



HYATT  
PLACE™

## MEETINGS AT HYATT PLACE®

Add style and service to your next meeting when you host it at Hyatt Place. Our All-Inclusive Meeting Package includes a Hyatt Place Meeting Host dedicated to the success of your meeting, as well as a full day meeting room rental, audio/visual equipment and innovative food and beverage offerings. Have a more custom need in mind? Enjoy plenty of options in everything from half day room rentals to a variety of food offerings.

**Hyatt Place Richmond/Arboretum** • 201 Arboretum Place • Richmond , Virginia 23236 • t: 804 560 1566

# HYATT PLACE® ALL-INCLUSIVE MEETING PACKAGE

Add style & service to your next meeting when you host it at Hyatt Place. Our All-Inclusive Meeting Package includes a Hyatt Place Meeting Host dedicated to the success of your meeting, as well as a full day meeting room rental, audio/visual equipment & innovative food & beverage offerings. (6 guest minimum)

## AUDIO/VISUAL EQUIPMENT

Hyatt Place All-Inclusive Meetings include set-up to your specifications with our 72" conference tables & padded chairs, wired or wireless projectors & projection screen, 42" flat-panel HDTV, speakerphone\*, 2 flipchart /easel combos, free Wi-Fi throughout the hotel & an executive briefcase with all essential meeting supplies.

\*additional fees apply to non-local, outbound calls

## A.M. KITCHEN SKILLET™

(public hotel guest breakfast in our Guest Kitchen)

Complimentary a.m. Kitchen Skillet™, featuring freshly prepared Breakfast Sandwiches, Hot Sweet Items, Steel Cut Oatmeal & Fresh Cut Mixed Fruit, is available from 6:30 a.m. to 9:00 a.m. (Monday Friday) & 7:00 a.m. to 10:00 a.m. (Saturday & Sunday) in our public Guest Kitchen as a self-serve buffet for your guests.

A private Continental or Hot Breakfast can be served in the privacy of your meeting room for an additional fee: see attached Breakfast Menu for options.

## MORNING BREAK

Torrefazione Italia® coffee (Regular & Decaf), assorted Tazo® Teas. Served with Whole Fresh Fruit & Nutri-Grain Bars®, Sodas & Aquafina® Water.

## LUNCH

Served in our Guest Kitchen at the time of your choosing. Please select from the attached Menu options.

## AFTERNOON BREAK

Torrefazione Italia® coffee (Regular & Decaf) & assorted Tazo® Teas. Served with Whole Fresh Fruit, assorted Premium Chips & a variety of Candy Bars, Sodas & Aquafina® Water.

The All-Inclusive Meeting Package also includes unlimited Aquafina® Bottled Water refills.

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# BREAKFAST

Whether it's hot breakfast sandwiches, steel-cut oatmeal or fresh fruit, we know how important a good breakfast is to your meeting.



## HYATT PLACE® A.M. KITCHEN SKILLET™

(public hotel guest breakfast in our Guest Kitchen)

If you don't mind your meeting attendees jumping in line with our other hotel guests, let them enjoy our delicious a.m. Kitchen Skillet™ self-serve breakfast in our Guest Kitchen.

### Includes:

Freshly made Hot Breakfast Sandwiches and Hot Sweet Items  
Bowl Station with Cereal, Oatmeal, Yogurt, Fresh Cut Mixed Fruit & Toppings  
Assorted Bagels, Thick Sourdough & Multigrain Breads  
Cream Cheese, Butter & Assorted Preserves  
Variety of Juices  
Torrefazione Italia® coffee  
(Regular & Decaf)  
Assorted Tazo® Teas  
with Hot Water & Cut Lemons

## CONTINENTAL BREAKFAST

(served in the privacy of your meeting room)

Perfect if you are looking for a light morning offering, served right in your meeting room.

### Includes:

Freshly Baked Muffins  
Assorted Bagels  
Fruit Yogurts  
Fresh Cut Mixed Fruit  
Granola & Dried Fruit with Milk  
Cream Cheese, Butter & Assorted Preserves  
Apple Juice, Orange Juice & Tomato Juice  
Torrefazione Italia® coffee  
(Regular & Decaf)  
Assorted Tazo® Teas  
with Hot Water & Cut Lemons

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# BREAKFAST

## (CONTINUED)



### **HOT BREAKFAST**

(served in the privacy of your meeting room)

Looking for a satisfying hot breakfast served in the privacy of your meeting room? Then this is the option for you.

