2017 Event Menus





WELCOME TO A REFRESHING APPROACH TO EVENTS

Whether you're planning a business meeting, family reunion or wedding rehearsal, having plenty of options and personalized attention can turn any occasion from special to spectacular. With our dedicated hospitality team standing by, we'll help you discover new ideas, provide on-site services, and make planning your event easier. From flexible meeting spaces, tasty and innovative catering, and audiovisual services, our expert staff can provide anything your event needs.

We look forward to planning something together soon.

The Courtyard® Events Team

BREAKFAST





Day Meeting Package

Continental Breakfast, Mid-Morning Break, Buffet Lunch , Afternoon Break. Audio Visual to include; LCD Projector, Screen, AV Cart, and Cords Meeting Room Wireless Internet

Half Day Meeting Package

Continental Breakfast/Mid- Morning Break or Deli Lunch/Afternoon Break Meeting Room Wireless Internet 60

All Packages are a minimum of 25 attendees

BREAKFAST





Continental

Seasonal Fruit, Breakfast Breads, Assorted Muffins, Fruit Preserves and Butter
19

Start Healthy

Sliced Seasonal Fruit, Hard Boiled Eggs, Bagels and Cream Cheese, Yogurt Parfait, Bananas, Fruit Preserves and Butter 21

Deluxe Continental

Sliced Seasonal Fruit ,Assorted Yogurt, Bagels and Cream Cheese ,Traditional Breakfast Breads ,Sausage egg & cheese Biscuits, Fruit Preserves and Butter 23 Our Continental/Start Healthy Breakfast Includes: Orange and Cranberry Juice, Freshly Brewed Regular, Decaffeinated Coffee and Assorted Tazo Teas

BREAKFAST





Deluxe Breakfast Buffet

Assorted Fresh Cut Fruit, Muffins and Breakfast Breads,

Egg, Mushroom and Cheese Quiche, Obrien Potatoes,

Sausage Biscuits, Cheddar Cheese Grits 25

Prime Breakfast Buffet

Assorted Fresh Cut Fruit, Muffins and Breakfast Breads,

French Toast served with Warm Syrup, Sausage Egg and Cheese Biscuits, Oatmeal served with Brown Sugar Walnuts and Cranberries,

Spinach and Parmesan Cheese Egg White Frittata 28

Our Breakfast buffet Includes: Orange and Cranberry Juice, Freshly Brewed Regular, Decaffeinated Coffee and Assorted Tazo Teas

BREAKFAST





All -American

Scrambled Eggs, Choice of Applewood Smoked Bacon, Pork Sausage or Chicken Apple Sausage, Breakfast Potatoes, Grits 26

Our Breakfast buffet Includes: Seasonal Sliced Fruit. Breakfast Breads, Orange and Cranberry Juice, Freshly Brewed Regular, Decaffeinated Coffee and Assorted Tazo Teas

Enhancements- Priced Per Person

Smoked Salmon w/ cream cheese, Boiled Eggs, Red onions and Capers 8,
Omelet Station 10 (Chef Attendant Required),
Stone Ground Grits 4,
Oatmeal 4,
Yogurt Parfaits 3,
Cold Cereals 2 Cinnamon Rolls 24 per dozen,
Assorted Donuts- 24 per dozen,
Assorted Yogurt 2, Sausage Gravy Biscuits 4, Waffle 5,
Chicken & Waffle w/ Honey Pecan Glaze 8

BREAKFAST





A La Carte

Hot Pretzels w/ Mustard & Cheese 35 per Dozen, Freshly Baked Cookies 35 per Dozen, Chocolate Dipped Strawberries 35 per Dozen, Lemon Bars 35 per Dozen, Assorted Power Bars 5 each, Granola & Nutri-grain Bars 3 each, Individual Bags of Chips/Pretzels 3 each, Whole Seasonal Fruit 3 each, Breakfast Martini 4 each, *Kind Bars 4 each *Lara Bar 4 each

