



James Irvine Japanese Garden

Weddings at James Irvine Japanese Garden Japanese American Cultural & Community Center

Frequently Asked Questions

What are the hours that I may reserve the Garden for my wedding ceremony?

The James Irvine Japanese Garden is open to the public, Tuesday- Friday from 10:00am – 4:00pm. Wedding ceremonies may take place between the hours of 5:00pm and 9:00pm on Fridays; and Saturdays and Sundays between 10:00 – 2:00pm and 5:00pm and 9:00pm. A 90-minute rehearsal time may be reserved on Tuesday, Wednesday, Thursday; and Friday if no other event is scheduled to take place in the Garden, or in the adjacent meeting rooms, on that date.

For events that run longer than four hours, each additional hour will be charged at a rate of \$525.

Is there a room available to store or set-up supplies before the ceremony?

As part of your reservation package, you will have access to Garden Room B on the Garden Level. The set-up of the room will include tables and chairs. You will need to discuss the arrangement of the tables and chairs with the Event Supervisor prior to the event day. Any additional equipment or furniture that will need to be brought into the room are subject to the approval of the JACCC in advance. This room may also be used as a bride's room, providing access to the Garden from the hallway on the Garden Level.

In addition, you may reserve the professional theatrical dressing rooms in the Aratani Japan America Theatre for your bridal party's preparation. Additional fees would apply.

Does JACCC have reception space available?

The JACCC has multiple facilities that can be used for special events and parties. These venues include the Plaza, the Aratani Japan America Theatre, The Garden Room and the Galleries. Because of the many cultural programs that are housed at the JACCC throughout the year, please discuss any available options with the Event Supervisor at the time you reserve your wedding ceremony.

JACCC works closely with the Japanese American National Museum and the Kyoto Grande Hotel & Garden, both in Little Tokyo, and can refer you to their special events staff for information regarding wedding receptions at their locations.



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How early will I have access to the Garden?

Your reservation is for a total of four (4) hours beginning at 5:00 p.m. for evening ceremonies and 10:00 am for morning ceremonies. You will have access to Garden Room B, for storage and other preparation. Because the James Irvine Japanese Garden serves the community by providing a tranquil and elegant departure from the urban landscape, we ask that you respect public access hours and do not infringe on the time of the viewing public by entering the garden for the purpose of event set-up prior to your scheduled time. If you are found to violate this policy, an additional hour of rental fee may be charged to your final invoice as part of the base rent.

Does the JACCC recommend having security on staff before and during the ceremony?

JACCC will provide at least two staff to be on-site during your event. These staff are familiar with the facilities and will be sensitive to any suspicious or unusual activity. In addition, a sign will be posted outside the Garden entrance informing the public that the Garden will be closed for a private event.

To arrange for security personnel to be present at your event, please discuss with the Event Supervisor at least 30 days in advance.

The JACCC will not be held responsible for losses by the User, its agents, vendors or guests occasioned by theft or disappearance of equipment or personal property during the use of the Garden, the Center Building or the grounds.

Is the JACCC Event Supervisor available to manage and orchestrate the details of my event day?

JACCC does not provide event day coordination services as part of the basic reservation package. Event staff will be on-site strictly to ensure the proper operation and maintenance of the facility during your event. Full-service event coordination is available for an additional fee. We recommend that you make your arrangements to secure this staff at the time of contract execution.

Can I use the James Irvine Japanese Garden for my wedding photography?

Your reservation allows you private access to the James Irvine Japanese Garden for four hours. Additional hours, for photography may be arranged at the time of contract execution and will be charged, as part of the base rent, at an hourly rate of \$525. The Garden may also be reserved during the week, or on a separate date, between the hours of 4:00 p.m. and 7:00 pm, for a fee of \$300. Additional hours will be charged at \$100 per hour. Weekend photo shoot reservations are subject to availability and may only be booked two weeks in advance.

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Can I serve food and drinks in the Garden?

With advanced approval, food and drinks may be consumed in designated areas only. Food and beverage service within the Garden is not permitted.

Can we bring in our own sound system?

The JACCC provides a small public address system, two microphones and a sound technician as part of the basic reservation package. If you wish to augment this system or use a different system, please inform the Event Supervisor. All outside sound equipment must be approved by the Facility Manager in advance. The amplified sound level throughout the Garden may not exceed 80 decibels.

Can I use candles during my ceremony?

The use of candles is strictly forbidden in the Garden.

What types of decorations are permitted in the Garden?

In order to maintain the integrity of the Garden, the JACCC does not permit the use of excessive décor. Balloons, confetti, birdseed are not allowed. Because of the natural elegance and beauty of the Garden, we encourage parties to keep their décor and floral arrangements simple and in harmony with the existing aesthetic. We highly encourage you to discuss the details of your ceremony décor concept with the Event Supervisor as far in advance as possible.

What happens if rain is scheduled for the day of my wedding?

The JACCC does not cancel reservations due to inclement weather such as rain or excessive heat. We advise all couples to pay close attention to weather reports in the weeks prior to the event date. If forecasts indicate a possibility of rain or extremely high temperatures, JACCC staff will work closely with the couple to determine the best course of action with regard to the event. This may include working with any available indoor space or determining a new date.

Does JACCC require any permits or insurance?

Yes, all parties reserving the Garden or any other facility at the JACCC for use in Special Events are required to provide Single Limit Public Liability Insurance policy in which User is named as insured and The Japanese American Cultural & Community Center and James Irvine Garden is named as additional insured as respects to the event in the amount of one million dollars (\$1,000,000.00) covering bodily injury, including death and property damage, and shall provide a copy of the certificate of insurance as proof to JACCC no later than seven (7) days after the signed contract is received.

If alcohol will be served during any portion of your event, JACCC also requires written verification of required Liquor Liability Insurance at least 30 days in advance of your

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event. Written verification will be a Certificate of Insurance indicating proper Liquor Liability Insurance and usually will be carried by your food and beverage provider.

Your vendors will also be responsible for securing and providing proof of the any necessary permits required to operate on JACCC premises.

For more information or to schedule a tour of the James Irvine Japanese Garden call (213) 628-2725 or email events@jaccc.org