

# CATERING MENUS

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated  
Dinner

Dinner  
Buffets

Receptions

Bar Service

Audio  
Visual

Floor Plan &  
Capacities

Terms &  
Conditions

*Plizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE



## Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated  
Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



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BALTIMORE

# MEETINGS

## All Day Meeting Packages

### **Pricing**

Full day: \$62.00 per person

Half day: \$30.00 per person (does not include executive lunch buffet)

### Package services include:

#### **Continental Breakfast**

Assorted breakfast breads & pastries

Seasonal sliced fruit

Chilled juices to include: orange, apple and cranberry

Coffee, decaffeinated coffee and hot tea service

#### **Morning Beverage Service Refresh**

Coffee

Bottled water

Assorted soft drinks

#### **Executive Lunch Buffet**

Simple salad

Soup du jour

Chef's choice of two entrees

Chef's choice of starch and vegetable

Chef's choice dessert

Coffee service

Iced Tea

#### **Afternoon Break**

Assorted gourmet cookies

Assorted individual bags of chips

Assorted soft drinks

Coffee service

Iced Tea

Continental Breakfast served for 1 hour

Minimum of 15 people, \$5.00 per person added for groups less than 15.

22% service charge and prevailing State sales and beverage tax not included in above pricing

4 West University Parkway, Baltimore, MD 21218 410.235.5400 [colonnadebaltimore.com](http://colonnadebaltimore.com)

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated  
Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions



DOUBLETREE  
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BALTIMORE

# A LA CARTE

## Beverage

Freshly brewed coffee (20 cups per gallon)	\$45.00/gallon
Freshly brewed decaffeinated coffee (20 cups per gallon)	\$45.00/gallon
Selection of domestic and herbal teas	\$45.00/gallon
Freshly brewed iced tea	\$45.00/gallon
Lemonade	\$45.00/gallon
Bottled water (12oz. bottles)	\$3.00/each
Assorted soft drinks (12 oz. Coca Cola® products)	\$3.00/each
Chilled bottled juices (10oz. bottles of orange, grapefruit, cranberry, v8® or apple)	\$4.00/each
Red Bull® (8oz cans)	\$5.00/each
Assorted Gatorade® sports drinks (20 oz. bottles)	\$4.00/each

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## Breakfast Delights

Individual fruit yogurts	\$2.00/each
Individual boxed cereals with milk (Special K®, Rice Krispies®, Corn Flakes®, Cheerios®, Raisin Bran® & Frosted Mini Wheats®)	\$4.00/each
Individual milks	\$3.00 each
Sliced seasonal fresh fruit and berries	\$5.00/ person
Assorted muffins	\$36.00/dozen
Assorted danish pastries	\$36.00/dozen
Croissants	\$36.00/dozen
Bagels with cream cheese	\$36.00/dozen

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## Afternoon a la Carte

Individual bags of chips or pretzels	\$2 each
Energy bars, granola and multi-grain bars	\$3 each
Assortment of candy bars	\$3 each
Soft pretzels with mustard	\$4 each
Cookies or brownies by the dozen	\$36.00/dozen
Freshly popped popcorn from an antique-style popcorn wagon	\$4.50/person

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated  
Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# BREAKFAST

## Continental Breakfasts

Continental breakfast available until 10:30am. All breakfasts served for 1 hour.

### **Standard Continental - \$14.00 per person**

Choice of two chilled fruit juices (orange, grapefruit, v8<sup>®</sup>, apple or cranberry)

Assortment of danishes, muffins & croissants

Butter, jams & preserves

Freshly brewed coffee, decaffeinated coffee and assorted teas

### **Continental Plus - \$17.00 per person**

Choice of two chilled fruit juices (orange, grapefruit, v8<sup>®</sup>, apple or cranberry)

Seasonal sliced fruit

Fruit yogurt & granola

Bagels with cream cheese, jams & preserves

Assorted breakfast breads

Freshly brewed coffee, decaffeinated coffee and assorted teas

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## Breakfast Buffets

All breakfasts served for 1 hour. Minimum of 20 people. \$5.00 per person added for groups less than 20.

