



RENAISSANCE®
BATON ROUGE HOTEL
EVENT MENUS



RENAISSANCE BATON ROUGE HOTEL
7000 BLUEBONNET BOULEVARD
BATON ROUGE, LA 70810
1-225-215-7000
WWW.RENHOTELS.COM/BATONROUGE

CONTINENTAL BREAKFAST

sunrise continental | 18

orange, apple and cranberry juices

sliced and whole seasonal fruits

freshly baked blueberry, chocolate, banana nut muffins

scones croissants, butter, preserves

greek yogurt with seasonal fruit compote, house made granola

coffee, regular, decaffeinated, assorted teas

bluebonnet continental | 20

orange, apple and cranberry juices

sliced and whole seasonal fruits and berries

toaster station with assorted bagels, house made cream cheeses

assorted breakfast breads

freshly baked blueberry, chocolate, banana nut muffins

scones, croissants, butter, preserves

greek yogurt with seasonal fruit compote, house made granola

coffee, regular, decaffeinated, assorted teas

prices are based on one hour of service

PLATED BREAKFAST

farm breakfast | 20

fluffy scrambled eggs

crispy apple wood smoked bacon or country sausage

parmesan tomato

chef's breakfast potatoes, peppers, onions

bananas foster french toast | 23

banana and cinnamon cream cheese stuffed french toast

candied pecans

maple syrup, powdered sugar

crispy applewood smoked bacon

asparagus and crab quiche | 24

crispy apple wood smoked bacon

grilled parmesan tomato

chef's breakfast potatoes

benedict duo | 25

ponchatrain benedict, traditional benedict

grilled parmesan tomato

chef's breakfast potatoes

***all plated breakfasts are served with pre-set fresh yogurt granola parfaits, pre-set orange juice, coffee, assorted teas, assorted fresh baked muffins*

BREAKFAST BUFFETS

eye opener | 30

selection of chilled juices

sliced and whole seasonal fruits

freshly baked blueberry, chocolate, banana nut muffins

scones, croissants, butter, preserves

scrambled eggs

applewood smoked bacon, country sausage links

chef's breakfast potatoes, peppers, onions

housemade biscuits, sausage gravy

southern grits, cheddar cheese

coffee, regular, decaffeinated, assorted teas

sunrise | 26

selection of chilled juices

sliced and whole seasonal fruit

freshly baked blueberry, chocolate, banana nut muffins

scones, croissants, butter, preserves

new york style bagels, housemade cream cheese

scrambled fluffy eggs

applewood bacon, country sausage links

chef's breakfast potatoes, peppers, onions

coffee, regular, decaffeinated, assorted teas

***20 person minimum required
prices are based on one hour of service*

BUFFETS ENHANCEMENTS

french toast | 7

hand grilled french toast

powdered sugar, cinnamon, local honey, flavored syrups

chef fee 100

omelette station | 8

made to order

from the following:

sautéed mushrooms, onions, tri-colored peppers,

baby spinach, tomatoes,

ham, sausage, bacon, andouille sausage

cheddar, pepper jack, swiss cheeses

100 chef fee

breakfast sandwich | 60 per dozen

fried egg, applewood smoked bacon

wisconsin sharp ceddar

roasted tomato spread on croissant

oatmeal enhancement | 5 per guest

steel cut oatmeal with brown sugar,

dried fruits, nuts, maple syrup, raisins

20 guest minimum

BUFFETS ENHANCEMENTS

breakfast burrito | 60 per dozen
flour tortilla, scrambled eggs, sausage
cheddar, black beans, sour cream, salsa

mini-breakfast croissant | 48 per dozen (select one)
ham, cheese, egg
bacon, cheese, egg
sausage patty, cheese egg

donut board | 64 per two dozen | two dozen minimum
assorted mary lee baton rouge favorites

create a mimosa bar
wycliff brut sparkling wine or avissi prosecco | 34 per bottle
chandon blanc de blanc sparkling | 52 per bottle
add a carafe of juice | 15 per carafe
orange, blood orange, peach, mango, satsuma or pear

lemonade stand | 49 per gallon (select two)
lemonade
strawberry lemonade
blueberry lemonade
arnold palmer