Beverages

Bottled Waters 3,
Asst. Soft Drinks 3,
Individual Bottled Juices 4,
Amp Energy Drinks 4,
Starbucks Double Shots 4,
Individual Bottled Smoothies 4,
Fruit Punch, Iced Tea, Sweet tea, Lemonade, or
Arnold Palmer 35 per Gallon,
Freshly Brewed Starbucks Regular/ Decaffeinated
Coffee 55 per gallon,
Freshly Brewed Regular & Decaffeinated Coffee 48
per gallon
Assorted Tazo Teas 42 per gallon

BREAKS





South of The Border

Build Your Own Nachos to include: Sour Cream, Cheese Sauce, jalapenos and Pico de Gallo, Cinnamon and Sugar Churros, Assorted Soft Drinks, Bottled Water, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Fit for You

Sliced Fresh Fruit, Bananas, Yogurt Parfait, Healthy Bars, Smoothies, Assorted Juices, Bottled Water, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas 18

Dips, Dips, Dips

Pimento Cheese Spread, Lemon Garlic Chic pea Hummus and Black Eye Pea Hummus Served with Pita Chips, Crisp Flat Bread, Carrot and Celery Sticks,

Assorted Soft Drinks, and Bottled Water, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Beverage Break

All day beverages for up to 8 hours to include: Assorted Soft Drinks, Bottled Waters, Freshly Brewed Regular & Decaffeinated Coffee and Tazo Teas 16

BREAKS





Take Me Out To The Park

Soft Pretzels, Fresh Popped Corn, Shelled Peanuts and M&M's,

Mini Corn Dogs, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas 16

Starbucks Break

Tiramisu, Assorted Biscotti, Whole Fruit, Gourmet Coffee Toppings to include; Whipped Cream, Chocolate Shavings, Vanilla & Caramel Syrups, Assorted Soft Drinks, Bottled Water, Freshly Brewed Starbucks Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Decatur Bakeshop

Fresh Baked Chocolate Chip, Oatmeal Raisin and Peanut Butter Cookies, Vanilla, Chocolate and Red Velvet Cupcakes, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas Breaks are designed for 45 minutes of service and a minimum of 10 people, there will be a \$25

LUNCH





Build Your Own Deli Lunch

Mixed Greens served with Ranch and Red Wine Vinaigrette

Accompanied with Grape Tomatoes and Cucumbers,

Choice of Tuna Salad, Pasta or Chicken Salad, Sliced Deli Meats: Roast Turkey Breast, Roasted Beef and Smoked Ham,

Sliced Cheeses: Cheddar, Swiss, Havarti and

American,

Relish Tray: Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Garlic Dill Pickles,

Queen Stuffed Olives,

Soup of the Day, Assorted Chips,

Assorted Cookies and Brownies, Assorted Breads,

Rolls, Mayo, and Whole Grain

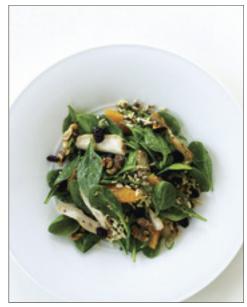
Mustard

27

Our Lunches Includes: Iced Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

LUNCH





Custom Deli Sandwich Shop

Tossed mixed field green salad with Balsamic Vinaigrette and Creamy Ranch Dressing, Pasta Salad, Dill Pickle Spears, Soup of the Day, Vanilla & Chocolate Cupcakes, and Variety of Chips

Pick Any 3 Choices Oven Roasted Beef, Lettuce, Tomato, Smoked Gouda Cheese, Grainy Mustard on a Onion Bun

Oven Roasted Turkey, Lettuce, Tomato, Baby Swiss, Mango Chutney on a Sourdough Baguette

Our Lunch Buffets Includes: Iced Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Continued...

