

WEDDING KIT



**PEDRO LEITÃO
BALLROOM**

FERNANDO PESSOA
ROOM

OTHER INDOOR
VENUES

OUTDOOR GARDEN

PEDRO LEITÃO BALLROOM

Grandeur reigns in the Ballroom, a formal venue with crystal chandeliers, Pedro Leitão tapestries, bevelled mirrors and a marble balustrade surrounding the room. A formal stage area can be set up as well as a permanent dance floor accessible from any part of the room, creating an open, welcoming atmosphere for your guests.

Additional guest seating can be arranged on the upper foyer level.

This magnificent lobby level room can be accessed through the private Mezzanine Gallery and also offers an optional street entrance, where guests are invited to walk up the spiral staircase, one of the hotel's most emblematic locations.

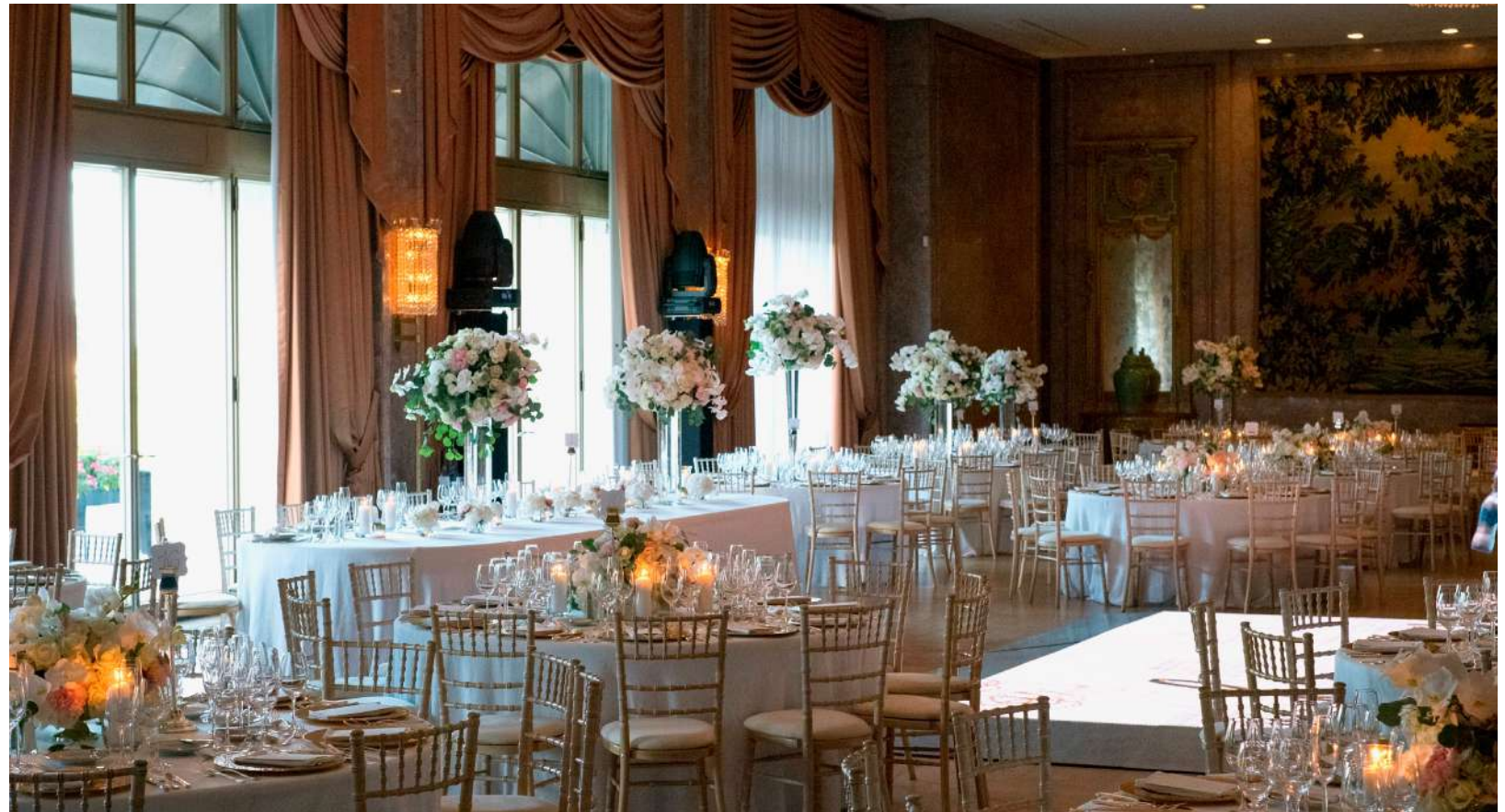
SEATING OCCUPANCY

- Reception 750
- Banquet rounds 430

WHY YOU'LL LOVE IT

Handmade tapestries by Pedro Leitão, one of the most acclaimed artists of Portuguese contemporary art, hang on the Ballroom's high walls.

Magnificent crystal chandeliers reflect their brightness on the polished oak floor. The large windows fill the grand room with natural light



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FERNANDO PESSOA ROOM

Windows run the entire length of the room, leading to the large terrace in front. The garden-like terrace has an extraordinary view of Eduardo VII Park. Dark marble and wood-coloured walls, rich black and gold carpet and an amazing view combine to make this one of the most elegant rooms in the Hotel.

SEATING OCCUPANCY

- Reception 410
- Banquet rounds 300



WHY YOU'LL LOVE IT

Large windows run the entire length of the room, leading to the large terrace in front, where a private cocktail reception can be held overlooking the treetops of Eduardo VII Park
























