

COURTYARD®
BY MARRIOTT

EXPLORE OUR FLAVORS



COURTYARD® PITTSBURGH DOWNTOWN
945 Penn Avenue | Pittsburgh, PA 15222
412.434.5551 | Marriott.com/PITCY

Welcome

We invite you to experience a refreshing approach to meetings and events. Whether a business meeting, special occasion or celebration, The Courtyard by Marriott Pittsburgh Downtown and our dedicated team of hospitality professionals are here to ensure all goes smoothly. We are dedicated to the success of your event, and therefore are happy to provide you with options customized to meet your events particular needs.

Please take a moment to explore our catering options. You will find an abundance of choices, complimented by an experienced and attentive food & beverage team. 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 audio visual services, our team can assist you with all of your event needs.

Thank you for making us a part of your plans. We look forward to working with you soon!



About Our Hotel

We are located in the heart of the Cultural District in beautiful Downtown Pittsburgh. We are just steps away from the David L. Lawrence Convention Center and a host of restaurants, theaters and entertainment options.

The Hotel encompasses four historical buildings, and it has undergone a complete renovation that was completed Spring of 2019. All 183 guest rooms and suites have 12 -17 foot ceilings, and are meticulously well appointed.

We have over 1,400 square feet of flexible meeting and function space among 3 separate rooms. Each room has state of the art Audio Visual Equipment and Complimentary Wi-Fi. There is a 10 person boardroom and there are 2 rooms offering a variety of seating styles to accommodate 10 -70 people. There is also a beautiful outdoor Courtyard for guest to gather or entertain.

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COURTYARD®
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BREAKFAST

THE QUICK START \$10.95pp

Fresh Whole Fruit
 Assorted Breakfast Bars
 Fresh Chilled Fruit Juices
 Freshly Brewed Starbucks Regular & Decaffeinated Coffee
 Assorted Herbal Tazo Teas

SOMETHING LIGHT \$11.95pp

Seasonal Sliced Fruit
 Assorted Yogurts
 Bagels & Cream Cheese
 Freshly Brewed Starbucks Regular & Decaffeinated Coffee,
 Assorted Herbal Tazo Teas

HELLO MORNING TABLE \$12.95pp

Assorted Cold Cereals and Milk
 Assorted Yogurts
 Seasonal Sliced Fruit & Fresh Berries
 Selection of Chilled Fruit Juices
 Freshly Brewed Starbucks Regular and Decaffeinated Coffee
 Assorted Herbal Tazo Teas

COURTYARD EXPRESS CONTINENTAL \$13.95pp

Freshly Baked Muffins, Pastries, and Breakfast Breads
 Fresh Berries
 Selection of Chilled Fruit Juices
 Freshly Brewed Starbucks Regular & Decaffeinated Coffee
 Assorted Herbal Tazo Teas.

COURTYARD DELUXE CONTINENTAL \$16.95pp

Seasonal Sliced Fruit & Fresh Berries
 Freshly Baked Muffins, Pastries, and Breakfast Breads
 Bagels with Cream Cheese, Butter, and Preserves
 Selection of Chilled Fruit Juices
 Freshly Brewed Starbucks Regular & Decaffeinated Coffee
 Assorted Herbal Tazo Teas

ENERGY BOOST BREAKFAST \$18.95pp

Oatmeal with assorted toppings
 Assorted Breakfast Bars
 Seasonal Sliced Fruit & Fresh Berries
 Hard Boiled Eggs,
 Regular & Greek Yogurt
 Choice of 2: Regular Milk, 2% Milk, Soy or Almond milk
 Selection of Chilled Fruit Juices
 Freshly Brewed Starbucks Regular and Decaffeinated Coffee
 Assorted Herbal Tazo Teas

A GOOD BREAKFAST INSPIRES A GREAT MORNING



COURTYARD SUNRISE \$23.95pp

Seasonal Sliced Fruit and Fresh Berries
Assorted Breakfast Breads and Pastries
Fresh Bagels and Cream Cheese
Seasoned Breakfast Potatoes
Fluffy Scrambled Eggs
Crisp Bacon & Savory Sausage Links
Selection of Chilled Fruit Juices
Freshly Brewed Starbucks Regular and Decaffeinated Coffee Assorted Herbal Tazo Teas