### **Colonnade Buffet - \$22.00 per person**

Choice of two chilled fruit juices (orange, grapefruit, v8<sup>®</sup>, apple or cranberry)

Seasonal sliced fruit

Freshly scrambled eggs

Crisp applewood-smoked bacon and sausage

Breakfast potatoes

Freshly baked assorted miniature breakfast breads

Butter, jams & preserves

Freshly brewed coffee, decaffeinated coffee and assorted teas

### **Colonnade Deluxe Buffet- \$28.00 per person**

Choice of two chilled fruit juices (orange, grapefruit, v8<sup>®</sup>, apple or cranberry)

Seasonal sliced fruit

Freshly scrambled eggs

Crisp applewood-smoked bacon or sausage

Breakfast potatoes

Buttermilk pancakes (with warm syrup, blueberry topping and whipped butter)

Attended made-to-order omelet station (\$100 attendant fee per 50 people)

with ham, cheese, peppers, spinach, tomatoes, mushrooms and onions

Freshly baked assorted miniature breakfast breads

Butter, jams & preserves

Freshly brewed coffee, decaffeinated coffee and assorted teas

# BREAKFAST

## Breakfast Buffet Specialty Upgrades

(Chef attendant required @ \$100.00 per 50 people for all listed buffet upgrades)

All breakfasts served for 1 hour. Minimum of 20 people. \$5.00 per person added for groups less than 20. All prices in addition to our standard buffet breakfast menus

**Pancake and Waffle Station** **\$9.00 per person**

(Minimum 25 people)

Made-to-order with blueberries, strawberries, walnuts, maple syrup and whipped cream

**Attended Made-to-Order Omelet Station** **\$10.00 per person**

Served with ham, cheese, peppers, baby spinach, tomatoes, mushrooms and onions

**Bloody Mary and Mimosa Bar** **\$12.00 per person**

Served for 1 hour (\$50.00 bartender fee)

**Whole Poached Salmon Display** **\$10.00 per person**

(minimum of 40 people)

Classic garnishes & dill dressing  
Assorted crackers and crème fraiche

### Breakfast Extras:

**English Muffins** **\$2.00 each**

**Hard Boiled Eggs** **\$1.00 each**

**Frittata/Vegetarian** **\$4.00 Per Person**

**Frittata/Maryland Crab & Spinach** **\$5.00 Per Person**

Meetings

A la Carte

Breakfast  
-Upgrades

Lunch

Breaks

Plated  
Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

Meetings

A la Carte

Breakfast

Lunch  
-Plated

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Plated Lunch

All entrees include: choice of one starter & dessert and freshly baked bread service, Chef's choice of starch and vegetable, freshly brewed iced tea, coffee & tea service.

### Starters (choose one)

Berry trio salad – Three seasonal berries with mesclun greens and raspberry vinaigrette  
Maryland crab soup  
Caesar salad  
Mixed green salad  
Soup du jour

### Entrees

**Roasted Rosemary Breast of Chicken - \$24.00 per person**  
Slow-roasted airline chicken breast topped with white wine cream

**Chicken Tuscany - \$24.00 per person** \*\*\*\*\*  
Served in a white wine, butter

**Grilled Salmon - \$27.00 per person**  
Honey, Teriyaki, or in a Beurre Blanc

**Grilled Bistro Steak - \$30.00 per person**  
Seared and cooked to medium with wild mushrooms

**Maryland Crab Cake - Market price per person**  
Broiled lump crab cake

**Vegetable Napoleon - \$22.00 per person**  
Marinated grilled portabella mushroom, squash, red onions and beefsteak tomatoes. Finished in the oven and served over our house marinara sauce

### Desserts (choose one)

Strawberry tart  
Fresh berries and crème anglaise  
Chocolate mousse cake  
Wild berry or lemon sorbet  
Vanilla or chocolate ice cream

Meetings

A la Carte

Breakfast

Lunch  
-Buffets

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Lunch Buffets

Minimum of 20 people. \$5.00 per person added for groups less than 20.

