



**Welcomes you to host your event with us!**

**Lloyd's Chicago** is pleased to offer private and semi-private spaces for any of your business or personal needs. Our banquet rooms are available for breakfast, lunch, and dinner. Each room can hold anywhere from 20 to 75 guests, and opens up to one large room that can hold up to 150 guests. Lloyd's entire restaurant, bar, and banquet facilities may also be available for up to 400 guests. Whether dining or having a meeting, we offer many styles of seating and decor for any type of event.

**Parking** is available at our building's garage at 1 South Lower Wacker. After 3:30 PM we validate for \$7.50 per car. Directions to the garage can be found on our website at [www.lloydschicago.com](http://www.lloydschicago.com) or ask our events coordinator for assistance. We are also accessible from Union Station, Metra, Amtrak, and CTA trains.

**Many amenities** are provided at no additional cost. These include: handheld wireless and lapel microphones, LCD projector, projection screen, phone conferencing, Wi-Fi access, podium, easels, two 50" plasma televisions, and a sound system that you can pipe your choice of music through. In addition, we offer a complimentary coat rack in your suite.

**Food and beverage minimums** vary depending on time, date, and amount of guests expected.

**Deposits** also vary on time and date. All deposits are required to secure the space and will be credited to the final bill. Deposits are nonrefundable if the event is not cancelled three business days before set date, or if the party does not show.

**Gratuities** is a suggested 18% of the subtotal or \$130 per server.

**All final** menu selections, guest counts, and signed contracts are requested one week before the event. (Three business days at the latest.)

**Thank you** for considering Lloyd's Chicago to host your event! To see if your date is available, contact our events coordinator at 312-401-1352 or 312-407-6900.