ALL DAY BREAK

am

assorted chilled juices
sliced and whole seasonal fruit
fresh baked scones
fresh baked breakfast breads
coffee and tea service

mid-morning

coffee and tea service
make your own yogurt parfait

pm – please select two...

assorted cookies
assorted dessert bars
warm jumbo pretzels with mustard
house made cupcakes
popcorn bar with red stick spice co. seasonings, caramel & chocolate
hummus with crudité

lemonade & iced tea

35 per person

INDIVIDUAL BREAKS

cookies and milk | 8 per person
chocolate chip, oatmeal raisin, white chocolate macadamia
milk, chocolate milk and almond

dip it, dip it good! | 6 per person
tortilla chips, baked pita chips, kettle chips
salsa, hot spicy queso, hummus, cucumber raita, boursin ranch dip

sundae sundae* | 10 per person | 25 attendant fee
local vanilla ice cream
chocolate, strawberry and caramel sauces
sprinkles, chopped nuts, crushed oreos, kit kats
maraschino cherries
*(max 75 ppl) (please allow 30 minutes for break)

dry snacks | 6 per person
please select two:
bowls of mixed nuts, spicy mix, dry roasted peanuts
bowls of pretzels, chex mix, popcorn

sweet and salty | 10 per person
chocolate chip cookies, brownies
House made popcorn, kettle chips

healthy | 12 per person
hummus with house made pita chips, celery sticks, carrot sticks
house made trail mix
fresh fruit salad with honey drizzle

ENHANCEMENTS

by the dozen

cookies – choc chip, oatmeal raisin, white choc
macadamia, sugar | 36

brownies | 36

house made pretzels with mustards | 39

muffins | 36

scones | 36

crispy cereal treats | 34

biscotti | 26

brew ha-ha cake balls | 42 (requires 72 hour notice)

mini pies | 42

house made biscuits with preserves, flavored butters | 30

BEVERAGES

assorted sodas | 3.5 each

bottled waters | 3.5 each

gatorade® | 4 each

coffee per gallon | 46 each

assorted juices | 15 per carafe

assorted juices per bottle | 3.5 each

iced tea | 30 per gallon

flavored iced tea | 36 per gallon

lemonade or fruit punch | 36 per gallon

flavored lemonade | 36 per gallon

PLATED LUNCH

all plated lunches include your choice of salad, entrée, dessert and freshly baked rolls with butter. entrees are accompanied by suggestions from the chef including a seasonal vegetable

chicken limone, caper sauce, artichoke hearts, basil oil, vegetable, pappardelle | 26

chicken parmesan, roasted tomato orzo, vegetable | 27

herb roasted chicken, smoked gouda grits, haricot verts | 27

honey balsamic salmon, wild rice pilaf, vegetable, honey balsamic glaze | 28

mediterranean chicken stuffed with roasted red pepper, spinach, boursin, rice pilaf,
roasted red pepper cream | 30

roasted pork loin, andouille corn bread dressing, vegetable, barq's root beer glaze | 31

blackened gulf fish, pecan wild rice pilaf, vegetable, satsuma beurre blanc | 28

tournedos of beef, port wine demi glaze, roasted peruvian purple potatoes | 37

pan seared redfish, crawfish etouffe, popcorn rice | 29

crawfish ravioli, tomato cream, vegetable | 28

pappardelle pasta | 28

select three vegetables: spinach, tomato, artichoke, onion, red pepper, kalamata olives,
grilled zucchini, summer squash, broccoli, cauliflower,

select one sauce: olive oil and garlic, alfredo, puttanesca, marinara,

select one: grilled chicken, sautéed shrimp, crawfish, Italian sausage, andouille

vegetarian ravioli, pink palomino sauce, roasted vegetable medley | 24

wild mushroom, spinach polenta, four mushroom ragout, roasted vegetable medley | 26

risotto – VEGAN – sundried tomatoes, sweet peas, cipollini onions, artichokes | 25

quinoa – VEGAN – crispy tofu, vegetable ragout | 23

ratatouille – VEGAN – fried tempeh, cilantro rice pilaf | 24

beverage service includes unsweetened iced tea. coffee service offered with dessert.