Grilled Marinated Vegetables, Boursin Cheese, Sundried Tomato Spread on a Specialty Tortilla Wrap

Smoked Ham, Lettuce, Tomato, Sharp Cheddar on an Onion Roll

Chicken Salad, Lettuce, Tomato on a Croissant,

Tuna Salad, Mixed Greens, Sliced Tomato on brioche Roll

Grilled Chicken, Aged Cheddar Cheese, Arugula, Sliced Tomato served with Basil Mayonnaise

Roasted Portobello Mushrooms, Onions, Baby Heirloom Tomatoes in a Bibb Lettuce Cup 30

LUNCH





Taste of The South BBQ

Seasonal Field Greens with Balsamic and Ranch Dressing, Coleslaw, House Smoked Pulled BBQ Pork, Southern Fried Chicken, Roasted Red Potatoes, Corn on the Cob, Sliced Buns and Rolls, Pecan Pie, Banana Pudding

Our Lunch Buffet includes: Iced tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

The Tuscan

Classic Caesar Salad, Pasta Salad, Chicken Marsala, Meatballs Marinara, Grilled Italian Sausage with Onions and Peppers Herb Pasta, Asparagus and Roasted Tomatoes, Garlic Bread Sticks, Tiramisu, Cannoli s

All Lunch buffet selections are a minimum of 25 guests, an additional \$75 will apply if minimum is not met.

LUNCH





The Southwestern

Seasonal Field Greens, Shaved Carrots, Tomatoes, Cilantro Lime Vinaigrette Black Bean Corn Salad, Chicken Fajitas, Grilled Steak w/ onions and peppers, Black Bean Stew, Spanish Rice, Flour Tortillas and Chips, Assorted Toppings: Sour cream, Diced Tomatoes, Lettuce, Cheddar Cheese, Guacamole and Salsa, Churros and Key Lime Pie 35

Our Lunch Buffet Includes: Ice Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Decatur Square

Seasonal Field Greens with Balsamic and Ranch Dressing,

Cucumber and Tomato Salad, Roasted Chicken with Garlic Herb Sauce,

Baked Salmon with Lemon Dill Cream Sauce, Creamy Red Bliss Mashed Potatoes, Green Beans with Sweet Onions, Assorted Fresh Baked Rolls, Peach Cobbler, Strawberry Shortcake 38

All buffet selections are a minimum of 25 guests, an additional \$75 will apply if minimum is not met.

LUNCH





Chicken Marsala with Herb Mushroom Sauce

33

Boneless Southern Fried Chicken with 3 Cheese Mac & Cheese, Seasoned Greens and Corn Bread Muffins

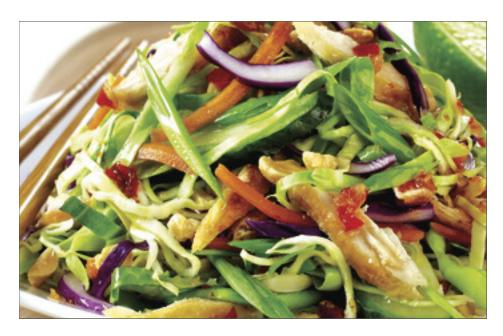
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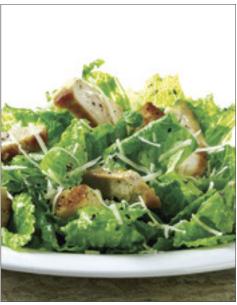
Stuffed Chicken with Spinach and Herb Cheese

34

All plated lunches include mixed field green salad, assorted rolls and butter, Chef's selection of starch, vegetable, dessert, Ice Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

LUNCH





Grilled Salmon with Lemon Butter Sauce

34

Chilled Chicken Ceasar Salad

Grilled Chicken Breast on Romaine with Herb Crotons, Roasted Tomatoes, Shaved Parmigiano-Reggiano and Classic Caesar Dressing.