### **Colonnade Lunch Buffet - \$32.00 per person**

Seasonal greens with assorted dressings  
Entrees (select two)  
Chicken Marsala  
Rosemary chicken  
Oven-seared salmon  
Sliced roast beef with sherry mushroom sauce  
Montréal-crusted pork loin  
Chef's selection of accompaniments  
Rolls and butter  
Assorted desserts  
Coffee, decaffeinated coffee, tea & iced tea

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### **Mediterranean Salad Buffet - \$30.00 per person**

Greek salad with feta cheese, kalamata olives and Greek dressing  
Cucumber salad with mint yogurt sauce  
Antipasto salad of marinated vegetables  
Herbed grilled chicken breast  
Spanikopita  
Seasoned basmati rice  
Rustic bread & pita served with hummus  
Baklava & dried cookies  
Coffee, decaffeinated coffee & iced tea

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### **Hopkins Deli - \$26.00 per person**

Soup du jour Or Garden Salad  
Assorted pre-made baguette sandwiches containing sliced roast beef, ham turkey, plum tomato & Mozzarella on Rye  
assorted cheeses  
Lettuce, tomato, onion & dill pickles  
Gourmet mustard & mayonnaise  
Choice of two salads:  
Red bliss potato salad  
Italian pasta salad  
Sweet & spicy cabbage slaw  
Mozzarella salad  
Seasonal fruit bowl & assorted cookies & brownies  
Coffee, decaffeinated coffee & iced tea

### **Make Your Own Sandwich Buffet - \$29.00 per person**

Served as the Hopkins Deli with assorted artisan breads

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Meetings

A la Carte

Breakfast

Lunch  
-Buffets

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Lunch Buffets continued

Minimum of 20 people. \$5.00 per person added for groups less than 20.

### **That's Italian! - \$30.00 per person**

Tomato mozzarella salad  
Traditional Caesar salad  
Choice of two entrees  
Vegetable lasagna  
Cheese tortellini with a roasted garlic cream sauce  
Grilled breast of chicken with a rosemary lemon butter  
Italian meatballs  
Italian sausage & peppers  
Chicken parmesan  
Shrimp parmesan (add \$2.00 per person)  
Thyme-scented Italian vegetables with fresh tomatoes  
garlic breadsticks  
Tiramisu  
Coffee, decaffeinated coffee & iced tea

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### **South of the Border- \$28.00 per person**

Chicken Tortilla Soup  
Black Beans  
Warm Flour Tortillas & Hard Shell Tacos  
Grilled Chicken & Beef Strips  
Sautéed Onions & Peppers  
Spanish Rice  
Salsa, Guac, Tomatoes, Sour Cream, Shredded Cheddar Cheese  
Coffee, decaffeinated coffee & iced tea

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### **Wood Smoked BBQ - \$32.00 per person**

Mixed greens with crumbled blue cheese, candied pecans and  
apple-cider vinaigrette  
Sweet cabbage slaw  
Three bean chili  
From our wood smoker :  
Beer BBQ" chicken  
BBQ pulled pork  
BBQ baby back ribs  
House-made BBQ sauce  
Selection of breads and rolls  
Macaroni and cheese  
Butter poached corn on the cob  
Assorted desserts  
Coffee, decaffeinated coffee & iced tea

Meetings

A la Carte

Breakfast

Lunch  
-Boxed

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Alizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Boxed Lunches - \$18.00 per person

All bag lunches include:

Sandwich selection, chef's choice of salad selection

Seasonal whole fruit and potato chips

Chef's selection of dessert item

Bottled water or assorted soft drinks

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### **Selection of (3) Sandwich options**

Honey ham on rustic bread with Swiss cheese

Roast beef on a brioche bun, with provolone

Slow-roasted turkey on wheat-berry bread with  
Swiss cheese

Grilled chicken in wheat tortilla

Ripe tomato and mozzarella on ciabatta

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**Bagged lunches will be set up  
as a grab & go station unless  
otherwise specified**

# BREAKS

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

## Themed Breaks

(based on one hour time frame)

### **Stadium Break - \$14.00 per person**

Freshly popped popcorn  
Soft pretzels with mustard  
Candy bars and, trail mix  
Assortment of sodas, Lemonade, coffee and tea service

