

THE PHOENIX PLACE

HOTEL & SUITES

3600 North Second Avenue
Phoenix, AZ 85013
(602) 604-4900
Fax: (602) 604-4901
sales@phoenixplacehotel.com

WEDDINGS



RECEPTION POLICIES

Menus

The enclosed menus do not include service charge and sales tax. All prices listed are subject to change. Prices may be guaranteed, but not more than 6 months prior to the date of your function. We may apply a \$50.00 taxable service fee for meal functions with less than 20 people in attendance. Please do not hesitate to ask our Catering Department if you do not see a menu item that fits your budget or needs. Our skilled team can customize a menu to better suit you.

Guarantees

A minimum guaranteed number of attendees is required by 10:00 AM, no less than five (5) business days prior to all functions requiring food and /or beverage. This number cannot be reduced. In the event that we do not receive a guaranteed number, the expected number on the banquet event order will be used. Charges will be based upon the final guarantee or actual guests in attendance, whichever is greater.

Banquet Rooms

Banquet space is assigned according to the anticipated guaranteed number of guest. If the number fluctuates, the hotel reserves the right to reassign the banquet function room.

Room Set-up

We will be glad to accommodate your room set-up requirements as long as the set-up is in accordance to safety and fire codes. If there are significant changes in the room arrangements within 48 hours of the event, additional labor charges may apply. The hotel reserves the right to charge a service fee for any extraordinary room requirements.

Security

The hotel will not assume responsibility for the damage or loss of any articles or materials left in the hotel prior to or following your meeting or banquet. Special arrangements for security can be made with advance notice.

Cancellation

Should all or any portion of your event be cancelled after being confirmed as definite, a fee will be assessed including 50% of the entire standard meeting room rental and any anticipated catering services. Should cancellation occur within 7 days prior to the function date, you be responsible for 100% of estimated bar, foods and room rental charges

Payment

A non-refundable 20% of the estimated total bill is due upon signing the contract to hold the meeting space. The deposit will be applied towards your final bill. A credit card authorization form must be on file for all events. Some events will require pre-authorization of your credit card based upon the anticipated event revenue three (3) days prior to function. The actual charge will be applied the day or within a few days after the event. Any business check or cash payment must be made (1) week prior to your event. Personal checks are NOT accepted.

WEDDING INFORMATION

Request for Multiple Entrees

If you would like to offer multiple entrees to your guest in-advance, then the following stipulations apply.

- You may have up to (2) entrée choices excluding the Vegetation option.
- Guarantee of attendance with the breakdown for each entrée is required (5) business days prior to the event.
- If there is a difference on the day of the event from the guarantee, the additional entrees provided will be added to the final charges.
- A form of entrée identification is required at each guest table. Ex: Color coded or entrée displayed on place cards.
- If multiple entrees are chosen then the price of each entrée will be priced the highest amount from the selections.

Wedding Rehearsal

Rehearsal times may be booked up to (30) days prior to your event. Location and times are subject to space availability.

WEDDING CEREMONY PACKAGE

Wedding Coordinator through the Planning Process

Wedding Rehearsal with Coordinator

Wedding Ceremony Coordinator

Ceremony Area with Amphitheater Seating with White Wooden Padded Chairs

Beautiful Wrought Metal Arch (Decorations not included)

Microphone and Speaker for Exchange of Vows

(Wireless Lavalier or Wireless Handheld Microphone available at an additional charge)

Small Table with Linen for your Unity Candle or Sand Ceremony

Complimentary Dressing Room for the Bridal Party

High Tops with Linen and Votives for your Cocktail Reception in the Garden Area

Indoor Backup Ceremony Location in case of inclement weather

The following items are available for use with any Plated or Buffet Dinner you choose:

Reception Coordinator

Complimentary use of Reception Room

Glass Hurricane Globe

Round Centerpiece Mirror

Linens for Table

Skirted Cake Table and Gift Table

Complimentary Honeymoon Suite

Special Rate for your Overnight Guest

Complimentary Parking

COCKTAIL HOUR

Hors d'oeuvres

Stationary Selections (serves 25 people)