Add: Grilled Salmon | 32 Marinated Shrimp | 35 28

All plated lunches include mixed field green salad, assorted rolls and butter, Chef's selection of starch, vegetable, dessert, Ice Tea, Freshly Brewed Regular & Decaffeinated Coffee, and assorted Tazo Teas

LUNCH





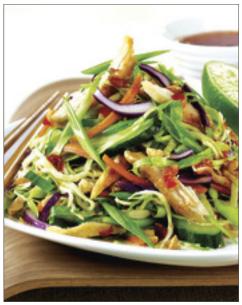
Box Lunch Selections

Turkey Club Wrap with Swiss Cheese, Lettuce, Tomato and Bacon, Honey Baked Ham and Aged Cheddar Cheese on a Kaiser Roll with Lettuce and Tomato, Classic Chicken Caesar Wrap, Roast Beef and Swiss Cheese on a Hoagie Bun with Lettuce and tomato

All Boxed Lunches Include: Potato Chips, Whole Fruit, Condiments, Cookie, and Assorted Soft Drinks
25

DINNER





Market Square

Mixed Field Green Salad served with Balsamic Vinaigrette and Creamy Ranch, Tomato, Basil and Fresh Mozzarella with Extra Virgin Olive Oil and Balsamic Vinegar,

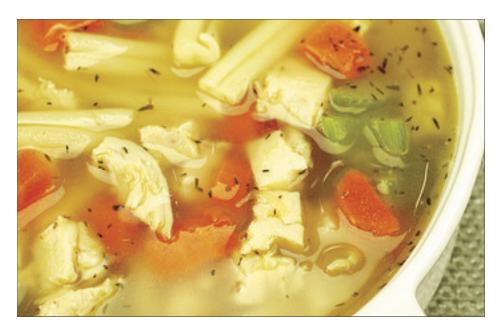
Grilled Antipasto Display, Sliced Beef with Cognac Mushroom Sauce, Stuffed Chicken with Herb Cheese, Fresh Spinach and Buerre Blanc Sauce, Grilled Salmon topped with a Lemon Pepper Sauce, Seasonal Vegetables, Garlic Mashed Potatoes, Assorted Breads, Rolls & Garlic Cheese Biscuits, Pecan Pie, Cheese Cake

Our Dinner Buffets Includes Iced Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas

Taste of Decatur

Mixed Field Green Salad served with Balsamic Vinaigrette and Creamy Ranch,
Grilled or Fried Chicken,
Pulled BBQ Pork,
Fried Catfish with
Hush Puppies, Garlic Mashed Potatoes, Seasonal Vegetables,
Corn Bread Muffins and Garlic Cheddar Biscuits,
Chef Selection of Dessert
51

DINNER





Taste of Tuscany

Classic Caesar Salad,
Cheese Tortellini with pesto , Vinaigrette Tomato,
Basil and fresh mozzarella with Extra
Virgin Olive Oil and Balsamic Vinegar, Beef or
Vegetable Lasagna,
Grilled Italian Sausage with Onions and Peppers,
Chicken Parmesan,
Seasonal Vegetables, Roasted Potatoes, Garlic
Bread, Tiramisu

The American

Field Greens with Tomatoes, Shredded Carrots, Sliced Cucumbers with Honey Mustard and Herbed Ranch Dressings, Red Potato Salad Fire Roasted Vegetables Baked Macaroni & Cheese, Mashed Potatoes, and Roasted Corn with Sweet Peppers Rib Tips Jumbo Shrimp with Roasted Peppers and Onions Blackberry Barbecue Chicken Breast

Blackberry Barbecue Chicken Breast
Assorted Rolls & Corn Bread
Cherry Cobbler with Vanilla Ice Cream, Carrot
Cake, and Chocolate Kahlua Mousse

49

Courtyard® Courtyard Atlanta Decatur Downtown/Emory 130 Clairemont Avenue, Decatur, GA 30030 T 404-371-0204 | courtyarddecatur.com

The Georgian

Traditional Tossed Salad with Roasted Garlic Vinaigrette and Ranch Dressing, Macaroni Pasta Salad, Herb Rubbed Top Round with Rosemary Demi, Stuffed Salmon with Citrus Beurre

Blanc.

