

DoubleTree Suites Atlanta - Galleria  
2780 Windy Ridge Parkway  
Phone: 770.980.1900



*The DoubleTree Suites by Hilton Atlanta Galleria understands the full range of emotions that go into preparing a momentous day, a power packed meeting and a flawless affair. We are here to ensure that, no matter what you are planning, we provide the special touches and attention to detail that create magic moments for you and your guests*

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Please add 22% service charge and 6% state tax to all charges. All prices are subject to change until signed Banquet Event Orders are received in the Catering Office.

# BREAKFAST AND BREAKS

*Breakfast is served with Freshly Brewed Coffee, Decaffeinated Coffee, Selection of Teas, Lemon, Honey, Sweeteners & Creamers*

## CONTINENTAL BREAKFAST

### **Traditional Continental Breakfast** **\$10**

Variety of Sweet & Traditional Breakfast Breads, Muffins and Pastries with Fresh Preserves and Butter  
Sliced Seasonal Fresh Fruits  
Chilled Orange, Apple, and Cranberry Juices

### **Executive Continental** **\$15**

Variety of Sweet & Traditional Breakfast Breads, Muffins and Pastries with Fresh Preserves and Butter  
Assortment of Bagels & Cream Cheese  
Cereals & Milk  
Yogurt and Sliced Seasonal Fresh Fruits  
Assorted Chilled Juices  
(Orange, Cranberry and Apple)

## BUFFETS

*Minimum of 25 Guests, One Hour Service*

### **French Toast Buffet** **\$16**

Orange Scented French Toast Sprinkled with Cinnamon and Vanilla Accompanied with Berry Compote and Maple Syrup  
Crisp Bacon and Sausage Patties or Links  
Scramble Eggs  
Assortment of Breakfast Breads & Pastries with Fresh Preserves and Butter  
Assorted Chilled Juices (Orange, Cranberry and Apple)

### **The Metropolitan** **\$19**

Fresh Fluffy Scrambled Eggs  
Served with Topping of Cheddar & Pepper Jack Cheese, Mushrooms, Peppers, Onions and Salsa  
Accompanied by Crisp Bacon, Sausage Patties or Links  
Choice of Breakfast Potatoes or Grits  
Assortment of Breakfast Breads and Pastries with Fresh Preserves and Butter  
Chilled Orange, Apple, and Cranberry Juices

### **Buffet Breakfast- Enhancement** **\$8**

Omelet Station\*  
Freshly Made Omelets with choice of Ham, Sausage, Bacon, Cheddar Cheese, Spinach, Red Onions, Sweet Bell Peppers and Mushroom  
**\*Station requires a Chef at \$75**

## BREAKS

*All Breaks are served with Coffees, Sodas and Bottled Water  
15 minute Refresh*

### **Doubletree Cookie Break** **\$9**

Freshly Baked Doubletree by Hilton Cookies (with nuts)  
Assorted Sodas or Bottled Water

### **Munchies Madness** **\$9**

Mini Pretzels, Carrot & Celery Sticks with Ranch Dip  
Assorted Sodas and Bottled Water

### **Mid-Morning Break** **\$11**

Freshly Brewed Coffee Service  
Selection of Specialty Teas and Bottled Water  
Assortment of Diet and Regular Soft Drinks

### **Healthy Habits** **\$12**

Granola Bars, Trail Mix and Chips  
Assorted Sodas & Bottled Water

### **Sweet & Savory** **\$12**

Assortment of Fresh Baked Cookies and Brownies  
Cheese Cubes, Crackers and Fruits  
Assorted Sodas and Bottled Water

### **The Munchies** **\$15**

Traditional Chex Party Mix  
Individual Bags of Cheetos, Pretzels, Potato Chips  
Snickers, Milky Way Bars and M&M's  
Freshly Brewed Regular and Decaffeinated Coffee  
Selection of Specialty Teas and Bottled Water  
Assortment of Diet and Regular Soft Drinks

### **Movie Time** **\$14**

Buttered Popcorn, Licorice Sticks and M&M's  
Freshly Brewed Regular and Decaffeinated Coffee  
Selection of Specialty Teas and Bottled Water  
Assortment of Diet and Regular Soft Drinks