### **The Chocoholic -\$16.00 per person**

Chocolate chip cookies  
Chocolate dipped pretzels & strawberries  
Double fudge brownies  
Assorted candy bars  
Assortment of sodas, bottled spring waters, coffee and tea service

### **Fruitlicious-\$15.00 per person**

Tropical fruit skewers  
Seasonal Berry Bowl  
Assorted Fruit tarts  
Carafes Of Fruit Juice  
Assortment of sodas, bottled spring waters, coffee and tea service

### **Health and Wellness - \$14.00 per person**

Sliced fresh seasonal fruit  
Granola bars & nutri-grain bars  
Yogurt with granola topping  
Vegetable crudité's with dips  
Bottled juices & waters

### **English Tea Time - \$17.00 per person**

Chef's selection of assorted finger sandwiches  
Assorted scones, pound cake & biscuits  
Butter cookies and sweets  
Selection of herbal teas  
Sweet cream and flavored butters  
Lemon wedges, honey & sugar cubes

### **Dip It! -\$17.00 per person**

Toasted Pita Chips & Hummus  
Vegetable Crudite & Rand Dip  
Tortilla Chips & Salsa  
Sliced Fruit with Raspberry Yogurt Dip  
Soft Drinks & Lemonade

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# PLATED DINNER

## Plated Dinner

All entrees include: choice of one starter and dessert, chef's choice of seasonal vegetable and starch, freshly baked bread service, freshly brewed iced tea, coffee and tea service

### Starters (choose one salad or soup)

Baby spinach salad	Simple salad
Caesar salad	Tomato-basil bisque
Maryland crab soup	

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### Entrees (priced per person)

Pan seared salmon filet served with a saffron beurre blanc	\$38.00
Seared halibut in a citrus butter	market
Maryland-style crab cake served with a remoulade sauce	market
Grilled filet mignon with shiitake mushroom and madeira wine sauce	\$44.00
New York strip served with a garlic demi -glaze	\$42.00
Breast of chicken stuffed with crab imperial and served with an Old Bay® cream sauce	\$36.00
Oven-roasted breast of chicken with a pesto cream sauce	\$30.00
Stuffed chicken breast with roasted red peppers and a sun-dried tomato basil cream sauce	\$30.00
Penne pasta and seared marinated shrimp or chicken served with a roasted red pepper, pancetta basil cream sauce	\$31.00
Pasta primavera: penne pasta tossed in oil and sautéed vegetables	\$27.00
Grilled vegetable napoleon of eggplant, peppers, mushrooms, zucchini atop of red sauce	\$27.00

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### Desserts (choose one)

Chocolate tart	Fresh berries and crème anglaise
New York cheesecake	Chocolate mousse cake

Meetings  
A la Carte  
Breakfast  
Lunch  
Breaks  
Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# DINNER BUFFETS

## Dinner Buffets

(minimum of 30 people) - buffet prices based on 1.5 hours of service

### **A Taste of Italy - \$42.00 per person**

Caesar salad

Antipasto platter - include artichokes, mushrooms, grilled Italian vegetables, peppers, portabella, salami, provolone and mozzarella

Grilled Italian sausage smothered in peppers and onions

Traditional chicken parmesan

Sicilian style ratatouille

Fettuccini alfredo with a light cream sauce

Focaccia and garlic bread

Assorted desserts

Freshly brewed coffee and assorted teas

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### **The Baltimore - \$55.00 per person**

Maryland crab soup

Mixed greens with shrimp and assorted dressings

Sliced sirloin with cognac mushroom demi-glaze

Fried chicken

Marinated bistro steak with natural au jus

Garlic roasted red potatoes

Steamed seasonal fresh vegetables

Fresh rolls with butter

Assorted desserts

Freshly brewed coffee and assorted teas

Add-on Maryland crab cake for \$6.00 per person

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### **The Roland Park - 45.00 per person**