Stuffed Chicken Saltimbocca with Garlic Cream Sauce,

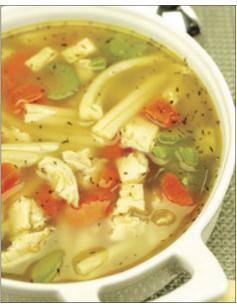
Spinach and Parmesan Risotto ,Broccoli and Glazed Carrots, Fresh Baked Dinner Rolls,

Traditional Sweet Potato Pie and Red Velvet Cake 55

Our Dinner Buffets Includes Assorted Rolls, Iced Tea, Freshly Brewed Regular & Decaffeinated Coffee, and Assorted Tazo Teas. Buffets require a minimum of 25 guests; additional \$75.00 will apply if minimum is not met

DINNER





Marinated Pork Chops

Served with Apple Cider Demi-Glace, Sweet Potato Mash, and Green Beans 38 Herb Roasted Chicken

36

Herb Crusted Chicken Breast

Served with Red Skin Mashed Potatoes and Saut ed Green Beans, Herb Apple Chutney 36

All plated dinners served with salad, Chef's selection of starch, vegetable, dessert, along with rolls, Ice Tea and Freshly Brewed Regular & Decaffeinated Coffee.

DINNER





Vegetable Ravioli

Served with Roasted Mushroom Sauce 33

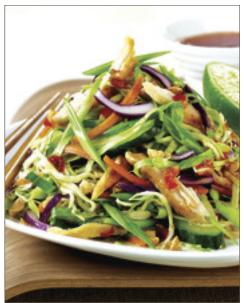
Rum Brown Sugar Glazed Salmon

Served with Cranberry Pecan Wild Rice Pilaf, Saut ed Spinach and Bermuda Onions 41

All plated dinners served with salad, Chef's selection of starch, vegetable, dessert, along with rolls, Ice Tea and Freshly Brewed Regular & Decaffeinated Coffee.

DINNER





Ribeye with Herb Butter Au Jus

45

Stuffed Breast of Chicken with Spinach and Boursin Cheese & Roasted Salmon with Citrus Sauce

Accompanied by Roasted Potatoes & Seasonal Mixed Vegetables.
52

Grilled Filet with Demi Glaze & Crab Cake

Served with Mashed Potatoes, Seasonal Vegetables 56

All dinners served with salad, Chef's selection of starch, vegetable, dessert, along with rolls, Ice Tea, and Freshly Brewed Regular & Decaffeinated Coffee.

RECEPTION





Fresh Vegetable Crudit

Select Crisp Seasonal Vegetables with two sauces for dipping 6 per person

Rainbow of Fresh Fruit

Display of Sliced Seasonal Fruits, Melons, and Berries accompanied by Honey Yogurt Dressing 7 per person

International Display of Cheese

Domestic and Imported Cheese accompanied by French Bread and Gourmet Crackers 8 per person

Oasis Tray

An Assortment of Cheese accompanied by Fresh Sliced Fruits
10 per person

COURTYARD® Marriott_®

RECEPTION





Side of Smoked Salmon

Served with Capers, Bermuda Onions, Cream Cheese, Lemon and Rye Bread 9 Per Person

Anti-Pasta Display

Herb Marinated Fresh Zucchini, Yellow Squash, Asparagus, Vidalia Onions, Roasted Bell Peppers, Portobello Mushrooms with Domestic and International Cheeses served with Pita Chips and Crackers

6 Per Person

Hot Selections

Mini Egg Rolls with Sweet and Sour Sauce 85, Bacon Wrapped Scallops 125, Assorted Miniature Quiche 75,

Beef Kabob Teriyaki 95,

Crab Filled Mushroom Caps with Creole Mustard Sauce 95,

Sesame Chicken Tenders with Plum Sauce 85, Crabmeat Rangoon 95, Barbeque or Teriyaki Riblets 95, Sweet and Sour, Meatballs 75, Chicken Tenders with Honey Mustard Sauce 85

50 pieces per order

Hot Selections Continued...