PEDRO LEITÃO
BALLROOMFERNANDO PESSOA
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VENUES


OUTDOOR GARDEN

OTHER INDOOR VENUES

TO CALCULATE THE MAXIMUM CAPACITIES, SHOWN ON THE RIGHT IN NUMBER OF PEOPLE, THE FOLLOWING WAS TAKEN INTO CONSIDERATION:

- Basic audio-visual set up, i.e. overhead projector and screen, for meeting functions.
- Plated service, not including space for buffets, stage or dance floor for catering functions.
- Enough space for access, aisles and in between chairs or tables.
- Using round tables of 1,8 meters diameter with 6 persons per table, and front projection.

Function Room	Size (sq. ft.)	Size (m ²)							
 Pedro Leitão Ballroom	4908 sq. ft.	456 m ²	360	72	288	450	99	102	750
 Almada Negreiros Lounge	3821 sq. ft.	355 m ²	-	-	-	-	-	-	300
 Varanda Restaurant	3584 sq. ft.	333 m ²	128	50	-	-	-	-	250
 Almada Negreiros Outside Terrace	2034 sq. ft.	189 m ²	-	-	-	-	-	-	150
 Vasco da Gama	1001 sq. ft.	93 m ²	60	42	54	90	45	48	90
 Varanda Restaurant Outside Terrace	893 sq. ft.	83 m ²	-	-	-	-	-	-	128
Boardroom	549 sq. ft.	51 m ²	-	14	-	-	-	-	-
 Marques de Pombal	1981 sq. ft.	184 m ²	80	60	72	90	58	62	120
 Camões	861 sq. ft.	80 m ²	40	20	36	50	21	24	45
Gil Eanes I	603 sq. ft.	56 m ²	40	24	33	50	25	26	35
 Pedro Álvares Cabral	479 sq. ft.	44.5 m ²	30	20	20	30	15	20	30
 Afonso de Albuquerque	420 sq. ft.	39 m ²	20	18	18	30	19	14	25
Gil Eanes II	377 sq. ft.	35 m ²	20	12	12	20	13	14	15
 The Outdoor Garden	12667 sq. ft.	1177 m ²	544	-	-	-	-	-	1,000
 Fernando Pessoa I	3122 sq. ft.	290 m ²	220	90	144	200	81	102	260
Fernando Pessoa II	1658 sq. ft.	154 m ²	120	24	36	72	33	36	150
 Tejo	1076 sq. ft.	100 m ²	60	42	60	72	46	48	130
Douro	689 sq. ft.	64 m ²	50	20	36	56	23	26	65
 Mondego	667 sq. ft.	62 m ²	30	20	30	36	21	22	50
 Guadiana	667 sq. ft.	62 m ²	30	20	30	36	21	22	50