Crisp tossed greens with assorted dressing

Red potato salad, Italian pasta salad

Teriyaki chicken breast with mango chutney

Sliced sirloin with cognac mushroom demi-glaze

Sautéed fresh vegetables with garlic butter and white wine

Rice pilaf -or- oven roasted red potatoes

Fresh rolls and butter

Assorted desserts

Freshly brewed coffee and assorted teas

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# RECEPTION

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner

Buffets

Reception

-Hors D'Oeuvres

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Alizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Hors D'Oeuvres

Mini coconut lobster tails	\$250 per 50 pieces
Tequila shrimp kebabs	\$200 per 50 pieces
Marinated chicken Or beef kebabs	\$150 per 50 pieces
Coconut shrimp with Thai chili sauce	\$200 per 50 pieces
Maryland mini crab cakes with remoulade	\$200 per 50 pieces
Barbeque chicken satay	\$125 per 50 pieces
Fried parmesan artichoke heart	\$125 per 50 pieces
Spanikopita	\$125 per 50 pieces
Vegetable quesadillas	\$125 per 50 pieces
Chicken quesadillas	\$125 per 50 pieces
Shrimp crostini	\$175 per 50 pieces
Smoked salmon on brioche toast points	\$150 per 50 pieces
Clams casino	\$200 per 50 pieces
Asian spring rolls	\$100 per 50 pieces
Assorted mni quiche	\$100 per 50 pieces
Cajun chicken brochettes	\$125 per 50 pieces
Scallops wrapped in bacon	\$150 per 50 pieces
Buffalo wings/ Sliced celery	\$ 100 per 50 pieces
Chili-rubbed bistro steak on tortilla toast points	\$150 per 50 pieces
Fresh fruit kebabs with raspberry yogurt	\$150 per 50 pieces
Teriyaki beef skewers	\$150 per 50 pieces
Jumbo shrimp cocktail	\$175 per 50 pieces
Lamb lollipops	\$200 per 50 pieces
Beef franks in a blanket	\$100 per 50 pieces
Chicken wellington	\$150 per 50 pieces
Antipasto skewers	\$150 per 50 pieces
Domestic cheese & cracker display`	\$175.00 serves 50
Tomato/mozzarella bruschetta	\$150.00 serves 50

An attendant fee of \$25.00 per server will be added to any hand passed horsdoeuvre service,  
One per 50 people

# WELCOME RECEPTION

## Welcome Cocktail Reception

\$32 per person plus tax and gratuity

House Beer & Wine Service

### Selection of Four :

Cheese Board Display

Seasonal Fruit Display

Crudite with Dipping Sauces

Mini Chicken Wellington

Mini Beef Wellington

Black Bean Quesadillas

Tomato /Mozzarella Bruschetta

Hummus/Pita Chips

Beef Tenderloin on Crostini

Antipasto Skewers

Spanikopita

Beef Sate

*Pricing based on 1.5 hours of service*

*Alizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# RECEPTION

## Carving Stations

prices based on 1.5 hours of service / \$100 attendant/carver fee

### **Roast Tenderloin of Beef - \$350 (serves 50 people)**

with mini rolls, dijon mustard, mayo, horseradish & natural jus

### **Whole Roasted Strip Loin of Beef - \$300 (serves 50 people)**

with rustic rolls, dijon mustard, mayo and horseradish

### **Bourbon Glazed Ham - \$250 (serves 50 people)**

with honey wheat rolls & dijon mustard

### **Roasted Whole Turkey - \$250 (serves 50 people)**

with house-made natural gravy, silver dollar rolls, mayo and dijon mustard

### **Barbeque Brisket - \$250 (serves 50 people)**

with caramelized onion BBQ sauce, sweet and spicy cabbage slaw and assorted breads rolls

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## Attended Stations

prices based on 1.5 hours of service / \$100 attendant/carver fee

### **Caesar Salad Station - \$15.00 per person**

Garlic croutons & grated parmesan cheese  
Garlic bread, sautéed chicken and shrimp

### **The Raw Bar - \$35.00 per person (minimum 30 guests)**

Steamed shrimp, clams & oysters on the half shell  
Mignonette sauce, cocktail sauce, Tabasco & lemon wedges  
Add snow crab claws for an additional \$15 per person