Swedish Meatballs 75, Spanakopita- Spinach and Feta filled Phyllo Pastry 75, Mini Crab Cakes with Cajun Mayonnaise 125, Coconut Chicken Tenders with Spicy Pepper Sauce 85, Mushroom Caps with Spinach and Cheese Stuffing 75, Mini Cocktail Franks in a Blanket served with Barbeque Sauce 65, Chicken Quesadillas 80, Spinach and Artichoke Dip served with Baguettes and Crackers 85, Brie Cheese En Croute served with Crackers and

fruit 95

50 pieces per order

RECEPTION





Cold Selections

Deviled Eggs 65,
Assorted Finger Sandwiches 75,
Smoked Salmon with Capers, Dill Cream Cheese on
Rye bread points 105,
Melon Cubes wrapped in Prosciutto Ham 85,Grilled
Asparagus wrapped in Prosciutto Ham 85,
Assorted Fresh Canapes 100,
Salami Coronet filled with Boursin Cheese 95, Iced
Snow Crabs Claws- At Market Price, Iced Shrimp
with Cocktail - At Market Price
50 pieces per order

Dessert and Coffee

An Assortment of Petite Pastries and Confections, Display of Fresh Fruit with Chocolate Fondue Accompanied By Powder Sugar, Freshly Brewed Regular and Decaffeinated Coffees with Whipped Cream, Shaved Chocolate and Cinnamon Sticks 18 Per Person

RECEPTION





From the Carving Board

Strip Loin (Beef)

Served with Horseradish Cream Sauce, Grain Mustard, Roasted Red Pepper Mayonnaise and Rolls 325

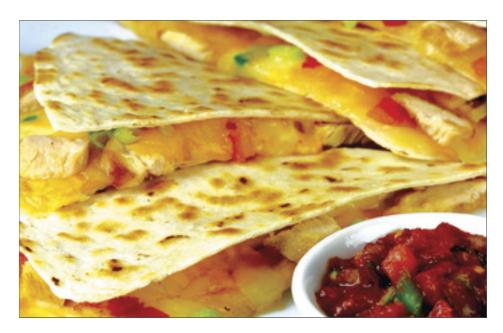
Roast Breast of Turkey

Served with Cranberry Sauce, Peach Chutney, and Miniature Rolls 275

Spiral Ham

Served with Honey Glaze and Rolls 250

RECEPTION





From the Carving Board Continued..

Prime RibServed with Demi-Glace, Grain Mustard, and Miniature Rolls
350

Carving Fee of \$100 per Chef/Attendant

RECEPTION





Pasta Bar

Your Choice of Two Pastas: Tricolored Tortellini, Fettuccini, Penne and Cheese Ravioli, Rigatoni

Your Choice of Two Sauces Alfredo, Marinara, Pesto, Vodka and Blue Cheese Cream

Accompanied By: Chicken, Shrimp, Julienne Vegetables, Chopped Fresh Herbs and Bread Sticks 18 Per Person

Slider Station

15 per person

Based on 2 Servings Per Person

Choose 2 Types: Miniature Beef burgers, Fried Chicken Sliders, Pulled BBQ Pork or Pulled BBQ Brisket Served with Pickles, Shredded Lettuce, Tomatoes, Cheese, Onions, Ketchup and Mustard with Sliced Brioche Rolls

Asian Stir Fry Station

Asian Vegetables With Chicken Or Beef stir fry White Rice Stir Fried Rice Vegetable Spring Rolls 15 per person

All stations are minimum of 25 guest. Service for one hour, and \$100 Chef/Attendant fee

RECEPTION





Non Alcoholic Beverages

Freshly Brewed Regular & Decaffeinated Coffee 48/gallon

Freshly Brewed Starbucks Regular & Decaffeinated Coffee 55/gallon

Selection of Assorted Soft Drinks 3 each Bottled Water 3 each

Freshly Brewed Ice Tea 35/gallon Fresh Lemonade 35/gallon,

Fruit Punch 28/gallon

Hosted Bars

Individual drinks are available at no charge to invited guests. Charges will be calculated by the number of drinks served. The host is responsible for payment. All prices include mixers. Gratuity and sales tax will be added

All Bars

All bars require a \$250.00 per bar set-up fee. One bar is required to service up to 100 guests. Minimum length of time for any bar is one (1) hour. For smaller groups who want less than one (1) hour of bar time, a cocktail server is available for a fee of \$100.