FRENCH TOAST, FRITTATA, & FRIED CHICKEN \$26.95pp

Texas Style French Toast with: Strawberries, Blueberries, Raspberries, Bananas, Candied Walnuts, Whipped Cream, Butter, Warm Maple Syrup, and Powdered Sugar
Fresh Seasonal Vegetable Quiche
Crispy Fried Chicken
Fresh Seasonal Sliced Fruit
Selection of Chilled Fruit Juices
Freshly Brewed Starbucks Regular and Decaffeinated Coffee Assorted Herbal Tazo Tea **(Minimum 15 people)**

PENN AVENUE BRUNCH \$29.95pp

Sliced Seasonal Fruit and Fresh Berries
Fresh Baked Breakfast Breads, Pastries & Bagels w/ Cream Cheese
Sliced Baked Ham
Crisp Bacon & Chicken Sausage
Grilled Breakfast Potatoes with Onions & Peppers
Fluffy Scrambled Eggs
Yogurt Parfait Station
Selection of Chilled Fruit Juices
Freshly Brewed Starbucks Regular and Decaffeinated Coffee Assorted Herbal Tazo Tea **(Minimum 15 people)**

YINZ NEED BRUNCH \$32.95pp

Sliced Seasonal Fruit and Fresh Berries
Cinnamon Rolls with Cream Cheese Icing & Coffee Cake
Grilled Kielbasa with Pierogis and Onions
Corned Beef Hash
Crispy Bacon
Chicken Sausage
Fluffy Scrambled Eggs or Fresh Baked Vegetable Quiche
Grilled Breakfast Potatoes with Onion & Peppers
Sliced Tomatoes
Selection of Chilled Fruit Juices
Freshly Brewed Starbucks Regular and Decaffeinated Coffee Assorted Herbal Tazo Tea **(Minimum 15 people)**

GRAND BRUNCH BUFFETT \$36.95pp

Sliced Seasonal Fruit Arrangement w/ Fresh Berries
Assorted Cheese Display
Fresh Baked Breakfast Breads, Pastries & Bagels w/ Cream Cheese
Salad Bar with pre-made salads of Chicken Salad, Tuna Salad & Egg Salad
Crispy Bacon
Pork & Chicken Sausage
Carved Roasted Meat Choice of 1: Roast Top Round of Beef, Turkey or Ham
Fluffy Scrambled Eggs
Grilled Breakfast Potatoes with Onion, Peppers
Selection of Chilled Fruit Juices
Freshly Brewed Starbucks Regular and Decaffeinated Coffee Assorted Herbal Tazo Tea. **(Minimum 25 people)**

BANANA SPLIT BREAKFAST STATION

\$12.95pp

Fresh Bananas
Vanilla Yogurt
Almond Slivers
Granola
Dried Coconut
Assorted Berries
Chocolate Chips

AVOCADO TOAST STATION

\$17.95pp

Pickled Red Onion, Lemon, Roasted Tomatoes, Hard Boiled Egg,
Arugula, Chicken or Pork Sausage, Seasoned Breakfast Potatoes

ADD A BISTRO BOWL

Classic Fruit & Yogurt Bowl - \$4.95pp
Pineapple & Coconut Yogurt Bowl - \$4.95pp
Fresh Fruit & Berry Bowl - \$3.95pp

HOT ENHANCEMENTS priced per guest

Oatmeal Station \$5.95pp
Buttermilk Biscuits with Sausage Gravy \$5.95pp
Assorted Mini Quiche \$4.95pp
Shrimp & Grits Station \$7.95pp
Additional Roasted Meat \$5.95pp
Assorted Breakfast Sammies: \$4.95pp Bacon/Egg/Cheddar on Brioche Bun,
Ham/Egg/Cheese on English Muffin Sausage/Egg/Cheese on Biscuit, Egg
and Cheese Croissant

COLD ENHANCEMENTS per guest

Assorted Breakfast Cereal \$4.00pp
Sliced Seasonal Fruit \$5.00pp
Sliced Seasonal Fruit & Berries \$6.00pp
Yogurt Parfait Station \$4.95pp
Smoked Salmon Display with Traditional Accompaniments \$9.95pp
Shrimp Cocktail \$6.95pp