SALAD, SOUP & DESSERT OPTIONS

add a fresh, house made soup to your lunch | 4 per person

garden vegetable

baked potato soup with all the fixins

tomato basil

shrimp bisque

salad

signature

spinach, frisee, strawberries, goat cheese,

candied pecans, steen's cane citrus vinaigrette

classic caesar

fresh romaine, herbed crostini, parmigiano reggiano,

house made caesar dressing

the wedge

bleu cheese, crumbled bacon, diced tomato,

green onion, select gorgonzola or ranch dressing

desserts

crème brulee

new york style cheesecake with fresh berry compote

truffle marble mousse cake

seasonal bread pudding

chocolate mousse martinis

berry short cake, a berry trifling dessert

lemon cake

PLATED ENTREE SALAD & SANDWICHES

cobb | 22

grilled chicken, tomato, hard-boiled egg, smoked bacon,
crumbled bleu cheese, fresh field greens,
select gorgonzola or ranch dressing

renaissance chicken caesar | 21

chopped grilled chicken, crisp romaine lettuce, kalamata olives,
herbed crostini, shaved parmesan cheese

salmon berry bibb | 24

grilled honey balsamic glazed salmon, tender hydro bibb, seasonal berries,
dried cherries, spiced pecans, cherry balsamic vinaigrette

seafood cobb | 25

chilled shrimp, chilled crawfish, chopped tomato, hard-boiled egg,
applewood smoked bacon, shredded white cheddar, fresh field greens,
remoulade dressing

plated entree salads include your choice of dessert.

PLATED ENTREE SANDWICHES

turkey club | 22

smoked turkey, bacon, crisp lettuce, tomato, havarti cheese croissant

muffuletta | 22

olive salad, salami, mozzarella, ham, provolone, traditional bread

cubano | 22

pressed cuban bread, roast pork, ham, swiss, mustard, pickle

grilled strip loin | 24

red pepper, gorgonzola spread, arugula, swiss, ciabatta

grilled vegetable | 21

grilled squashes, grilled eggplant, roasted tomato

mozzarella, pesto, focaccia

*plated entree sandwiches include your choice of dessert.
sandwiches accompanied by your choice of zapp's potato chips, potato salad,
pasta salad or fruit cup
beverages include iced tea; coffee offered with dessert*

BUFFET LUNCHES

renaissance lunch buffet | 30 - 2 entrees | 33 - 3 entrees

includes choice of two salads, choice of entrees and chef's vegetable, rolls and butter, iced tea and coffee service

salad

classic caesar

spinach salad, strawberries, candied pecans, feta, lemon vinaigrette

roasted vegetable ceviche

pasta salad

potato salad

the wedge, bleu cheese, crumbled bacon, diced tomato, green onion

chicken limone, pappardelle

chicken parmesan, roasted tomato orzo

grilled honey balsamic salmon, wild rice pilaf

blackened or pan seared gulf fish, corn maque choux

roasted pork loin, andouille cornbread dressing

slow roasted beef brisket, mashed potatoes

sliced seared sirloin, roasted potatoes

fried catfish, dirty rice

sliced roasted turkey breast, sweet potato mash

wild mushroom spinach polenta, four mushroom ragout

ADDITIONAL BUFFETS

executive deli buffet | 27

potato salad

pasta salad

truffle chips with chef's garden-grown pepper dip

grilled hanger steak, red pepper, gorgonzola spread, arugula, swiss, grilled chicken,
pesto aioli, havarti, arugula, ciabatta

shaved turkey, bacon, tomato, lettuce, avocado mayo, multigrain
bruschetta baguette, tomato, buffalo mozzarella, basil

