettuce, diced tomato, pepitas, queso fresco, cilantro pepita dressing

Choice of Entrée

Steak Fajitas
marinated steak, caramelized bell pepper, onion, guacamole, spanish rice, refried beans, tortillas

Shrimp Enchiladas
two enchiladas filled with cheese, shrimp, pico de gallo, roasted tomatillo sauce, guacamole, spanish rice, refried beans

President's Choice
Chile relleno, chicken enchilada, beef taco, Spanish rice and refried beans

Dessert

Caramel Churros
with vanilla bean ice cream, caramel drizzle, whipped cream

Drinks

Soft Drink, Lemonade, Tea or Coffee

$40 per person
$19 for kids 10 & under

PREFIXED MENU OPTIONS

THE PORTOLA ROOM

CAPISTRANO

Only available Mondays-Thursdays from 10am-4pm

On Tables

Chips & Salsa

Choice of Entrée

Southwest Cabo Salad
organic greens tossed in bbq ranch dressing, topped with chicken, black beans, roasted corn, avocado, tomato, queso fresco, green onion

Cheese Enchilada
cheese enchilada served with spanish rice and refried beans

Chicken Flautas
topped with pico de gallo, queso fresco, sour cream, served with spanish rice and refried beans

Cheese Quesadilla
with sour cream, guacamole, pico de gallo, spanish rice, refried beans

Dessert

Mexican Rosca
mexican churro donut with honey, cinnamon sugar & whipped cream

Drinks

Soft Drink, Lemonade, Tea or Coffee

$32 per person
$16 for kids 10 & under

FAMILY-STYLE FAJITAS

On Tables

Chips & Salsa

Starter

Caesar Salad
romaine lettuce, garlic croutons, parmesan cheese, caesar dressing

Family- Style Entrée (served in lazy susans)

chicken and steak fajitas,
salsa, sour cream, shredded cheese, guacamole. Includes Tortillas
Each guest to receive a cheese enchilada, refried beans and spanish rice

Dessert

Buñuelo Sundae
scoop of ice cream topped with fried cinnamon strips, whipped cream and caramel drizzle

Drinks

Soft Drink, Lemonade, Tea or Coffee

$50 per person
$25 for kids 10 & under

PREFIXED MENU OPTIONS

THE PORTOLA ROOM

YORBA ESPECIAL

On Tables

Chips & Salsa
Rancho O'Neill Guacamole

Starter

Cilantro Pepita Salad
romaine lettuce, diced tomato, pepitas, queso fresco, cilantro pepita dressing

Choice of Entrée

Carne Asada
mesquite grilled with cheese enchilada, sweet corn tamale, spanish rice, refried beans, gucamole, tortillas

Carnitas Michoacan
slow roasted pork cooked with spanish rice, refried beans, guacamole, tortillas

Enchilada Suizas
two enchiladas with chicken, shredded cheese, tomatillo sauce, spanish rice, refried beans

Dessert

Dulce de Leche Churro Cake
with vanilla bean ice cream

Drinks

Soft Drink, Lemonade, Tea or Coffee

$47 per person
$22 for kids 10 & under

MESQUITE ADOBE

On Tables

Chips & Salsa

Appetizer

Mexican Shrimp Ceviche
garnished with avocado

Starter

Adobe Salad
mixed greens, heirloom tomato, red onion, corn, watermelon radish, champagne vinaigrette

Choice of Entrée

Top Sirloin
with roasted red skin potatoes, sweet corn tamale, grilled vegetables, chimichurri

Salmon A La Brasa
with chipotle cream sauce, grilled chile relleno, white rice, sweet corn tamale

Blackened Chicken
with papaya-mango salsa, cilantro lime white rice, grilled vegetables

Dessert

Classic Flan
with whipped cream

Drinks

Soft Drink, Lemonade, Tea or Coffee

$56 per person
$27 for kids 10 & under

COCKTAIL STYLE EVENT

THE PORTOLA ROOM

Max Guest Count of 40 Guests

See "Set-up/Decor" page for cocktail style floor plan

Please note that there is no flexibility in floor plan

Chips & Salsa Station

$3 per person, add guacamole for an additional
$3 per person, minimum 20

Dip Bar

Queso Blanco, Bean Dip, Guacamole, Salsa
$10 per person, minimum 20

Street Tacos

Choose from Chopped Chicken, Carne Asada or Carnitas
25 tacos for $100

Fiesta Platters

Short Rib Taquitos, Chicken Flautas, Cheese Quesadillas, Southwestern Egg Rolls
$40 each, feeds 4-6 guests

