COURTYARD® Marriott.

## Courtyard Richmond Downtown





#### 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

### COURTYARD® Marriott

## **BREAKS**





#### **Morning Break**

Seasonal Fresh Cut Fruit Breakfast Pastries Coffee, Decaf, and Tea Service Orange Juice

#### Afternoon Break

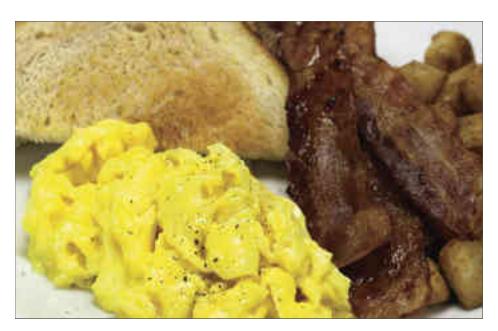
Freshly Baked Cookies or Brownies Assorted Chips and Pretzels Assorted Soft Drinks

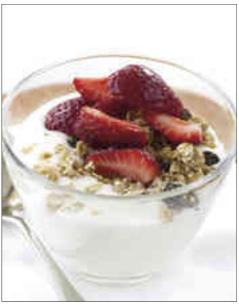
#### All Day Break

Includes Morning Break and Afternoon Break Menu Items

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### **BREAKFAST**





#### **Continental Breakfast**

Assortment of Breakfast Breads Assortment of Muffins Assortment of Sliced Bagels Seasonal Fresh Cut Fruit Cold Cereals Individual Yogurts Coffee, Decaf, and Tea Service Orange Juice

#### **Executive Breakfast**

Scrambled Eggs
Breakfast Potatoes
Breakfast Meats
Warm Oatmeal
Assortment of Muffins
Assortment of Sliced Bagels
Seasonal Fresh Cut Fruit
Yogurt
Coffee, Decaf, and Tea Service
Orange Juice

## COURTYARD®

### LUNCH





#### **Deli Express**

Shaved Ham, Sliced Turkey Breast, and Roast Beef Assortment of Cheeses Served with a Variety of Breads Variety of Chips and Condiments Pasta or Potato Salad Soup Chef's Choice Dessert Sweet or Unsweet Tea

#### Fajita Bar

Strips of Chicken with a Tangy Homemade Sauce, Green Peppers and Red Onions Soft Tortilla Shells Sour Cream, Guacamole, Cheese, Tomatoes, Spanish Rice, Refried Beans/Black Beans, Tortilla Chips and Salsa on the side Tossed Green Salad Chef's Choice Dessert Sweet or Unsweet Tea

#### Deli Market Table

Assorted Choices of: Chicken Salad on Whole Grain, Roast Turkey BLT, Grilled Chicken Caesar Wrap Soup Creamy Coleslaw Assortment of Chips Chef's Choice Dessert Assorted Pepsi Products

#### Asian Flair

Chicken and Vegetable Stir Fry White Rice Egg Rolls Tossed Salad with Assorted Dressings Chef's Choice Dessert Duck and Soy Sauce Sweet or Unsweet Tea

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### **RECEPTION**





#### Hot Hors D'Oeuvres

Chicken Tenders
Chicken Wings
Barbeque Meatballs
Mini Vegetable Rolls
Priced Per 100 pieces

#### Cold Hors D'Oeuvres

Shrimp Cocktail
Chicken Salad Sandwiches
Tuna Salad Sandwiches
Small Fruit & Cheese Display
Large Fruit & Cheese Display
Small Vegetable Tray
Large Vegetable Tray

\*Small size feeds 15-20 \*Large size feeds 40-50 Priced per 100 pieces

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## **TECHNOLOGY**





#### **Meetings and Technology**

The Old Capitol Room (1,562 sq ft)
The Old Senate House Room (1,300 sq ft)
LCD Projector
Projector Screen
Polycom Phone
Microphone
Podium
AV Cart
Flipchart with Markers
Whiteboard with Markers
Presentation Laser Pointer

\*Please contact the Sales Department for Pricing

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## ADDITIONAL INFORMATION

All Food and Beverage charges are subject to an 11.3% tax and a 24% service charge. Meeting Space and additional equipment is subject to a 5.3% tax.