### **Bananas Foster - \$10.00 per person**

Bananas sautéed, before your eyes, with rum and banana liquor, served over a scoop of vanilla ice cream

### **Ice Cream Sundae Bar - \$10.00 per person**

Vanilla, chocolate and strawberry ice cream served with assorted toppings to include: hot fudge, butterscotch, strawberry sauce, crushed Oreo<sup>®</sup> cookies, M&M's<sup>®</sup>, chopped nuts, cherries and whipped cream

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception  
-Stations

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# DISPLAYS & STATIONS

## **Domestic Cheese Display - \$10.00 per person**

Served with assorted crackers and garnished with fresh fruit  
Imported Cheese display - \$12.00 per person

## **Crudités Display - \$7.00 per person**

Crisp garden vegetables with chef's choice of dipping sauces

## **Grilled Crudités Display - \$9.00 per person**

Marinated seasonal vegetables

## **Antipasto Display - \$10.00 per person**

Prosciutto, coppa, mortatella, capricolla, salami, provolone & mozzarella served with marinated vegetables, olives & Italian breads

## **Bruschetta Station - \$8.00 per person**

Oven-baked garlic bruschetta

Toppings include roasted mushrooms with garlic & herbs, roma tomatoes, mozzarella & basil-olive tapenade

## **Baked Brie - \$8.00 per person (20 person minimum)**

Encrusted in a golden brown pastry shell and garnished with dried fruits & brown sugar

## **Hot Crab Dip - \$10.00 per person (20 person minimum)**

Served with assorted toast points and baguette

## **Special Spuds - \$8.50 per person**

Yukon gold, sweet and purple mashed potatoes presented in martini glasses with whipped butter, hickory smoked bacon, grated cheddar, green onions and sour cream

## **Sweet Crepes - \$10.00 per person**

Chocolate and sweet batter crepes offered with assorted fruit toppings, ganache and whipped cream

## **Chocolate Dipped - \$8.00 per person**

Chocolate Dipped strawberries, bananas, pretzels, raisins, marshmallows

## **Snowball Station \$5.00 per person (20 person minimum) 2-Hour Time**

Frame/ \$100.00 Attendant Fee Shaved Ice Four Syrup Flavors

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception  
-Displays

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# BAR SERVICE

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

## Hosted & Cash Bar

on consumption, charges based on number of consumed drinks

Deluxe/ premium cocktails \$9/\$10

Imported beer \$7

Domestic beer \$5

Specialty imported beer \$8

Glass of wine \$8

Assortment of sodas \$3

Bottled spring waters \$3

## Specialty House Martinis \$8.00 each

## Open Bar

unlimited consumption, price per person, based on guarantee or actual attendance

Deluxe/ premium

One hour \$24/ \$27

Two hours \$32/ \$36

Three hours \$38/ \$43

Four hours \$42/\$47

**Wine, Beer & Soft Drink Bar - \$14.00 per hour, per person**

### **Premium Brand Cocktails include:**

Jack Daniels<sup>®</sup>, Tanqueray<sup>®</sup>, Absolute<sup>®</sup>, Chivas Regal<sup>®</sup>, Crown Royal<sup>®</sup>, Captain Morgan<sup>®</sup> spiced rum and 1800<sup>®</sup>, Heineken<sup>®</sup>, Amstel light<sup>®</sup>, Corona<sup>®</sup>, Samuel Adams<sup>®</sup> seasonal.

### **Deluxe Brand Cocktails include:**

Jim Beam<sup>®</sup>, Gordon's<sup>®</sup>, Smirnoff<sup>®</sup>, Grants<sup>®</sup> scotch, Canadian Club<sup>®</sup>, Bacardi<sup>®</sup> and Sauza Gold<sup>®</sup>, Budweiser<sup>®</sup>, Miller Lite<sup>®</sup>, Coors Light<sup>®</sup>

\$125 bartender fee for up to 3 hours

\$25 each additional hour

1 bartender per 100 guests

# AUDIO VISUAL SERVICE

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

Reception

Bar Service

A / V

Floor Plan &  
Capacities

Terms &  
Conditions

## Data Displays

LCD Data Projector	\$350.00
Includes Screen, A/V table, extension Cord, wireless remote advancer	