A La Carte Appetizers

(each feeds 20)

Short Rib Taquitos | 100
Elote Cups | 60
Fresh Fruit Platter | 60
Mesquite Grilled Veggie Skewers | 60
Chicken Quesadillas | 60
Chicken Enchilada Cup | 60
Carne Asada Skewers with Chimichurri Sauce | 100
Ceviche Tostaditas | 100

Drink Station

Water, Lemonade, Iced Tea
$4 per person, includes soft drink services

SET-UP & DECOR

THE PORTOLA ROOM



Floor Plan

Cocktail Style: three cocktail tables and two rectangle tables set for (6) guests each

Round tables: (4) round tables

max guest count of 28 guests

Banquet: one long table

T-Shape: one long table with guests of honor seated at the head (34 guests)

Table Set-up

Ivory Linens, Napkin colors offered are white, ivory and black

Specialty Colors available for $2.00 per napkin

Custom Menus: We provide printed menus that will state "El Adobe Celebrates_____" or "El Adobe Welcomes ____"

Tea Light Candles, Silverware and Glassware provided

Table Decor

Lanterns (black) & Easels available upon request

Client may bring in floral centerpieces, picture frames and/or table-top decor

Restrictions include tape, tacs, nails/screws, open-flame candles, confetti or glitter

An extra 6' table can be provided upon request for gifts or cake

Clients are welcome to arrive one hour prior to the event start time to set-up. We may be able to offer an early drop off of decor items, depending on availability



BAR & BEVERAGE

THE PORTOLA ROOM

All of our menu options include non-alcoholic beverages

Hosted Consumption Bar:

Allows your guest their choice of drinks throughout the event with all charges included on the check at the end of your event. You may place a "ceiling" or limit on the amount you wish not to exceed, and/or specify the items you wish to host

For example, only margaritas and beer at a $500 limit

Margaritas range in price from $12.00-16.00

House Wine by the glass is $10.00-25.00

Beers average $5.00-8.00

Well Drinks range in price from $11.00- 15.00

****All bar/cocktail prices subject to change****

Drink Tickets:

Offer your guests a drink by including a drink ticket. Guests will have the option of beer, house margaritas, house wine or well drink

$11 per ticket

****Must purchase a minimum of two tickets per person****

Cash Bar:

Allow guests to purchase their own cocktails, wine, well drinks, beer and margaritas. A room charge may be applied to your invoice, if cash bar sales do not reach a pre-stated F/B/B minimum (see page 2)

BOOKING & FAQ

THE PORTOLA ROOM

Steps to Take to Reserve This Room:

1. Ask Event Manager if your date is available (events@eladobedecapistrano.com)
2. **Begin a proposal by providing a menu, bar option, guest count and start time to the El Adobe Events team**
3. Secure the space with a $150 deposit
4. Give final head count a week prior to the event
5. HAVE FUN AT YOUR EVENT
6. Day of event, pay the balance at the end of the event to your server with a physical card, cash or apple pay

Can I make changes to the pre-set menus?

We do allow changes however these changes may incur additional costs if menu items are not of equal or lesser value. Menus and prices are built according to similar costs of food and labor for each menu item. For example, Cost of chicken is not equal to cost of shrimp; Mexican Rosca is not equal to Churros and ice cream or Flan.

How does the family-style Taco Fiesta option work?

Platters of meats, cilantro and onions as well as tortillas in warmers are served down the center of the table for guests to build their own tacos. Additionally, guests will each receive a plated meal with spanish rice and refried beans.

Are there any Vegan or Vegetarian Options available?

We offer Vegan, Vegetarian and Gluten Free menu items- normally vegetable enchiladas.

I am bringing in a cake, is there a fee? When can I drop it off?

There is a $2 per person fee for any outside food. If you would like to eliminate the dessert from your package and swap out for cake service we are able to do that. You may drop off cake in the room 1 hour before or drop off in our refrigerator the morning of the event.

Can we just order off the regular menu?

For a guest count of 22 or less, we are able to take orders from the regular menu. Any guest count over 22 must choose one our pre-set menus.

Can we request separate checks?

We are able to provide separate checks for up to 3 separate tables. If your guests are expected to pay for their own meals, please collect money beforehand or have them bring cash on the day of the event to be collected by event host. Our primary focus is providing excellent food and service and end of event may become a bit chaotic when servers must provide an individual check for each customer.

When is my final headcount due?

7 days prior to your event is the cut off. If you do not turn in a final guest count at that time, we will plan and charge for your estimated guest count given at time of booking.