 Indicates function rooms with natural light or outdoor space.

PEDRO LEITÃO
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ROOMOTHER INDOOR
VENUES**OUTDOOR GARDEN**

OUTDOOR GARDEN

The outdoor terrace with 1,177 m² (12 667 sq.ft) is a unique *al fresco* venue right in the heart of the city across from Eduardo VII Park. It is ideal for a welcome reception, wedding or gala dinner.

The outside garden is directly connected with the Pessoa rooms which can be used as a combination or safe back up should the weather interfere with your event at the last minute.



STUNNING VIEWS

Looking out over Eduardo VII Park while you talk business and get acquainted.

FLEXIBLE SEATING

Welcome reception, wedding and gala diner configurations available.

SEATING OCCUPANCY

- Seated 400
- Cocktail 600

AREA

- 1,177 / 12,667 sq. ft.

DIMENSIONS

- 50.3 x 23.4 / 165.1 x 76.8



OUTSIDE VENUES

Searching for a one-of-a-kind venue for your wedding in Lisbon?

You can also bring Four Seasons service & gastronomy to some of Lisbon's most stunning venues. Our Wedding Specialist can show you a roofless Convent built in 1389, a 19th Century palace, a medieval convent or even a Monastery where you can tie the knot. It will be a day you and your guests will always remember.

Please contact our Wedding Specialist for ideas.



WEDDING MENUS

Four Seasons prides itself on culinary creativity, and offers an extensive array of menus to choose from. Our Executive Chef Pascal Meynard can also completely custom design a menu for you, and our talented in-house Pastry Chef can create a beautiful customized wedding cake in the flavour of your choice.

Whatever the wedding event, from an intimate family brunch to a sophisticated cocktail buffet to a grand reception banquet, our team will assist you from planning to execution

MENU



MENU

€ 170.00 PER PERSON

COCKTAIL

CHOICE OF 6 CANAPES PER PERSON

COLD CANAPÉS

- Foie gras Rocher
- Crab with *daikon* pickles, *wasabi* and *yuzu*
- Seafood with crispy rice and tomato gel
- Tuna tartar with guacamole

HOT CANAPÉS

- *Kadaiff* prawns
- "Peking Duck" rolls with sweet and sour sauce
- Mushrooms and truffle pies
- Grilled scallops, *aïoli* sauce and corn-lemon crumble

COCKTAIL BEVERAGES

- Whisky, Vodka, Gin, Vermouth,
- White wine Vinha da Urze
- Red wine, Vinha da Urze
- Sparkling wine, Orange juice, soft drinks and mineral water

MENU

CHOICE OF A STARTER AND A MAIN COURSE

COLD STARTERS

- Chef Foie Gras
or
- Lobster and shrimps chartreuse
(SUP. +€5.00)

HOT STARTERS

- Marinated *poché* lobster with *yuzu*, cardamom and shellfish broth
(SUP. +€7.00)
or
- Wild shrimps risotto scented with basil and lemon
or
- Pumpkin ravioli, and *shimenji* scented with black truffle

MAIN DISHES

- Sea bass *snacké*, rose shrimp from Algarve and *salicornia* with bergamot and lobster emulsion
(SUP. +€10.00)
or
- Stone bass *snacké*, green asparagus, coriander and bivalve emulsion
or
- Roasted milk veal filet with Pecorino polenta and black truffle sauce
(SUP. +€7.00)
or
- Grilled beef fillet, *pleurotes*, Anna potato and pepper sauce