bayou buffet (pick two entrees) | 31

slow roasted brisket,

maple glazed bbq chicken

smoked sausage, carolina mustard sauce

smoked st louis style ribs

fried catfish, remoulade sauce

molasses bbq beans

potato salad

cole slaw

cornbread jalapeno muffin

backyard picnic | 25

potato salad

cole slaw

our popular burger

tomato, lettuce, onion, cheddar, swiss

all-beef hot dogs

ketchup, mustard, relish, mayo

zapp's chips

ADDITIONAL OPTIONS

the po-boy | 25

potato salad

cabbage slaw

build your own po-boy with roast beef, fried catfish or fried shrimp

sliced creole tomatoes, shredded lettuce and pickles

zapp's chips

box lunches | 20 (to go only)

turkey

honey smoked turkey, applewood smoked bacon, lettuce,

fresh tomato, smoked gouda, multigrain

beef

thinly sliced marinated skirt steak, provolone, fresh tomato,

horseradish mayo, ciabatta

veggie

fresh buffalo mozzarella, roasted vegetables,

tomato, arugula, basil pesto, French baguette

ham

honey baked ham, cheddar, swiss cheeses, buttery croissant

*box lunches include choice of sandwich, zapp's potato chips, whole fruit, cookie
beverages charged separately on consumption*

DINNER SALAD & DESSERT CHOICES

salad choices

signature

spinach, frisee, strawberries, goat cheese, candied pecans,
steen's cane citrus vinaigrette

classic caesar

fresh romaine, herbed crostini, parmigiano reggiano,
house made caesar dressing

the wedge

bleu cheese, crumbled bacon, diced tomato, green onion,
select gorgonzola or ranch dressing

choice of dessert

crème brulee

new york style cheesecake with fresh berry compote

truffle marble mousse cake

seasonal bread pudding

chocolate mousse martinis

satsuma berry short cake, a berry trifling dessert

lemon cake

soup | 4 per person

add a fresh, house made soup to your dinner

garden vegetable

baked potato soup with all the fixins

tomato basil

shrimp bisque

all plated dinners include your choice of salad and entree, freshly baked dinner rolls with butter and choice of dessert. entrees are accompanied by suggestions from the chef including a seasonal vegetable appropriate for your dish. beverages include coffee. iced tea upon request.

DINNER ENTREES

6 oz filet of beef – port wine reduction, dauphinois potato, seasonal veg medley | 50
8 oz filet of beef – cabernet sauvignon demi glace, dauphinois potato, veg medley | 60
sliced tenderloin of beef – wild mushroom sauce, horseradish mashed potato, veg medley | 50
bone in roasted pork chop – madeira reduction, mashed maple sweet potato, veg medley | 38
roasted rack of lamb – mustard crust, basil demi glace, lemon roasted potatoes, green beans | mp
chicken renaissance – stuffed with roasted red pepper, spinach, mozzarella | 36
chicken limona – pan seared chicken breast, lemon beurre blanc, papardelle, vegetable medley | 34
redfish imperial – pan seared redfish, crawfish etouffe, rice pilaf, veg medley | 36
salmon pesto – roasted salmon, basil pesto, red pepper polenta, veg medley | 34
salmon honey balsamic – roasted honey balsamic glazed salmon, rice pilaf, veg medley | 34
pan seared halibut with citrus beurre blanc – corn johnny cake, roasted green tomatoes | mp

duets

petit filet and shrimp – 4 ounce filet mignon, cabernet sauvignon reduction, honey balsamic shrimp | 62
petit filet and redfish – 4 ounce filet mignon, cabernet sauvignon reduction, redfish imperial | 60
petit filet and chicken – 4 ounce filet mignon, cabernet sauvignon reduction,
pan seared chicken chasseur | 58
petit filet and ravioli – 4 ounce filet mignon, crawfish ravioli, seafood cream | 57
petit filet and ravioli – 4 ounce filet mignon, mushroom ravioli, herbed cream sauce | 55
petit filet and crab cake – 4 ounce filet mignon, cabernet sauvignon reduction,
lump crab cake, warm remoulade | 60
chicken and redfish – pan seared chicken madeira, redfish imperial | 53
cajun surf and turf – chicory coffee dusted sliced tenderloin, blackened redfish, imperial sauce | 59