BEVERAGE ENHANCEMENTS

Iced Tea or Lemonade \$37.00 gallon
Champagne Punch - \$55.00 per gallon
Red or White Sangria - \$45.00 per gallon
Mimosa Bar - \$4.95per person
Bloody Mary Bar - \$5.95per person
Includes: Celery, Olives, Pickle Spears, Chery Tomatoes, Lemon & Lime
Wedges, Hot Sauce & Tobasco Sauce
Upgrade with Pepperoncini, Jalapenos, Cheese Cubes, Pearl Onions and
Shrimp for \$4.00pp

BY THE DOZEN

Assorted Muffins \$25.00
Fresh Bagels with Cream Cheese \$27.00
Fresh Donuts \$23.00
Assorted Danish \$23.00
Assorted Scones \$23.00

A GOOD DAY STARTS WITH BREAKFAST OPTIONS



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BREAKS ANYTIME

SWEET & SALTY BREAK

\$9.95pp

Fresh Baked Cookies & Brownies,
Assorted Chips & Pretzels
Assorted Sodas & Bottled Water

AFTER SCHOOL SNACK

\$10.95pp

Peanut Butter and Jelly Sandwiches
Fresh Baked Cookies
Goldfish Crackers
White and Chocolate Milk
Sodas, and Bottled Water.

MOVIE TIME

\$11.95pp

Assorted Flavors of Pittsburgh Popcorn
Nachos with Salsa, Cheese and Jalapenos
Assorted Movie Candy Bars
Assorted Sodas and Bottled Water
Add a mini corn dog station for an additional \$4.00pp

TAKE ME OUT TO THE BALL GAME

\$11.95pp

Warm Soft Jumbo Pretzels, Assorted Nuts,
Cracker Jacks, Assorted mini bags of chips,
Lemonade
Add a Hot Dog or Hamburger Bar for an additional
\$6.95pp

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SWEET TOOTH BREAK

\$12.95pp

Array of Freshly Baked Cookies, Double Chocolate
Brownies, Assorted Dessert Bars
Assorted Sodas,
Bottled Water, and Milk

POWER PLAY BREAK

\$12.95pp

Assorted Individual Flavored Yogurts
Array of Granola Bars, Whole Fruit, Bananas with
peanut butter dip, trail mix,
Assorted Fruit Juice and Bottled Water

FRUIT, VEGGIE & CHEESE BOARD

\$18.95pp

Fresh Seasonal Fruit, Assorted Domestic Cheeses,
Fresh Vegetables with Ranch Dipping Sauce,
Hummus, Spinach and Artichoke Dip with Pita
Chips, Crackers and assorted Nuts
Sodas and Bottled Water

LATE DAY SNACK ATTACK

19.95pp

Chicken fingers with honey mustard, Mozzarella
Sticks and marinara sauce, Jalapeno Poppers with
ranch dipping sauce, Sodas and Bottled Water

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BREAKS YOUR WAY



REJUVENATION STATION

\$12.95pp

Choice of two Infused Waters:
Raspberry/Lemon, Mixed Melon,
Kiwi/Cucumber, Pineapple/Strawberry.
Gatorade
Sparkling & Flat Bottled Water

BEVERAGE PACKAGES

Starbucks Regular and, Decaffeinated Coffee,
Assorted Tazo Teas, Assorted Soft Drinks, Sparkling
San Pellegrino Water and Bottled Water
FULL DAY \$16.95pp / HALF DAY \$12.95pp

Starbucks Regular and Decaffeinated Coffee,
Assorted Tazo Teas
FULL DAY \$11.95pp / HALF DAY \$7.95pp