DINNER BEVERAGES

- White wine Vinha da Urze
- Red wine Vinha da Urze
- Soft drinks and mineral water

DESSERTS

WEDDING CAKE

DESSERT BUFFET

- Variety of mini pastries, red fruits crumble, Opera cake, cheesecake, *Sacher*, chocolate mousse *verrine*, *crème brûlée*, Mille-feuille

SLICED SEASONAL FRESH FRUIT

CHEESE PLATE

- Ilha, Niza, Serra, Azeitão, Rabaçal, Serpa, Camembert, Chèvre, crackers, walnuts and fresh grapes

WEDDING SERVICES

WEDDING SPECIALIST

FLOWERS

LINENS

FURNITURE

MUSIC & ENTERTAINMENT

PHOTOGRAPHY

TRANSPORTATION

HONEYMOON



WEDDING SPECIALIST

When planning your Big Day, every last detail is important – from floral arrangements and table décor to photography and menu design.

Our skilled wedding specialist will coordinate all the events at the Hotel while connecting you with other reputable professionals who will expertly help execute your vision, creating the wedding of your dreams in Lisbon.



FLOWERS

The Hotel enjoys trusted relationships with reputable floral designers who can craft creative, contemporary arrangements for your wedding, tailoring the blooms, design and accessories to meet your preferences. Our experienced staff can advise on how best to enhance your chosen venue with floral arrangements, or make arrangements with the florist of your choice.



LINENS

Four Seasons offers a basic level of superior linens, cutlery, china and glassware for all banquet tables. Special colours, patterns or designs may be rented.



FURNITURE

To personalise your chosen venue with seating and lounge areas, Four Seasons can coordinate the rental of couches, chairs, and other decorative items such as cushions, vases and additional lighting.