## Sound Systems

Podium/Microphone	\$50.00
Powered Speakers	\$50.00
Wireless Handheld Microphone	\$100.00
Wireless Lavalier Microphone	\$150.00
Mixer 4-channel	\$100.00
Mixer 8-channel	\$200.00

## Image

Television/VCR	\$100.00
Television/DVD	\$150.00
Screen	\$100.00

## Boards/Easels

Dry Erase Board/Markers	\$40.00
Flip Chart Package	\$40.00

## E-Services

Lap Top Speakers	\$50.00
MP3 Player Support Package	\$75.00
Includes powered speakers and MP3 Cording	

Please call our sales office for any audio / visual equipment that is not listed.  
Please special order items are available.



DOUBLETREE  
BY HILTON  
INN AT THE COLONNADE  
BALTIMORE

# HOTEL FLOOR PLAN

Meetings

A la Carte

Breakfast

Lunch

Breaks

Plated Dinner

Dinner  
Buffets

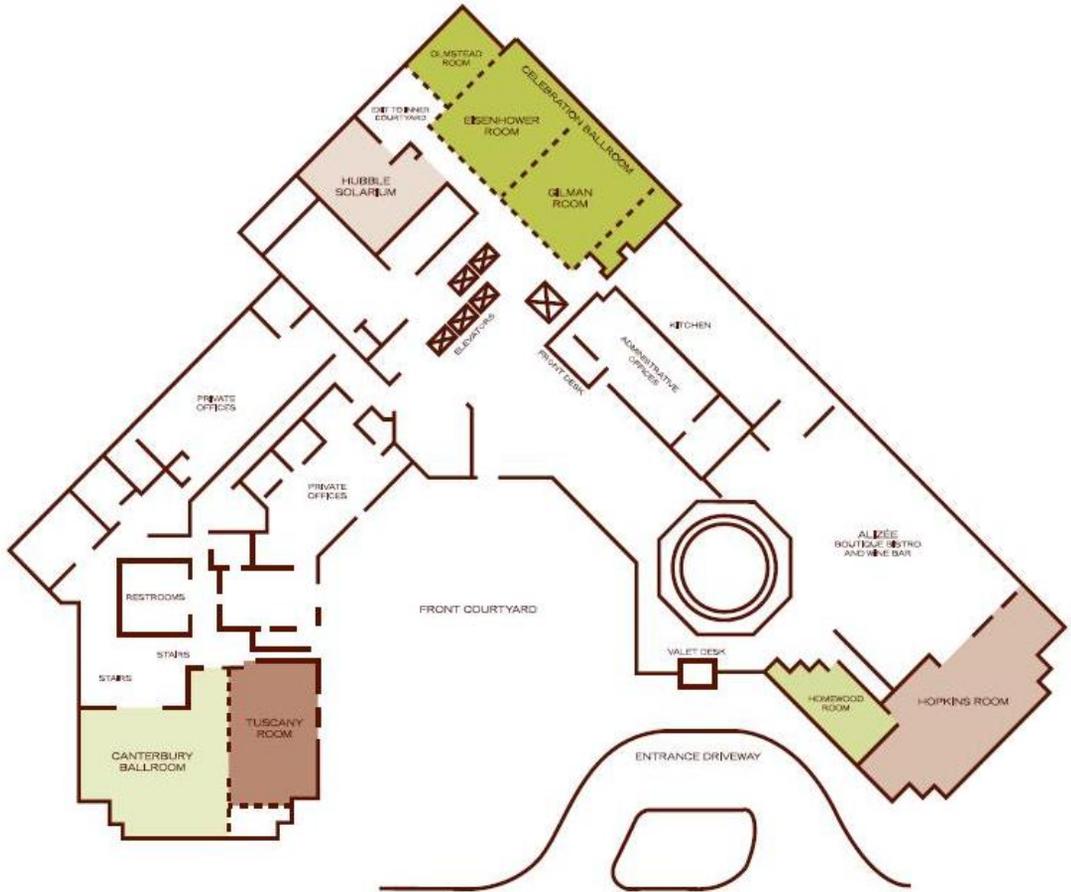
Reception

Bar Service

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Conditions



Name Of Room	Sq Ft	Dimensions	Class room	Theatre	Conf	Banquet	U-Shape	Reception
<b>Celebration</b>	1764	28x63x10	50	125	40	75	40	125
<b>Olmstead</b>	532	28x19x10	12	15	10	16	10	15
<b>Eisenhower</b>	644	28x23x10	25	30	25	30	15	40
<b>Gilman</b>	588	28x21x10	15	20	15	25	15	30
<b>Pre-Function</b>	36	21x16x10						15
<b>Hubble Solarium</b>	816	24x34x10	22	50	22	40	22	50
<b>Tuscany</b>	912	38x24x12	36	60	30	50	30	55
<b>Canterbury Ballroom</b>	2772	68x41x12	84	240	40	140	60	200
<b>Canterbury South</b>	1845	45x41x12	50	100	25	70	40	150
<b>The Atrium</b>	1995	46x43x25	50	100	30	85	40	130



**DOUBLETREE**  
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INN AT THE COLONNADE  
BALTIMORE

# TERMS & CONDITIONS

## **Beverage**

The Inn at the Colonnade, as a licensee, is responsible for the administration of the sale and service of all alcoholic beverages in accordance with the MD State Legislative Commission's regulations. The Inn will strictly enforce Maryland beverage laws. Underage drinking or consumption of non-hotel-purchased alcohol will result in immediate event termination.

## **Parking**

Parking at The Inn at the Colonnade is subject to a charge. Parking availability is not guaranteed. Valet services are available. Master billed parking is available upon request.

## **Service Charge/State Tax**

The Inn at the Colonnade assesses a service charge\* on all food and beverage catered by the Inn. We are required by Maryland state law to levy a state tax\* and beverage tax on products sold by the Inn and. Please note that this tax will be imposed upon the service charge as well, as required by state law.