vegetarian

vegetarian ravioli – pink palomino sauce, roasted veg medley | 38
wild mushroom and spinach polenta – four mushroom ragout, roasted veg medley | 36
risotto – vegan – sundried tomatoes, sweet peas, cipolini onions, artichokes | 37
quinoa – vegan – crispy tofu, vegetable ragout | 35
ratatouille – vegan – fried tempeh, cilantro, rice pilaf | 34

house or caesar salad, artisan rolls, butter rosettes, chef's selection of compatible vegetable and starch. freshly brewed regular, decaffeinated coffee, iced tea upon request

DINNER BUFFETS

steakhouse buffet | 56

classic caesar salad bar

crisp romaine, olive oil croutons, house made dressing, parmesan cheese

caprese salad, olive oil, balsamic vinegar

sliced sirloin strip, port wine reduction

pan seared chicken breast, mushrooms, herbs, garlic, olive oil

pan seared pesto salmon

pasta florentine

lemon roasted potatoes

market fresh vegetables

artisan rolls

chef's dessert table

coffee service upon request

creole buffet | 49

select three entrees

sensation salad

mirliton shrimp slaw, tarragon vinaigrette

fried catfish, remoulade sauce

red beans and rice

crawfish etouffee

pan seared gulf fish, lemon beurre blanc

chicken & sausage jambalaya

cochon du lait pulled pork

grilled andouille sausage

pastalaya

dirty rice

vegetable of the day

artisan rolls

cheesecake, warm banana foster sauce

*minimum 20 guests
prices based on 60 minutes of service*

RECEPTION

cold hors d'oeuvres

tenderloin, wasabi mayo, toast point | 42
artichoke spinach, boursin bruschetta | 32
smoked tomato, goat cheese bruschetta | 32
tomato caprese skewers | 34
ceviche shooters | 52
spicy cold boiled shrimp shooter | 60
bloody oyster shooters | 48
crudite' shooter | 36
chicken caesar fork | 42
crab salad bruschetta | 36
mini muffeletta | 44
chicken salad gougere | 40
mango goat cheese phyllo cup | 36
seared ahi tuna, slaw, honey wasabi | 48
honey smoked ham, swiss,
coarse ground mustard, cheese biscuit | 42
tarragon shrimp brushcetta | 44

hot hors d'oeuvres

coconut shrimp, dragon sauce | 51
chicken tempura, spicy orange sesame glaze | 34
spinach and feta spanakopita, tzatziki sauce | 32
white cheddar macaroni & cheese
breadcrumb spoons | 36
vegetarian potstickers, thai chili sauce | 42
smoked sausage corn dog, spicy mustard | 44
chicken satay, peanut sauce | 36
mini crab cakes, remoulade sauce | 41
baby lamp lollipops, rosemary mint
pepper jelly | 70
mini milford's pastrami, sauerkraut,
coarse mustard, mini rye | 39
crab and boursin stuffed mushrooms | 42
pork spring rolls, spicy orange marmalade | 44
applewood bacon wrapped scallops | 38
tequila lime chicken wings | 34
duck fig goat cheese phyllo cup | 40
boudin egg roll, billy's sauce | 36
crawfish pie | 34
natchitoches meat pie | 34
fried artichoke, lemon aioli | 36
grilled oyster, spinach tasso cream | 42

priced per dozen

RECEPTION

displays

cold seafood station | 275

fresh shucked oysters, spicy cold boiled shrimp, remoulade,
cocktail sauce, wasabi mayo, lemons.

display of 50 pieces each

antipasto | 15

herb grilled portabello mushrooms, yellow squash, zucchini, asparagus, red onion,
roasted romas, salumi, imported olives, parmigiano-reggiano wedge, marinated
mozzarella, crusty breads, herbed olive oil, balsamic vinegar

artisan cheese board | 11

selection of artisan cheeses, berries, grapes, seasonal fresh fruit
lavosh, baguettes, flat breads

crudités | 7

broccoli, peppers, celery, cucumbers, carrots, cauliflower
spinach ranch dip, olive roasted tomato tapenade, tomatillo cream

hummus | 7

House made horseradish, roasted red pepper, pesto, jalapeno hummus', raita
pita chips, lavosh, celery, and carrots