### **Chocoholic Delight** **\$14**

Jumbo Chocolate Chip Cookies, Chocolate Covered Strawberries  
Chocolate Fudge Brownies, Chocolate Milk  
Freshly Brewed Regular and Decaffeinated Coffee  
Selection of Specialty Teas and Bottled Water  
Assortment of Diet and Regular Soft Drinks

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**ALL DAY BREAK PACKAGE \$50**

*All Day Coffee, Sodas and Bottled Waters*

**PRE-MEETING**

Variety of Sweet & Traditional Breakfast Breads,  
 Muffins and Pastries with Fresh Preserves and Butter  
 Sliced Seasonal Fresh Fruits  
 Chilled Orange, Apple, and Cranberry Juices

**MID MORNING REFRESH**

Replenished Coffee & Specialty Teas  
 Sodas & Bottled Water

**LUNCH**

(Select One)  
 Mexican Fiesta  
 Classic Deli Platter  
 Southern Lunch Buffet

**MID AFTERNOON**

(Select One)  
 Doubletree Cookie Break  
 Munchies Madness  
 Healthy Habits

**A LA CARTE**

REGULAR COFFEE & DECAF	\$42/GAL
SOFT DRINKS & BOTTLED WATERS	\$3/EA
LEMONADE OR ICED TEA	\$10/CF
ASSORTED JUICES	\$13/CF
COOKIES/BROWNIES	\$22/DOZ
DANISH/CROISSANTS/MUFFINS	\$26/DOZ
FRUIT KABOBS W/ YOGURT DIP	\$7/EA
GRANOLA BARS	\$3/EA
INDIVIDUAL YOGURT CUPS	\$3/EA
CHIPS & DIP	\$4.25 PP
DRY SNACKS	\$20/LBS
MIXED NUT MIX	\$24/LBS
INDIV BAGS OF SALTY SNACKS	\$3/EA

**EXECUTIVE MEETING PACKAGE \$65**

*All Day Coffee, Sodas and Bottled Waters*

**PRE-MEETING**

Variety of Sweet & Traditional Breakfast Breads,  
 Muffins and Pastries with Fresh Preserves and Butter  
 Assortment of Bagels & Cream Cheese  
 Cereals & Milk  
 Yogurt and Sliced Seasonal Fresh Fruits  
 Chilled Orange, Apple, and Cranberry Juices

**MID MORNING REFRESH**

Replenished Coffee & Specialty Teas  
 Sodas & Bottled Water

**LUNCH**

(Select One)  
 Executive Deli Platter  
 Southern Lunch Buffet  
 Italian Feast

**MID AFTERNOON**

(Select One)  
 Sweet & Savory  
 Healthy Habits  
 The Munchies

**ALL DAY CONT' BEVERAGE BREAK \$15**

Freshly Brewed Regular and Decaffeinated Coffee  
 Selection of Specialty Teas and Bottled Water  
 Assortment of Diet and Regular Soft Drinks

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# LUNCH

*All menus served with Sweet Iced Tea, Coffee and Iced Water  
60 minute service and 25 guests minimum*

## BUFFET SERVICE

### **BOXED LUNCH**

**\$15**

Fresh Pasta Salad or Seasonal Fruit Salad  
Bag of Gourmet Chips and a Pickle Spear  
Freshly Baked Cookie  
-Choose One Sandwich-  
Select a Deli Sandwich  
Tuna Salad, Chicken Salad, Roast Beef,  
Turkey Breast or Honey Ham  
Select a Cheese: Pepper Jack, Provolone or Cheddar Cheese  
Select Bread: White or Wheat Breads  
Accompanied by Lettuce and Tomato with  
Mustard, Mayonnaise

### **GARDEN BAR**

**\$15**

Grilled Chicken  
Fresh Mixed Greens served with Tomatoes, Cucumbers, Sliced  
Onion, Shredded Carrots, Croutons, and Shredded Cheese  
with an assortment of Salad Dressings  
Freshly Baked Cookies

### **MEXICAN FIESTA**

**\$21**

Mexican Chop Salad  
**Entrée**  
Chicken Fajita with Onions & Bell Peppers  
Beef Fajita with Onions and Bell Peppers  
**Sides**  
Spanish Rice  
Refried Beans and Flour or Corn Tortillas  
**Desserts**  
Chef's Choice