Assorted Sodas & Bottled Water
FULL DAY \$13.95pp HALF DAY \$9.95pp

BEVERAGES A LA CARTE

Starbucks Regular and Decaffeinated Coffee	\$40.00 per gallon
Assorted Tazo Herbal Teas	\$40.00 per gallon
Hot Chocolate Bar	\$45.00 per gallon
Fresh Brewed Iced Tea	\$32.00 per gallon
Fresh Squeezed Lemonade	\$32.00 per gallon
Arnold Palmer	\$35.00 per gallon
Assorted Soft Drinks (Pepsi Products)	\$2.50 each
Bottled Water	\$3.00 each
San Pellegrino Sparkling Water	\$3.00 each
Assorted Fruit Juices	\$2.50 each

SNACKS A LA CARTE

Assorted Desert Bars & Brownies	\$30.00 per dozen
Chips, Salsa, and Queso	\$3.50 per person
Potato Chips & Dip	\$1.50 per person
Candy Bars	\$2.50 each
Assorted Nutri Grain Bars	\$1.50 each
Assorted Kind Bars	\$2.50 each
Whole Fruit	\$1.00 each
Bags of Assorted Chips	\$1.50 each



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LUNCH

THE SANDWICH SHOP

\$22.95pp

Choice of Two Salads: Potato Salad, Pasta Salad, Coleslaw, Caesar Salad, Tossed Salad, Fruit Salad

Choice of Three: Marinated Herbed Chicken Breast, Oven Roasted Turkey Club with Bacon, Italian Hoagie, Roast Beef & Cheddar Wrap, Chicken Caesar Wrap, Crisp Veggie Sandwich, Grilled Vegetable Wrap, or Mediterranean Chicken Wrap

Potato Chips, Freshly Baked Cookies

Iced Tea OR Lemonade

THE COURTYARD DELI

\$22.95pp

Choice of Two: Potato Salad, Pasta Salad, Coleslaw, Caesar Salad, Tossed Salad, Seasonal Fruit Salad

Deli Patter includes: Black Forest Ham, Roast Beef, Hard Salami, Turkey, Assorted Cheeses, Lettuce, Tomatoes, Kosher Dill Pickles, Sliced Bread and Rolls with Condiments

Potato Chips, Freshly Baked Cookies

Iced Tea OR Lemonade

SOUP AND SALAD BUFFET

\$23.95pp

Soup of the Day

Diced Grilled Chicken and Steak

Build Your Own Salad with: Mixed Field Greens, Cherry Tomatoes, Cucumbers, Red Onions, Shredded Carrots, Bell Peppers, Hard Boiled Eggs, Olives, Crumbled Bacon, Chickpeas, Croutons & Assorted Cheeses

Potato Chips, Freshly Baked Cookies

Iced Tea OR Lemonade

THE BISTRO DELI

\$23.95pp

Choice of Two: Potato Salad, Pasta Salad, Coleslaw, Caesar Salad, Tossed Salad, Seasonal Fruit Salad

An Assortment of Homemade Chunky Chicken Salad, Albacore Tuna Salad, and Egg Salad served on fresh baked mini croissants

Potato Chips, Freshly Baked Cookies

Iced Tea OR Lemonade

GRAB AND GO LUNCH

\$19.95pp

Choice of one: Potato Salad, Pasta Salad or Creamy Cole Slaw

Choice of one: Whole Fruit or Fruit Salad

Choice of Two: Oven Roasted Turkey Club, Italian Sub, Roast Beef and Cheddar Wrap, Chicken Caesar Wrap or Grilled Vegetable Wrap

Potato Chips

Cookie

Bottled Water

Lunch can be boxed or on platters

**** Minimum 10 people ****

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IT'S LUNCH TIME



THE STRIP – PITTSBURGH BUFFET \$24.95pp

Tossed Salad with Assorted Dressings
The Burgh Sandwich Buffet – includes an array of Pastrami, Corned Beef, and Roast Beef, Provolone Cheese, Fresh Coleslaw and Fries
Chipped Ham Sliders
Clark Bars
Klondike Bars
Fresh Brewed Iced Tea OR Lemonade (Minimum 15 people)

MEXICAN WAR STREETS – TEX MEX \$24.95pp

Mixed Green Salad with Jalapeno Ranch Dressing
Fajita Bar with Grilled Chicken and Grilled Beef
Sautéed Peppers & Onions & all the Trimmings
Warm Tortillas
Refried Beans and Spanish Rice
Chips with Tomato Salsa
Churros with chocolate dipping sauce
Fresh Iced Tea OR Lemonade (Minimum 15 people)