**priced per person; prices based on one hour of service*

RECEPTION

pork loin | 225
marinated pork loin, peach bourbon glaze
cornbread muffins
serves 30 guests

baked bone-in ham | 350
cider mustard glaze
sweet and spicy mustards
warm biscuits
serves 50 guests

roasted turkey | 350
sage rubbed, slow roasted turkey
cranberry chutney
silver dollar rolls
serves 40 guests

tenderloin of beef | 345
roasted coffee dusted beef tenderloin
horseradish cream, au jus
whole grain, dijon mustard
assorted rolls
serves 20 guests

strip loin of beef | 355
black pepper crusted angus beef strip
brandy peppercorn demi
rosemary potato bread
serves 25 guests

prices based on one hour of service

RECEPTION ACTION STATIONS

pasta | 11

penne, farfalle, tortellini, angel hair
parmesan alfredo, basil marinara, pesto, palomino
forest mushrooms, diced tomatoes, julienned peppers, onions, garlic,
parmigiano reggiano, focaccia, garlic bread
add chicken, italian sausage, baby shrimp | 6 per guest

sliders | 11

turkey, sage dressing, cranberry chutney
fried chicken, white gravy, pickle, mini potato bun
traditional cheeseburger, pickle, soft bun, mustard
pulled pork, fried onion straws, honey bbq sauce
corned beef reuben, swiss, sauerkraut, thousand island
crab cake sliders, citrus remoulade
pick two

french fry station | 8

traditional and sweet potato fries with dipping sauces

chicken and waffles | 11

house made mini waffles
deep fried chicken tenderloins
bourbon maple syrup sauce

shrimp and grits | 12

sautéed spicy gulf shrimp with house made cheesy grits

***chef required for every 50 guests at 100 each**
50 guest minimum – 1 hour service*

RECEPTION ACTION STATIONS

asian stir fry | 13

chicken, shrimp, pea pods, bamboo shoots, scallions
water chestnuts, mushrooms, bean sprouts, cashews
mixed vegetables, ginger fried rice,
hoisin, soy, teriyaki sauces, sesame oil

quesadillas | 11

select two please

onions, peppers

cheese

carne asada – tequila lime marinated steak, peppers, cheese

chicken fajita – marinated chicken, onions, peppers, cheese

pork – slow roasted pulled pork

cabrito - slow roasted goat

vegetarian – grilled onions, peppers, cheese

seafood – crawfish, shrimp, peppers, cheese

mac & cheese | 13

select three please

four cheese

bbq brisket

smoked chicken carbonara

white cheddar, spinach, bacon

buffalo chicken

crawfish and baby shrimp

***chef required for every 50 guests at 100 each**
50 guest minimum – 1 hour service*

COCKTAILS

all bar selections include beer, wine, soft drinks and sparkling water

| | | |
|------------|---------------------|---------------------------------|
| scotch | preferred dewars | premium johnnie walker black |
| bourbon | buffalo trace | maker's mark |
| whiskey | canadian club | crown royal |
| whiskey | jack daniel's | jack daniel's |
| vodka | absolut | ketel one/tito's |
| gin | tanqueray | bombay sapphire |
| rum | bacardi | bacardi |
| spiced rum | captain morgan | captain morgan |
| tequila | cuervo gold | 1800 reposado |

beer: michelob ultra, miller lite, heineken, abita

wine: trinity oaks vineyard chardonnay, sauvignon blanc, cabernet sauvignon, merlot

| pricing | preferred | premium | beer/wine only |
|-------------|-----------|---------|----------------|
| one hour | 20 | 22 | 15 |
| two hours | 28 | 30 | 20 |
| three hours | 36 | 38 | 25 |
| four hours | 44 | 46 | 30 |
| five hours | 52 | 54 | 35 |