### **SOUTHERN LUNCH BUFFET**

**\$21**

Fresh Mixed Greens Salad with Cherry Tomatoes, Cucumbers,  
Julienne Carrots and Shredded Cheese  
Assorted Dressings  
**Entrée (Select One)**  
Southern Fried Chicken  
Barbeque Pulled Pork  
**Sides (Select Two)**  
3 Cheese Mac & Cheese,  
Collard Greens or Green Beans  
**Desserts**  
Chef Choice

### **ITALIAN LUNCH BUFFET**

**\$23**

Fresh Mixed Green Salad with Cherry Tomatoes, Cucumbers,  
Julienne Carrots and Shredded Cheese  
Assorted Dressings  
**Entrée (Select One Entrée)**  
Chicken Marsala  
Meat Lasagna  
**Sides (Select Two)**  
Sautéed Green Beans  
Mushroom Risotto  
Garlic Bread  
**Desserts**  
Chefs Choice

### **CLASSIC DELI PLATTER**

**\$20**

Fresh Mixed Green Salad and Assorted Dressings  
Red Skin Potato Salad or Pasta Salad  
Selection of Deli Meats: Fresh Turkey, Roast Beef, Honey Ham  
Accompanied with Cheddar, Swiss, Provolone Cheeses  
Accompanied with Assorted Breads  
Appropriate Condiments and Relish Tray  
Homemade Potatoes Chips  
Doubletree Chocolate Chip Cookies or Brownies

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# DINNER

*All menus served with Sweet Iced Tea, Coffee and Iced Water  
90 minute service and 25 guests minimum*

## **BUFFET SERVICE**

### **TASTE OF THE SOUTH**

Fresh Mixed Greens Salad with Cherry Tomatoes, Cucumbers,  
and Julienne Carrots & Shredded Cheese

Assorted Dressings  
Soup of the Day

#### **Entrées**

"Chicken Your Way" – (Grilled, Baked, Fried, Even Add  
BBQ Sauce)  
Barbeque Pulled Pork, Barbeque Spare Ribs, Jack  
Daniels Glazed Pork Loin  
Fried Catfish or Baked Tilapia

#### **Sides (Select Two Sides)**

3 Cheese Macaroni and Cheese, Mashed Potatoes, Rice Medley,  
Collard Greens, Green Beans or Vegetable Medley

#### **Dessert**

Peach Cobbler, Pecan Pie, Cheese Cake (Raspberry Sauce)

**\$28 One Entrée**

**\$36 Dual Entrée**

### **ITALIAN FEST**

Fresh Mixed Greens Salad with Cherry Tomatoes, Cucumbers,  
And Julienne Carrots & Shredded Cheese

Assorted Dressings and Garlic Bread

#### **Entrée**

Bronzino Fish, Spaghetti Bolognese,  
Chicken Marsala, Meat Lasagna

#### **Sides (Select Two)**

Penne with Tomato Sauce, Pesto or Alfredo Sauce  
Sautéed Green Beans, Spinach or Mushroom Risotto

#### **Dessert**

Carrot Cake, Pecan Pie, Cheesecake (Raspberry Sauce)

**\$24 One Entrée**

**\$36 Dual Entrée**

## **PLATED DINNER**

All plated entrees include Fresh Garden Salad with Two Dressing  
Choices, Warm Rolls & Butter, Sweet Tea, Coffee & Iced Water

### **HERB MARINATED GRILLED CHICKEN BREAST**

**\$25**

### **HONEY GLAZED PORK LOIN**

**\$26**

### **GRILLED SALMON FILET**

**\$30**

### **GRILLED TENDERLOIN WITH WILD MUSHROOM SAUCE**

**\$37**

Accompaniment (Select One)

Roasted Garlic Mashed Potatoes  
3 Cheese Macaroni and Cheese  
Mushroom Risotto

Vegetable (Select One)

Fresh Seasonal Vegetable Medley  
Green Bean Amandine  
Sautéed Spinach

Dessert (Select One)

Cheesecake with Raspberry Sauce  
Flourless Chocolate Cake (Gluten Free)  
Pecan Pie