THE BLOOMFIELD – ITALIAN BUFFET \$25.95pp

Wedding Soup
Caesar Salad
Chicken Piccata
Fettuccini Alfredo
Red Skin Mashed Potatoes
Seasonal Vegetable Medley
Garlic Bread
Assorted Cannoli's
Fresh Brewed Iced Tea OR Lemonade (Minimum 15 people)

THE HILL DISTRICT – SOUTHERN BUFFET \$26.95pp

Linguini Salad
Southern Fried Chicken
Swedish Meatballs with Gravy
Mashed Potatoes
Broccoli in Cheddar Cheese Sauce
Banana Pudding
Fresh Brewed Iced Tea OR Lemonade (Minimum 15 people)

SCHENLEY PARK – BBQ BUFFETT \$26.95pp

Tossed Salad with Assorted Dressings
Macaroni Salad
Hamburger, Cheese Burger & Veggie Burgers
Hot Dogs
Baked Beans
Fresh Seasonal Melon
Rolls
Apple Pie
Fresh Brewed Iced Tea OR Lemonade (Minimum 15 people)



ALL DAY PACKAGES

EXECUTIVE AGENDA PACKAGE \$32.95pp

Pre-Meeting

Seasonal Slice Fruit and Fresh Berries
 Assorted Breakfast Breads and Muffins
 Assorted Bagels with Cream Cheese & Preserves
 Selection of Chilled Fruit Juices
 Freshly Brewed Starbucks Regular & Decaffeinated Coffee
 Assorted Tazo Herbal Teas

Mid-Morning

Fresh Whole Fruit
 Assorted Nutri Grain Bars
 Assorted Sodas & Bottled Water
 Fresh Brewed Starbucks Regular and Decaffeinated Coffee and
 Assorted Tazo Herbal Teas

Afternoon Break

Sweet & Salty Break or
 After School Snack

ALL ABOUT BUSINESS PACKAGE \$48.95pp

Pre-Meeting

Seasonal Sliced Fruit and Fresh Berries
 Assorted Breakfast Breads and Muffins and Bagels
 Assorted Chilled Fruit Juices
 Fresh Brewed Starbucks Regular and Decaffeinated
 Coffee and Assorted Tazo Herbal Teas
Add Breakfast Sammies for \$4.95pp

Mid Morning

Assorted Sodas & Bottled Water
 Refreshed Coffee and Tea Station

Lunch Choice of one:

The Sandwich Shop
 The Courtyard Deli
 The Bistro Deli
 Soup & Salad Buffet

Afternoon Break

Sweet & Salty Break or
 Take me out to the Ball Game

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EXECUTIVE MEETINGS PACKAGE

Designed for teams of up to 10 guests, the Courtyard Executive Meeting Packages help to inspire big ideas. These packages keep it simple with an all-inclusive, all you need set-up that encourages collaboration and creativity.

The Boardroom is equipped with:

- ❖ Boardroom Table & 10 Executive Leather Chairs
- ❖ 65" Flat Screen Television/Monitor
- ❖ Complimentary Dedicated WiFi Service
- ❖ Pads, Pens and Mints
- ❖ Set-up and Breakdown
- ❖ Discounted Guest room rates based on availability
- ❖ Access to our beautiful Courtyard
- ❖ Dedicated Meeting Coordinator/Point of Contact
- ❖ Double Marriott Bonvoy Points for Planner/Designee

THE EXPRESS MEETINGS PACKAGE \$450.00

- Up to 4 hours meeting time
- Valet Parking
- Starbucks Coffee and Tazo Tea Service
- Water Service
- 1 Dozen Bagels, Donuts, Muffins, or Cookies

THE ESSENTIALS MEETING PACKAGE \$650.00

- Up to 8 hours meeting time
- Valet Parking
- Water Service
- **Something Light Breakfast:**
Fresh Cut Fruit, Assorted Yogurts, Bagels & Cream Cheese Starbucks Coffee and Tazo Tea Service **OR**
- **Sweet and Salty Break:**
Assorted Cookies & Brownies, Assorted Chips & Pretzels, Assorted Sodas & Bottled Water