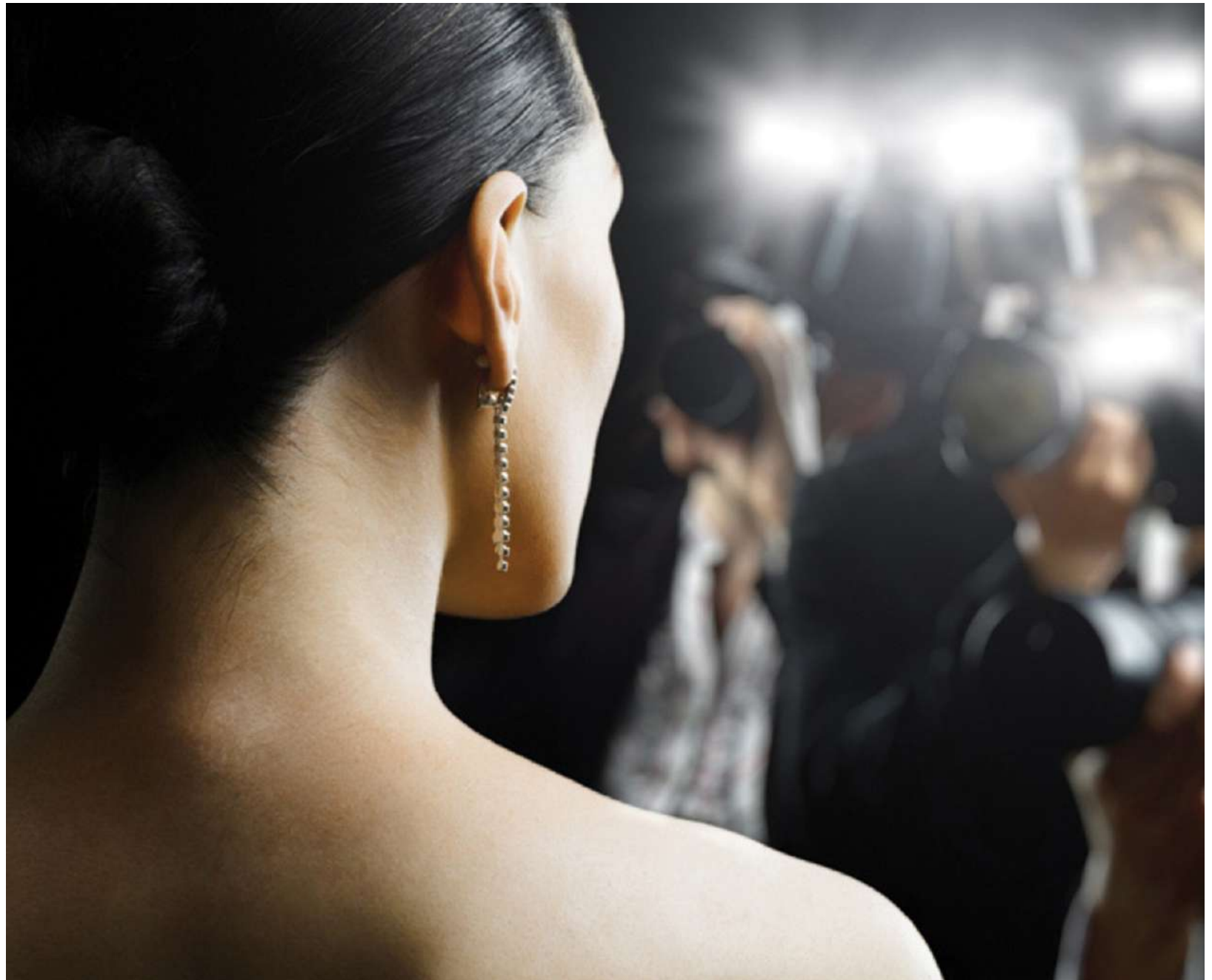
MUSIC & ENTERTAINMENT

Our Wedding Specialist will be happy to arrange any type of music or entertainment for your celebrations, whether you prefer a DJ or live band performing pop or jazz.



PHOTOGRAPHY

Four Seasons has excellent relationships with the premier wedding photographers in Lisbon and we are happy to recommend photographers to capture your special day.



* Public areas for pictures are subject to availability.

TRANSPORTATION

At your request, Four Seasons can arrange local transportation for you and your visiting guests in vintage cars, luxury cars, Tuk Tuks and vintage moto-sidecars!



HONEYMOON

Let Four Seasons craft your fantasy honeymoon – whether right here in romantic Lisbon or in an exotic, faraway Four Seasons destination, such as Bali, Bora Bora, the Maldives or Hawaii. We'll orchestrate a smooth, seamless experience that's the perfect romantic start to your lives together.



REAL WEDDINGS

A gallery of Real Weddings at Four Seasons
Hotel Ritz Lisbon

[CLICK HERE TO SEE MORE](#)



HOTEL

Four Seasons Hotel Ritz Lisbon offers couples an iconic wedding experience. Long considered Lisbon's premier luxury hotel and located right in the heart of the city, with magnificent views of the city, Four Seasons Hotel Ritz Lisbon is the perfect stage for your dream wedding. With breath-taking ornate design and grand, elegant architecture and contemporary artwork, you and your guests will remember our salons, elegant ballroom & terrace for years to come.



DINING

Before and after your event, you and your guests can enjoy exceptional dining at Four Seasons Hotel Ritz Lisbon.

At Varanda, discover innovative Mediterranean and local cuisine created by Executive Chef Pascal Meynard. Saturday and Sunday is Brunch day.

The Ritz Bar is an ideal spot to meet for drinks or a light bite. We also have a selection of traditional Portuguese dishes. Enjoy our Sushi Lounge every Tuesday through Friday, with fresh sushi prepared right in front of you.

If you prefer to eat in total privacy and comfort, enjoy the Four Seasons luxury of 24-hour In-Room Dining.