Vegetable Crudités – Assorted Julienne Vegetable with Ranch Dressing

Imported and Domestic Cheese Board – Assorted Cheeses, Artisan Breads and Crackers Garnished with Fresh Fruit

Mediterranean Display – Hummus, Pita, Olives, and Fresh Seasonal Vegetables

Fresh Sliced Fruit Tray - Freshly sliced Seasonal Fruit

Chip and Salsa – Homemade Salsa with Freshly Fried Chips

Hot (Prices per 100 pieces)

Fried Wontons with Plum Dipping Sauce

Vegetable Spring Rolls

Mini Taquitos

Swedish Meatballs

Sweet and Sour Meatballs

BBQ Meatballs

Chicken or Beef Teriyaki Skewers

Bacon Wrapped Shrimp

Mini Crab Cakes

Mushrooms Filled with Italian Sausage

Chicken or Beef Satay

Crab Stuffed Mushroom

Spanokopita

Shredded Chicken and Avocado Tortilla Bite

Mini Quiches

Buffalo Style Hot Wings

Smoked Cocktail Frank En Croute

Cold (Prices per 100 pieces)

Tomato Basil Bruschetta

Assorted Canapes

Mission Fig, Caramelized Onion and Roquefort Tart

Smoked Salmon Mousse on Cucumber

Prosciutto Wrapped Melon

Brie, Apricot, Fruit and Nut Bread

Endive with Figs, Blue Cheese, and Pecans

Salami Cornets with Borsini

RECEPTION

Plated Dinner

Served with Rolls and Butter. Choose one salad, starch and vegetable. Comes with Iced Tea and Coffee Service.

Salads

Caesar Salad

Crisp Romaine, Herbed Croutons, Fresh Parmesan Cheese with Caesar Dressing

Mixed Field Greens with Assorted Dressings

Entrees

Grilled Chicken Breast with Chardonnay Cream Sauce

Chicken Cordon Bleu

Breaded Breast of Chicken Stuffed with Ham and Swiss Cheese

Chicken Oscar Style

Breast of Chicken Topped with Asparagus, Shrimp, Béarnaise Sauce

Grilled Flat Iron Steak paired with a Grilled Breast of Chicken

Cabernet Demi Glace and Chardonnay Cream

Petite Filet Mignon paired with a Grilled Breast of Chicken

Cabernet Demi Glace and Chardonnay Cream

Prime Rib

Slow-Roasted Prime Rib of Beef with Honey Rosemary Port Au Jus and Creamed Horseradish

Sliced Beef Tenderloin

Brandy Demi Glace

Starch

Rice Pilaf

Wild Rice Pilaf

Herb Roasted Red Potatoes

Garlic Mashed Potatoes

Roasted Yukon Gold Potatoes

Baked Potato with Sour Cream, Butter and Chives

Vegetable

Broccoli and Carrot

Asparagus

Squash Medley

Broccoli

Cauliflowers

Green Bean Amandine

Buffet

Served with Rolls and Butter. Comes with Iced Tea and Coffee Service.

Choice of Three Salads

Caesar Salad
Mixed Field Greens with Assorted Dressings
Assorted Fancy Crudités
Balsamic Marinated Grilled Vegetable Salad
Tomato Cucumber Salad
Tossed Cheese Tortellini Pasta Salad

Choice of Two Entrees

Poultry and Beef

Grilled Breast of Chicken with Chardonnay Cream
Chicken Cordon Bleu
Chicken Picatta
Chicken Marsala
Sliced New York Strip loin
Roasted Turkey Breast with Giblet Gravy

Fish

Mahi Mahi with Pineapple Salsa
Barbeque Glazed Salmon with Asiago Cream Sauce
Oven Roasted Swordfish with Tomato Artichoke Ragout
Orange Roughy with Puttanesca Sauce
Grilled Salmon with Roasted Yellow Pepper Cream Sauce