#### **Includes:**

Freshly Baked Muffins

Fresh Cut Mixed Fruit

Butter & Assorted Preserves

Apple Juice, Orange Juice & Tomato Juice

Torrefazione Italia® coffee

(Regular & Decaf)

Assorted Tazo® Teas

with Hot Water & Cut Lemons

Also includes your choice of two of the following breakfast sandwiches served with roasted breakfast potatoes:

#### **HP Signature Breakfast Sandwich**

Egg Patty, Applewood Smoked Bacon & Sliced Gouda Cheese on our Signature Potato Roll

#### **Sante Fé Bagel (low carb option)**

Open-faced Whole-Wheat Bagel Thin, Ham, Egg Patty, Fresh Spinach & Diced Tomato with Chipotle Mayo

#### **Classic Muffin**

English Muffin, Egg Patty, Ham & Cheddar Cheese

#### **Sunrise Croissant (low carb option)**

Open-faced Croissant topped with an Egg Patty, Fresh Spinach, Mushrooms & Muenster Cheese

#### **Southwest Biscuit**

Open-faced Biscuit, Egg Patty, Turkey, Pepper Jack Cheese, Diced Tomato & Roasted Green Salsa

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# MARKET LUNCH

The Market Lunch Menu offers delicious choices sure to satisfy all your guests. (6 guest minimum)



## SOUPS & GREENS

Please select two for your group:

### Tomato Basil Bisque

Ripe Tomatoes, Onions & Sweet Basil in rich Chicken Stock with a touch of Fresh Cream

### Chicken Tortilla

Chicken, Roasted Corn & Poblano Peppers in a Zesty Tomato Broth, served with Tri-Colored Corn Tortilla Chips (Gluten free without Tortillas)

### Creamy Portobello Mushroom with Brie

Rich Creamy Bisque with Portobello Mushroom and Brie Cheese

### Spinach Salad

Baby Spinach, Marinated Artichokes, Red Onions, Almonds & Dried Cranberries with Raspberry Vinaigrette Dressing on the side

### Chicken Caesar Salad

Crisp Romaine, Grilled Chicken Breast & Garlic Croutons with Creamy Parmesan Caesar Dressing on the side

### Café Salad

Crisp Romaine, Turkey Breast, Smoked Ham, Applewood Smoked Bacon, Shredded Monterey Jack Cheese, Diced Tomatoes & Red Onions with Balsamic Vinaigrette Dressing on the side

## BEVERAGES

Aquafina® Water

Assorted Pepsi® Beverages

Pepsi, Diet Pepsi, Sierra Mist, Mountain Dew

## SANDWICHES & WRAPS

Served with pickles & assorted premium chips.  
Please select two for your group:

### Ham & Swiss Sandwich\*

Smoked Ham, Swiss Cheese & Honey Dijon, on a Pretzel Roll

### Turkey Club Sandwich

Roasted Turkey Breast, Applewood Smoked Bacon, Lettuce, Diced Tomatoes & Garlic Aioli, served on Toasted Sourdough & Multigrain Breads

### Italian Wrap\*

Roasted Turkey Breast, Smoked Ham, Pepperoni, Provolone Cheese, Basil Pesto & Seasoned Diced Tomato Blend in a Flour Tortilla

\*Your choice of warm or cold sandwiches when buffet is served in the Guest Kitchen

## SWEETS

### Freshly Baked Cookies

Chocolate Chunk & Reese's® Peanut Butter

 Vegetarian  Gluten Free

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# EXECUTIVE LUNCH

For the larger crowd, the Executive Lunch Menu offers plenty of choices to help you ensure to leave every guest's mouth watering. (10 guest minimum)



## APPS

Please select one for your group:

### Chips & Dips

Tri-Colored Corn Tortilla Chips with Guacamole & Zesty Tomato Salsa

### Tomato Bruschetta ▼

Tomato, Garlic, Basil & Olive Oil Bruschetta, topped with Parmesan Cheese, served with Fire Roasted Red Peppers, Herb Flatbread & Carr's® Crackers

### Hummus Flight Trio ▼

Trio of Red Pepper, Roasted Garlic & Basil Pesto Hummus, served with Kalamata Olives, Pepperoncini, Fire Roasted Peppers, Herb Flatbread & Carr's® Crackers

## SOUPS

Please select two for your group:

### Tomato Basil Bisque

Ripe Tomatoes, Onions & Sweet Basil in Rich Chicken Stock with a touch of Fresh Cream

### Chicken Tortilla Ⓞ

Chicken, Roasted Corn & Poblano Peppers in a Zesty Tomato Broth, served with Tri-Colored Corn Tortilla Chips (Gluten free without Tortillas)

### Roadhouse Chili

Chili made with Ground Beef, Kidney Beans, Tomatoes, Onions, Peppers & Spices, served with Shredded Cheddar Cheese

### Creamy Portobello Mushroom with Brie

A Rich Creamy Bisque with Portobello Mushroom and Brie Cheese

## GREENS

Includes the following items:

### Spinach Salad ▼ Ⓞ

Baby Spinach, Marinated Artichokes, Red Onions, Almonds & Dried Cranberries with Raspberry Vinaigrette Dressing on the side

### Chicken Caesar Salad

Crisp Romaine, Grilled Chicken Breast & Garlic Croutons with Creamy Parmesan Caesar Dressing on the side

## SANDWICHES & WRAPS

Served with pickles & assorted premium chips.

Includes the following items:

### Ham & Swiss Sandwich\*

Smoked Ham, Swiss Cheese & Honey Dijon, on a Pretzel Roll

### Turkey Club Sandwich

Roasted Turkey Breast, Applewood Smoked Bacon, Lettuce, Diced Tomatoes & Garlic Aioli, served on Toasted Sourdough & Multigrain Breads

### Italian Wrap\*

Roasted Turkey Breast, Smoked Ham, Pepperoni, Provolone Cheese, Basil Pesto & Seasoned Diced Tomato Blend in a Flour Tortilla

\*Your choice of warm or cold sandwiches when buffet is served in the Guest Kitchen

## SWEETS

New York Style Mini Cheesecakes

Gourmet Cupcakes

## BEVERAGES

Aquafina® Water

Assorted Pepsi® Beverages

Pepsi, Diet Pepsi, Sierra Mist, Mountain Dew

▼ Vegetarian Ⓞ Gluten Free

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# BUILD YOUR OWN PICNIC

Give your guests variety & the satisfaction of lunch their way with our new Build Your Own Picnic Menu. (10 guest minimum)



## APPS

Please select one for your group:

### Cheese Plate ▼

Sliced Smoked Gouda, Provolone, Swiss & Cheddar Cheese, Kalamata Olives, Marinated Artichokes, Fire Roasted Red Peppers, Herb Flatbreads & Carr's® Crackers

### Tomato Bruschetta ▼

Tomato, Garlic, Basil & Olive Oil Bruschetta, topped with Parmesan Cheese, served with Fire Roasted Red Peppers, Herb Flatbread & Carr's® Crackers

### Hummus Flight Trio ▼

Trio of Red Pepper, Roasted Garlic & Basil Pesto Hummus, served with Kalamata Olives, Pepperoncini, Fire Roasted Peppers, Herb Flatbread & Carr's® Crackers

## BUILD YOUR OWN SANDWICH

Served with ciabatta & signature potato rolls, pickles & assorted premium chips.

### Grilled Char Burgers

### BBQ Pulled Pork

Tender Shredded Pork Shoulder tossed in a Tangy Sweet Baby Ray's® BBQ sauce

### Grilled Chicken Breast

#### Fixings

Lettuce, Diced Tomato & Sliced Red Onions, Assorted Sliced Cheeses: Smoked Gouda, Provolone, Swiss & Cheddar Cheese, Assorted Condiments: Ketchup, Mayo, Mustard, Sliced Jalapeños & Guacamole

## SWEETS

### Freshly Baked Cookies

Chocolate Chunk & Reese's® Peanut Butter

## SIDES

Please select two for your group:

### Roasted Redskin Potatoes ▼

Redskin Potatoes seasoned with Fire Roasted Red Peppers & Onions

### Potato Salad ▼

Tender Cooked Diced Potatoes, Sweet Pickles, Crunchy Fresh Celery & Onions blended with a Rich Mayo Dressing

### Coleslaw ▼

Chopped Green Cabbage with Diced Onions, Carrots & Celery tossed in a Sweet Vinegar Dressing

### Fresh Cut Mixed Fruit ▼

Mix of Fresh Pineapple, Oranges, Cantaloupe, Honeydew & Grapes

## BEVERAGES

### Aquafina® Water

### Assorted Pepsi® Beverages

Pepsi, Diet Pepsi, Sierra Mist, Mountain Dew

▼ Vegetarian

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# LIGHT AFTERNOON BREAKS



Need a refuel for your meeting? Build a light afternoon break by selecting any items from the below list, or maybe several.