## **Displays, Exhibitions and Decorations**

All displays, exhibits, and decorations must conform to city code and fire ordinance rules. The hotel will not permit affixing of anything to walls, floors or ceilings of rooms with nails, staples, tape or any other substance unless approval is given. Any damage caused by event attendees will be the responsibility of the event planner. All hotel staff will enforce this policy. The Inn may require additional security or damage deposits. Due to fire codes, taper candles are prohibited. Absolutely no smoke or fog machines allowed at any time. Dry ice is also prohibited.

## **Liability**

The Inn at the Colonnade reserves the right to inspect and control all private functions. Liability for damage to the premises will be charged accordingly. The hotel cannot assume responsibility for personal property and equipment brought on the property. Safety deposit boxes are available at the front desk if personal property needs to be secured. The Inn assumes no responsibility for personal items left unattended in function rooms or on coat racks.

## **Audiovisual**

Audiovisual equipment may be brought in from outside sources, or arranged with the catering office. All audiovisual charges are subject to a service charge and tax. \*

## **Equipment**

All equipment needs must be conveyed to catering staff at time of the booking. Functions that require excessive setup equipment may incur additional rental and setup fees. Special engineering requirements must be specified to the catering department at least 3 business days before the event and may incur a charge.

## **Specialty Items**

The Inn at the Colonnade must arrange all specialty items that will be received and setup by the Inn staff. This includes rental items such as linens, staging, risers, tables, chairs as well as specialty china, glass and silver.

## **Split menus**

The hotel is happy to accommodate split entrée requests for a maximum of 75 guests and at the discretion of the catering manager. Guest counts for each entrée must be received 3 business days prior to the event. A maximum of 3 entrees, including vegetarian, may be chosen and guest entrees must be identified with place cards or nametags. Meal pricing for this type of event is at the discretion of the catering manager and will equal, at a minimum, the highest priced entrée.

22% service charge and prevailing State sales and beverage tax not included in above pricing.

4 West University Parkway, Baltimore, MD 21218 410.235.5400 [colonnadebaltimore.com](http://colonnadebaltimore.com)

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*Olizée*  
AMERICAN BISTRO



DOUBLETREE  
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