ACCOMMODATION

The Royal Suite, a one-of-a-kind signature suite, has a private dining room lit by an antique chandelier, which seats 8 to 10 people - the perfect setting for an intimate dinner with friends before the big festivities, but also the perfect scenery for your wedding night.

For your wedding guests, most guest rooms and luxury suites at Four Seasons Hotel Ritz Lisbon have private terraces overlooking the Hotel's gardens, Eduardo VII Park, St. George's Castle, the Old Town, the Tagus River and the 25th of April Bridge.



SPA & FITNESS

The Spa at Four Seasons Hotel Ritz Lisbon welcomes busy brides to its calming oasis. With windows overlooking the garden and park, the Ritz Spa boasts an indoor lap pool, multi-purpose treatment rooms and a relaxation room.

The four hour Princess for a day package includes a luxurious spa manicure and pedicure treatment, followed by a revitalizing salt and oil full-body scrub that helps stimulate circulation and eliminate dry skin. To end, a rejuvenating facial that's perfect for all skin types and conditions and will leave any bride glowing for their big-day.

Located on the rooftop, providing breathtaking views of the city and the Tagus River, the Fitness Centre provides guests with state of the art facilities and one of a kind outdoor running track.



GENERAL INFORMATION

ACCOMODATION

Four Seasons Hotel Ritz Lisbon will offer one night in a suite for 2 people with breakfast service for events of which the number of contracted people is superior to 150.

The confirmation of the room reservation is subject to the availability of the hotel.

ADDITIONAL SERVICES

Four Seasons Hotel Ritz Lisbon offers the following services without charge:

- Tasting for 2 people of the menu contracted upon the day and time defined by the hotel
- Printed menus – 1 per seat
- The table plans at the entrance of the room with the name of the guests
- Hall stand service
- Porter service (if the private access to the Ballroom is (used))

ADVERTISING AND PUBLICITY

Any advertising or publicity for functions at the Hotel require prior knowledge and consent of the management and must be of a standard reflecting the quality of the Hotel.

BEVERAGE SERVICE

The prices indicated include the following services of drinks:

- Appetizer 45 minutes
- Wines Since the entrance to the coffee service
- Sparkling wine: 1 flute per person

COAT CHECK

The Hotel will arrange checkroom services with a cost of € 150.00 for your event.

DAMAGE

The Hotel is not responsible for any damage or loss to any merchandise, articles or valuables belonging to the host or their guests located in the hotel prior to, during or subsequent to any function.

The host is responsible for any damages incurred to the hotel, including those involving the use of any independent contractor arranged by the host or their representative.

FOOD AND BEVERAGE

The client will ensure that no food or beverage is brought into the Hotel by themselves or any of their guests, unless previously agreed in writing, with the catering manager.

FUNCTION GUARANTEES

The Hotel requires an approximate guest count ten days prior to the event. It is the responsibility of the client to advise the final guarantee to the hotel two working days prior to the event.

If no guarantee is received, the original contracted number will be charged, or the actual number of guests served, whichever is greater. The Hotel reserves the right to provide an alternate function room best suited for the group should the number of guests attending the function differ from the original number contracted.

FUNCTION SPACE WALLS AND CEILINGS

Nothing may be affixed to the walls, ceilings, floors or pillars by the use of nails, screws, drawing pins, tape or by any other means.

All displays should be freestanding and away from the walls and light fittings.

LABOUR SERVICE

After 00h, a fee of 500€ per hour will be charged corresponding to the nightly hours.

PORTER

The Hotel will arrange porter services with a cost of € 150.00 for your event. (only for private entrance of the Ballroom)

PRICES

All the prices include VAT. Those prices include service and space rental.

All the prices indicated can be altered without previous warning and are subject to confirmation.

Special prices for children: 00 – 04 years old - no charge,

04 – 12 years old - 50%

SECURITY

The Hotel must approve all security arrangements.



FOUR SEASONS HOTEL RITZ LISBON

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