Choose from the following selections, each option is priced separately.

## FRUIT & VEGGIE OPTIONS ♡

Assorted Fruit Yogurts

Nutri-Grain® Bars

Whole Fresh Fruit

Celery & Carrot Crudité  
with Blue Cheese & Ranch Dressings

Hummus Flight Trio  
with Herb Flatbreads

Fresh Cut Mixed Fruit

Cheese Plate

## SWEET & SALTY OPTIONS

Mini Cheesecake Bites

Gourmet Cupcakes

Muffins

Candy Bars

Cinnamon Rolls

Chocolate Chunk Cookies

Reese's® Peanut Butter Cookies

Bagels with Cream Cheese

Tri-Colored Corn Tortilla Chips & Zesty Tomato Salsa ♡

Tomato Bruschetta ♡  
with Herb Flatbreads

## BEVERAGE OPTIONS

Torrefazione Italia® coffee  
(Regular & Decaf)

Assorted Tazo® Teas  
with Hot Water & Cut Lemons

Aquafina® Water

Assorted Pepsi® Beverages  
Pepsi, Diet Pepsi, Sierra Mist, Mountain Dew

## UNLIMITED HALF DAY BEVERAGE BREAK

Extra thirsty? Our Unlimited Half Day Beverage Break gives you plenty to choose from, including:

Torrefazione Italia® coffee,

Assorted Tazo® Teas

Aquafina® Water & Assorted Pepsi® Beverages  
(4 hr unlimited refill)

♡ Vegetarian

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# RECEPTIONS

Hosting a reception with your meeting? Try one or several of our delicious options for guests to enjoy as they mingle.



Choose from the following selections, each option is priced separately.

## COLD OPTIONS

### Cheese Plate ▼

Sliced Smoked Gouda, Provolone, Swiss & Cheddar Cheese, Kalamata Olives, Marinated Artichokes, Fire Roasted Red Peppers, Herb Flatbreads & Carr's® Crackers

### Tomato Bruschetta ▼

Tomato, Garlic, Basil & Olive Oil Bruschetta, topped with Parmesan Cheese, served with Fire Roasted Red Peppers, Herb Flatbreads & Carr's® Crackers

### Hummus Flight Trio ▼

Trio of Red Pepper, Roasted Garlic & Basil Pesto Hummus, served with Kalamata Olives, Pepperoncini, Fire Roasted Peppers, Herb Flatbread & Carr's® Crackers

### Ham & Cheese Crostini

With Honey Mustard Sauce

### Chips & Dips

Tri-Colored Corn Tortilla Chips with Warm Queso & Zesty Tomato Salsa

### Fresh Cut Mixed Fruit ▼

### Celery & Carrot Crudité ▼

with Blue Cheese & Ranch Dressings

## HOT OPTIONS

### Build Your Own Nacho Bar

Tri-Colored Corn Tortilla Chips, Ground Beef & Bean Chili, Diced Grilled Chicken Breast, Warm Queso & Diced Tomatoes, Jalapeños, Zesty Tomato Salsa, Guacamole & Shredded Lettuce

### Southwestern Chicken Quesadilla

Flour Tortilla, Grilled Chicken Breast, Fire Roasted Peppers & Onions, Monterey Jack & Cheddar Cheese, served with sides of Guacamole, Zesty Tomato Salsa & Sour Cream

### Flatbread Wedges

Spinach & Artichoke ▼, Italiano, & BBQ Chicken Flatbread Wedges

### Mini Monte Cristo Toast Points

Miniature, Warm Quartered French Toast Bites with Smoked Ham, Roasted Turkey Breast & Swiss Cheese served with Maple Syrup

### Turkey Melt Canapé

On Pretzel Bread

## SWEETS

### Mini Cheesecake Bites

### Freshly Baked Cookies

Chocolate Chunk & Reese's® Peanut Butter

### Gourmet Cupcakes

▼ Vegetarian

Please refer to page 10 & 11 for pricing.

# HYATT PLACE® MEETING MENU PRICING

Use of audio/visual equipment & meeting rooms not included unless indicated below.  
Prices shown do not include tax. Please know our purposeful service comes with no service charge.