Cash Bars

Invited guests may purchase drinks from the bar. All prices include mixers. Sales tax is included in these prices. Cash bar is limited to five (5) consecutive hours. A minimum sales amount may be required.

RECEPTION





Cash Bar

Call Brands 8
Premium Brands 9
House Wines 8
Domestic Beer 5.50
Premium Beer 6.50
Soft Drinks 3
Bottled Water 3

Host Bar*

Call Brands 7
Premium Brands 8
House Wines 6
Domestic Beer 5
Premium Beer 6
Soft Drinks 3
Bottle Water 3

*plus 10% tax and 22% service charge

RECEPTION





Beverage Bar Packages

Call Brands
One Hour 16
Two Hours 22
Three Hours 28
Additional Half Hour 6

Premium Brands One Hour 21 Two Hours 27 Three Hours 37 Additional Half Hour 7

Beer & Wine One Hour 14 Two Hours 20 Three Hours 25 Additional Half Hour 5 Per Person

RECEPTION





Domestic BeersBudweiser, Miller Lite, Sweetwater 420

Premium BeersCorona Light, Heineken, Blue Moon

Premium Brands

Absolut, Tanqueray, Bacardi Superior, Jack Daniels, Patron Sliver, Dewers White Label, Crown Royal

Call Brands

Smirnoff, Gordon's Gin, Bacardi Superior, Jim Bean White Label, Jose Cuervo Especial, Grant's Family Reserve, Canadian Club

RECEPTION





Call Brands

Bacardi, Jim Bean, Seagrams VO, Cuervo Gold, Beefeaters

House Wine (Sycamore Lane)

Chardonnay Merlot Cabernet Sauvignon

White/Blush/Sparkling

Domain St Michelle Sparkling 28 Chancon Brut Sparkling 55 Beringer White Zinfandel 28 Meridian Pinot Grigio 29 Brancott Sauvignon Blanc 32 Clos du Bosi Chardonnay 30 Ferrari-Carano Chardonnay 48

Red

Estancia Pinot Noir 32 La Crema Pinot Noir 42 Clos du Bois Merlot 32 Robert Mondavi Merlot 42 Estancia Cabernet Sauvignon 32 Franciscan Cabernet Sauvignon 42

TECHNOLOGY





ONsite

ONsite is the facility's in-house AV service provider. A full service audio visual rental and staging company.

Flipchart Standard Package	60.00
Flipchart Adhesive Package	70.00
Ballroom Microphone Package	115.00
Wireless Microphone Package	225.00
Small Sound System	250.00
Large Sound System	475.00
Projector Support Package	145.00

365.00

775.00

195.00

Ballroom LCD Projector Package Uplighting Package (4)

Audio Visual Packages

LCD Projector Package



ADDITIONAL INFORMATION

The Courtyard by Marriott Atlanta Decatur Downtown/Emory is responsible for the quality of the food served to our guests. Due to current health regulations, all food served at the hotel must be prepared by our culinary staff. The sale and service of alcoholic beverages are regulated by the state. As a licensee, this hotel is responsible for the administration of the regulations. It is a policy, therefore, that alcoholic beverages cannot be brought into the hotel from the outside.

Administration Fees

All catering and banquet charges are subject to a 22% service fee and current state sales tax of 7%.

Function Room Assignments

Room assignments are made according to the guaranteed minimum number of people anticipated. Because these attendance figures may vary from the expected attendance, we reserve the right to change room reservations to best accommodate either increasing or decreasing attendance figures.

Guarantees

A guaranteed attendance figure is required for all meal functions 7 business days prior to the function date and is not subject to reduction. If the sales office is not advised by this time, the estimated figure will automatically become the guarantee.