CONSUMPTION/CASH BAR PRICING

| | hosted bar | cash bar |
|---------------------------|------------|----------|
| preferred cocktails | 8 | 9 |
| premium cocktails | 10 | 11 |
| domestic beer | 5 | 6 |
| premium beer | 7 | 8 |
| wine | 8 | 9 |
| soft drinks | 4 | 5 |
| sparkling water | 4 | 5 |
| renaissance bottled water | 4 | 5 |
| premium martinis | 12 | 13 |
| super premium martinis | 15 | 16 |
| cordials | 12 | 13 |
| specialty cocktails | | |
| cosmopolitan | 12 | 13 |
| lemon drop | 12 | 13 |
| passionate affair | 12 | 13 |
| mexican old fashioned | 12 | 13 |
| black velvet | 12 | 13 |

charged on a per drink basis

DETAILS

food and beverage

- all food and beverage served in the hotel is to be provided by the hotel and must be consumed at the hotel.
- dietary substitutions can be made available upon prior request.
- any food and beverage functions cancelled are subject to a cancellation fee based on the sales contract.
- pricing is guaranteed within 6 months of the event.
- if alcoholic beverages are to be served on the hotel premises (or elsewhere under the hotel's alcoholic beverage license) the hotel will require the beverages to be dispensed by hotel servers and bartenders only.
- the alcoholic beverage license requires the hotel to (1) request proper identification (photo i.d.) of any person of questionable age and refuse alcoholic beverage service if the person is either underage or proper identification cannot be produced and (2) refuse alcoholic beverage service to any person who, in the hotel's judgment, appears intoxicated.
- the hotel does not permit outside food or beverages on the premises.
- the hotel does not allow the removal of food or beverages at the conclusion of the event.

guarantees

- the guaranteed number of guests is required a minimum of three (3) business days prior to the function and is not subject to reduction.
- you will be billed for the guaranteed number or actual attendance, whichever is greater.

service charge and tax

- service charge of 22% and tax of 12% will be added to all food and beverage, meeting room rental and audio visual equipment.
- service charge is taxable. service charge and tax, may change without notice.

MORE DETAILS

props, signs and banners

- any items to be put on meeting room or lobby walls must be approved by the hotel.
- any directional signage must be approved by the hotel.
- at no time can push pins, duct tape or any other form of adhesion be used.
- any damages caused to hotel property will be the responsibility of the contracted client. repair charges will be added to your master account.
- any props brought into the hotel must be approved by your event manager.

deposits and payments

- a non-refundable deposit is required for all functions.
- all functions must be paid ten days in advance with your final guarantee of attendees.

buffet meals

- all of our buffets have a 20 person minimum attendance. should a party of less than the required minimum wish to have a buffet, a 20 person payment will be required
- the hotel does not allow for any food or beverage to be removed from the property.
- all food service is provided for 60 minutes of replenishment with the exception of the hors d'oeuvres menu. after that an additional charge will be required.

room assignments

- the hotel reserves the right to make reasonable substitutions in meeting and banquet rooms and/or menu selections and/or based on room pick up at the reservation's due date.
- room rental is subject to a 22% service charge and 12% tax.
- service charge and tax, subject to change without notice.

shipping and receiving

- the customer is responsible for the arrangements and all expenses of shipping materials, merchandise, exhibits, or any other items to and from the hotel.
- the hotel must be notified in advance of shipping arrangements to ensure proper acceptance of these items upon arrival at the hotel.
- due to limited storage space, exhibit materials must arrive no earlier than one day before the function date.
- any deliveries prior to 24 hours will be subject to charge.
- all items must be removed from the facility within 24 hours.

EVEN MORE DETAILS

rigging and lighting

- no sound, phone, electrical, lighting, mechanical equipment, or rigging can be installed or operated by anyone other than hotel personnel.

audio visual

- our professional audio visual team is ready to serve you with state of the art equipment.
- psav audio visual managers will work with you to ensure a successful event.
- any outside audio visual equipment brought in may incur a service fee.
- our technicians will charge for services provided on any equipment not belonging to the hotel or psav.