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# COCKTAIL HOUR

<b>SPINACH DIP &amp; TORTILLA CHIPS</b>	<b>\$110</b>	<b>VEGETABLE CRUDITE</b>	<b>\$75</b>
Crisp Tortilla Chips with Warm Spinach Dip (serves 50)		An Assortment of Vegetables Presented with Buttermilk Ranch Dressing (serves 25)	
<b>HARVEST OF FRESH FRUIT</b>	<b>\$75</b>	<b>CHEESE DISPLAY</b>	<b>\$150</b>
Sliced Seasonal Melon, Seasonal Berries and Honey Yogurt (serves 25)		An Assortment of Domestic Cheeses Water Crackers & Lavosh (serves 50)	

# RECEPTION

## COLD AND HOT

PRICED PER 50

<b>SHRIMP COCKTAIL</b> Cocktail Sauce & Lemons	<b>\$MKT</b>
<b>TOMATO BRUSCHETTA</b>	<b>\$110</b>
<b>CUCUMBER ROUNDS WITH SMOKED SALMON</b>	<b>\$150</b>
<b>SPRING ROLLS</b> with Sweet Chili Soy Sauce	<b>\$200</b>
<b>MAC N CHEESE BITES</b>	<b>\$250</b>
<b>BACON WRAPPED SCALLOPS</b>	<b>\$200</b>
<b>MINI CRAB CAKES</b>	<b>\$MKT</b>
<b>BBQ MEATBALLS</b>	<b>\$200</b>

## ACTION STATIONS

Stations Require \$100 Attendant per Station, One Station per 75  
 Guests, 90 minutes serve time, three station minimum after 4pm

<b>PASTA STATION</b>	<b>\$16</b>
Tortellini & Penne Pasta with Alfredo, Marinara or Meat Sauce (Select One) Grilled Chicken and Assorted Condiments *Add Shrimp or Scallops \$5.00	
<b>ORIENTAL STIR FRY STATION</b>	<b>\$18</b>
Tender Chicken and Market Fresh Shrimp Marinated in a Light Teriyaki Sesame Sauce Sautéed with Chinese Vegetables (Peas, Squash, Zucchini, Bokchoy, Broccoli, Carrots and Lo Mein)	
<b>SLIDER STATION</b>	<b>\$20</b>
Pull Pork, French Dip, Beef, Chicken and Short Rib Slider Assorted Condiments	
<b>PRIME RIB OF BEEF</b>	<b>\$350</b>
Peppercorn Crusted served with Horseradish Cream and Potato Rolls (serves 40)	
<b>HONEY BAKED HAM</b>	<b>\$325</b>
Served with Spicy Mustard and Potato Rolls (serves 50)	
<b>HERB ROASTED TURKEY</b>	<b>\$175</b>
Served with Pesto Mayo and Potato Rolls (serves 50)	
<b>MOJO PORK LOIN</b>	<b>\$200</b>
Cuban spiced served with Mojo and Dijon Aioli Sauces (serves 40)	

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# BEVERAGE & BAR

Beverage Options Include Fully Stocked Bars, featuring a Selection of Resort Deluxe Cordials, Liquors, Select Red and White Wine, Assorted Premium, Import and Domestic Beer, Soft Drinks, Mineral Waters, Juices and Mixers, Priced Per Person for a Specified Period of Time  
 Bartender Charges are based on a Final Guarantee and are not Subject to Reduction

## PER DRINK HOST & CASH BAR OPTIONS

HOST BAR – DRINKS CHARGED TO MASTER		CASH BAR – GUESTS PURCHASE DRINKS	
Cocktails (Premium)	<b>\$9.00</b>	Cocktails (Premium)	<b>\$10.00</b>
Cocktails (Call)	<b>\$7.00</b>	Cocktails (Call)	<b>\$7.00</b>
Wine	<b>\$6.00</b>	Wine	<b>\$7.00</b>
Domestic Bottled Beer	<b>\$4.00</b>	Domestic Bottled Beer	<b>\$5.00</b>
Import Bottled Beer	<b>\$5.00</b>	Import Bottled Beer	<b>\$6.00</b>
Cordials	<b>\$9.00</b>	Cordials	<b>\$10.00</b>
Soft Drinks	<b>\$3.00</b>	Soft Drinks	<b>\$3.00</b>
Bottled Water	<b>\$3.25</b>	Bottled Water	<b>\$4.00</b>