Pasta

Cioppino with Penne Pasta tossed with sautéed clams, shrimp, scallops and halibut in a saffron tomato broth
Pasta Bisteca with sliced beef, mushrooms, sundried tomatoes, and ricotta cheese
Penne a la Vodka with diced tomatoes grilled chicken and a Pink Vodka Cream Sauce
Seafood Pasta Alfredo

Choice of Two Sides

Starch

Rice Pilaf
Wild Rice Pilaf
Herb Roasted Red Potatoes
Garlic Mashed Potatoes
Roasted Yukon Gold Potatoes
Baked Potato with Sour Cream, Butter and Chives

Vegetable

Broccoli and Carrot
Asparagus
Squash Medley
Broccoli
Cauliflowers
Green Bean Amandine

Buffet

All buffets include Coffee and Iced Tea

The Tuscany Buffet

Caesar Salad
Artichoke, Tomato and Mushroom Salad
Meat lasagna
Grilled Vegetables
Tri-Colored Tortellini in a Creamy Pesto Sauce
Garlic Bread

Bunkhouse Buffet

Garden Green Salad with Assorted Dressings
Fruit Salad and Red Potato Salad
Oven Roasted Trout with Tomato Citrus Salsa
Slow Roasted Beef Brisket
Corn on the Cob with melted butter
Western Style Ranch Beans
Basket of rolls

Paradise Buffet

Tossed Salad
Cucumber Namasu Salad
Curried Rice With Golden Raisins And
Pineapple Salad
Grilled Mahi Mahi With Pina Colada Sauce
Beef Kabobs **Or** Chicken Kabobs
Stir-Fried Rice & Seasonal Vegetables

Hacienda Buffet

Tri-Colored Chips and Salsa
Fresh Fruit Salad
Beef Fajitas with Corn and Flour Tortillas and Toppings
Chicken Enchilada Casserole
Mexican Style Rice
Refried Beans

Sonora Style BBQ

Garden green salad with assorted dressings
Coleslaw and Red potato salad
BBQ pork ribs
Herb roasted chicken
Corn on the cob with melted butter
Western style ranch beans
Jalapeno cornbread muffins

Palo Verde Picnic Buffet

Fresh Sliced Seasonal Fruit
Garden Fresh Salad with Assorted Dressings
Red Skin Potato Salad
Southwest Fried Chicken
Garlic Top Sirloin
Seasonal Vegetable Medley
Basket of Rolls

CHILDREN'S MENU

Plated Dinner

Chicken Tenders and Fries

Comes with Applesauce, Carrot Sticks, a Cookie, and Lemonade or Milk

OTHER

Dance Floor

Cake Cutting Fee

Corkage Fee

BEVERAGES

Hosted Bar

Bartender included in all Hosted Bars

Well Brand Bar

House Brand Mixed Drinks, Domestic Bottled Beer, House Wines, and Assorted Soft Drinks

Call Brand Bar

Call Brand Mixed Drinks, Domestic Bottled Beer, House Wines, and Assorted Soft Drinks

Premium Brand Bar

Premium Brand Mixed Drinks, Domestic and Imported Bottled Beer, House Wines, and Assorted Soft Drinks

Cash or Hosted Based Upon Consumption Bar

Bartender fee \$100

Bar Set-up fee \$150.00 for five hour continuous (Bar Set-up fee waived if \$300 minimum is met)

House Wines

Merlot, Cabernet, Chardonnay, Pinot Grigio, and White Zinfandel

Domestic Beer

Budweiser, Bud Light, Miller Lite, and Coors Light

Imported Beer

Corona, Heineken, Fat Tire, Samuel Adams

Well Drinks

Vodka, Rum, Gin, Tequila, Scotch, Bourbon

Call Drinks

Smirnoff, Bacardi, Tanqueray, Jim Beam, Cuervo Gold

Premium Drinks

Grey Goose, 10 Cane, Bombay Sapphire, Knob Creek, Glenlivet, Jagermeister, Bailey's Irish Cream

Assorted Soda
Lemonade

Bottled Water
Fruit Punch