## ALL-INCLUSIVE MEETING PACKAGE

\$70 per person (6 guest minimum)

Includes the a.m. Kitchen Skillet™ featuring hot breakfast sandwiches & more, Market Menu Lunch, Morning & Afternoon Break as well as use of A/V equipment & full day meeting room rental. A Hyatt Place Meeting Host is also provided to ensure a successful meeting.

Upgrade your All-Inclusive Meeting Package with any of the below options:

Private Continental Breakfast	\$5 upcharge per person
Private Signature Hot Breakfast	\$8 upcharge per person
Executive Lunch Menu	\$5 upcharge per person
Build Your Own Picnic Menu	\$5 upcharge per person
Custom Afternoon Break	Please refer to page 11 for pricing

If you are purchasing the All-Inclusive Meeting Package without booking hotel rooms for your attendees there will be an additional fee for the a.m. Kitchen Skillet™ shown below in the Breakfast Menu.

## BREAKFAST MENU

a.m. Kitchen Skillet™ (public hotel guest breakfast in our Guest Kitchen)	\$0 per person
Private Continental Breakfast (6 guest minimum)	\$5 per person
Private Signature Hot Breakfast (6 guest minimum)	\$8 per person

## MARKET LUNCH MENU

\$20 per person (6 guest minimum)

Includes your choice of two Soups or Salads, two Sandwiches, Chips, Pickles & Freshly Baked Cookies, served with a selection of Beverages

## BUILD YOUR OWN PICNIC MENU

\$25 per person (10 guest minimum)

Includes your choice of an Appetizer, two Sides, variety of Sandwiches & Sweets, served with a selection of Beverages.

Add an additional side for \$5 per person

## EXECUTIVE LUNCH MENU

\$25 per person (10 guest minimum)

Includes your choice of an Appetizer, two Soups, variety of Salads, Sandwiches, Chips, Pickles & Sweets, served with a selection of Beverages

## BOXED LUNCH

\$15 per person (6 guest minimum)

Includes your choice of a Ham & Swiss sandwich or Italian Wrap, served with a bag of assorted Premium Chips, a Freshly Baked Cookie & Bottled Drink

# HYATT PLACE® MEETING MENU PRICING (CONTINUED)

## LIGHT AFTERNOON BREAKS

### Items priced per piece

Assorted Fruit Yogurt	\$2
Nutri-Grain® Bar	\$2
Whole Fresh Fruit	\$2
Mini Cheesecake Bites	\$1
Gourmet Cupcake	\$2
Muffin	\$2
Candy Bar	\$2
Cinnamon Roll	\$2
Chocolate Chunk Cookie	\$2
Reese's® Peanut Butter Cookie	\$2
Bagel with Cream Cheese	\$2

### Items priced per platter (serves 10)

Celery & Carrot Crudité	\$30
Hummus Flight Trio	\$30
Fresh Cut Mixed Fruit	\$25
Cheese Plate	\$25
Tortilla Chips & Zesty Tomato Salsa	\$30
Tomato Bruschetta	\$30

## BEVERAGES (serves 10)

Torrefazione Italia® coffee (Regular & Decaf)	\$35
Assorted Tazo® Teas with Hot Water & Cut Lemons	\$30
Aquafina® Water	\$1
Assorted Sodas	\$1
Unlimited Half Day Beverage Break (4 hr unlimited refill, serves 10)	\$40

## RECEPTIONS

### Items priced per piece

Turkey Melt Canapé	\$3
Ham & Cheese Crostini	\$3
Gourmet Cupcakes	\$2
Mini Cheesecake Bites	\$1
Freshly Baked Cookies	\$2

### Items priced per platter (serves 10)

Build Your Own Nacho Bar	\$30
Southwestern Chicken Quesadilla	\$30
Flatbread Wedges	\$30
Cheese Plate	\$25
Tomato Bruschetta	\$30
Hummus Flight Trio	\$30
Chips & Dips	\$30
Fresh Cut Mixed Fruit	\$25
Celery & Carrot Crudité	\$30

## ROOM RENTAL

Meeting Room 1	\$500 day / \$275 half day
Meeting Room 2	\$200 day / \$125 half day

## AUDIO VISUAL

LCD Projector	\$100
Screen	\$25
42" Flat-Panel TV	\$75
Speakerphone	\$50
Easel / Flipchart	\$40