PREMIUM BRANDS: Dewar’s White Label Scotch ° Jack Daniels Bourbon ° Seagram’s VO Whiskey ° Smirnoff Vodka  
 Beefeater Gin ° Bacardi Rum ° Sauza Gold Tequila

A \$100.00 bar attendant fee will apply per bar for up to 4 hours  
 Cashiers are required for cash bars at \$100.00 per cashier for up to 4 hours  
 Amount of Cashiers required is at the hotel’s discretion  
 Additional charges apply for each bartender and cashier beyond 4 hours.

## BEVERAGES OFFERED PER PERSON, PER HOUR

### Call Brands Per Person\*

**Two Hours** \$25.00 per person  
**Three Hours** \$38.00 per person  
**Four Hours** \$51.00 per person

### Beer, Wine and Soda Bar Per Person \*

**Two Hours** \$20.00 per person  
**Three Hours** \$30.00 per person  
**Four Hours** \$40.00 per person

**Tablesides Wine Service with Dinner Available @ \$ 8.00\*per person**

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## GENERAL INFORMATION

We graciously anticipate providing you with our outstanding hospitality, food and service. Our experienced and professional catering staff is available to assist you in planning arrangements for floral decorations and centerpieces, ice carvings, photography, music, entertainment and theme parties. As always, we would be pleased to prepare a custom menu for your specific tastes and desires. Please assist us in making your event successful by familiarizing yourself with the following information.

### Guest Room Amenities

An array of specialty gifts is available through the Hotel for delivery to guestrooms. Please ask your Sales Manager for a complete list of creative possibilities.

### Food and Beverage Service Policies:

It is required that all food and beverage service at the Doubletree Suites by Hilton Atlanta Galleria be provided by the Hotel. The sale and service of all alcoholic beverages is regulated by the state of Georgia, and the Doubletree Suites by Hilton Atlanta Galleria is responsible for the administration of these regulations.

### Guarantees

The exact number of guests attending a function is due 72 hours prior to the event. This number will be charged even if fewer guests attend. The Hotel will prepare food for 1% over the guaranteed number. Meal functions and meeting rooms will be set a maximum of 5% over the food and beverage guarantee. If the guarantee is increased within 72 hours of the event the hotel reserves the right to substitute menu items. A \$15.00++/person surcharge will be charged to the master account for an increase in guarantees 24 hours prior to event.

### Function Rooms/Signage

Doubletree Suites by Hilton Atlanta Galleria reserves the right to re-allocate event space based on levels of business, increases or decreases in attendance, or maintenance issues. Signs or decorations brought into the hotel by the guest must be approved prior to arrival.

Registration tables and signage/banners may be located outside the immediate entrance to the respective function room only.

### Prices/Surcharges

A customary service charge will be added by the Hotel to all charges per banquet event orders at a rate of 22% events. In the state of Georgia, this service charge is subject to 6% sales tax. These charges will be noted on your banquet event order as (++) . The following surcharges/labor charges will apply:

\*\$50.00++ surcharge for plated meals of less than 25 people

\*A minimum guarantee of 25 people is required for buffet service. One single- sided buffet line will be provided for every 75 people guaranteed.

\*\$75.00++ bartender charge per bartender for up to 3 hours (Additional hours will be charged at \$30.00++/bartender/hour). Bartender charges for Unlimited Package Bars will be waived.

\*A cashier charge of \$75.00++ is required for all cash bars

\*\$75.00++ Uniformed Chef charge for in- room preparation or carving for one and one half-hours per Chef

### Entrée Selection

Selection of all sit down menus is limited to one entrée item. If you desire to offer your guests more than one item, our Chef will be glad to prepare a customized duet plate for your group. Please refer to Prices/Surcharges listed above for exceptions. Consideration will be taken for medical, vegetarian or religious needs. In these instances, the exact number of special substitute entrees is to be specified with the guarantee received 48 hours prior to the event and will be charged the same price.

### Seating/Linen

Round tables of 10 people are the standard for breakfast, lunch and dinner. The Doubletree Suites by Hilton Atlanta Galleria provides quality linens using White or Black.

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