**** Do both breaks for an additional \$9.50pp****



DINNER

DINNER BUFFETS

(Minimum 20 People)

Choice of One Salad:

Garden, Caesar, Spinach & Strawberry, Caprese, or Greek

Choice of One Soup:

Tomato Basil, Mushroom Barley, Italian Wedding, Chicken Noodle, Potato Leek, or Broccoli Cheddar

ENTREES

Choice of Two Entrees: (some seafood options additional \$\$):

Herb Grilled Chicken, Chicken Marsala, Chicken Parmesan, Southern Fried Chicken

Grilled Beef Medallions, Roast Beef with Mushroom Gravy, Honey/Soy Grilled Pork Chops with Pineapple Salsa

Garlic Butter & Chive Baked Salmon, Shrimp Scampi, Jumbo Lump Crab Cakes, Baked Cod in a Lemon Butter Sauce

Vegetarian Options - Veggie Lasagna, Pasta Primavera, Roasted Portobello Mushroom Steak, Grilled Vegetable Ratatouille with Parmesan Cheese

Pasta Entree - Fettuccini Creole with Grilled Chicken, and Andouille Sausage, in a cream sauce (add Shrimp additional \$\$)

\$42.95pp

ACCOMPANIMENTS

Choice of One Starch & One Vegetable:

Roasted Fingerling Potato, Redskin Mashed Potatoes, Sweet Potato Hash, Butter Garlic Pierogies, Rice Pilaf, Penne Pasta with choice of Alfredo, Marinara, or Vodka Cream

Grilled Asparagus, Sautéed Garlic and Onion Green Beans, Vegetable Medley, Broccoli, Grilled Zucchini/Yellow Squash & Peppers, Glazed Carrots, Sautéed Spinach with Pancetta and Parmesan Cheese

DESSERTS

Choice of One Dessert:

Apple Pie
Cherry Pie
New York Style Cheesecake
Double Chocolate Cake
Tiramisu
Carrot Cake
Strawberry Cake
Almond Torte
Fresh Berry Tart
Double Fudge Brownies and Assorted Desert Bars

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A MEAL BRINGS PEOPLE TOGETHER



THE STRIP – PITTSBURGH BUFFET \$34.95pp

Tossed Salad with Assorted Dressings
Tri Color Pasta Salad
Sausage & Peppers
Kielbasa & Haluski
Meatball Hoagie
Potato & Cheese Pierogies with caramelized onions & Sour Cream
Burnt Almond Torte
Klondike Bars
Fresh Brewed Iced Tea & Lemonade (Minimum 20 people)

MEXICAN WAR STREETS – TEX MEX \$34.95pp

Avocado and Tomato Salad
Chicken Tortilla Soup
Fajitas Grilled Chicken, Beef & Portobello Mushrooms
with Sautéed Peppers & Onions and Corn Tortillas
Cheese Quesadillas
Black Beans & Roasted Corn
Spanish Rice
Chips with Tomato Salsa, Queso and Guacamole
Flan, Churros, or Empanadas
Fresh Brewed Iced Tea & Lemonade (Minimum 15 people)

SCHENLEY PARK – BBQ COOKOUT \$35.95pp

Coleslaw
Tossed Salad
Hamburger, Cheese Burger & Veggie Burgers
All Beef Hot Dogs
BBQ Chicken
Vegetarian Baked Beans
Mini Corn on the Cob with Herbed Butter
Grilled Vegetables
Rolls & Butter
Fresh Seasonal Melon
Apple Pie
Strawberry Lemonade (Minimum 15 people)

THE BLOOMFIELD – LITTLE ITALY BUFFET \$36.95pp

Italian Minestrone Soup
Caesar Salad
Anti Pasto Salad
Chicken Bruschetta
Meat Lasagna
Vegetable Primavera
Sautéed Spinach with Pancetta and Parmesan Cheese
Garlic Bread
Tiramisu
Fresh Brewed Iced Tea & Lemonade (Minimum 15 people)

THE HILL DISTRICT – SOUTHERN BUFFET \$37.95pp

Tossed Salad with Assorted Dressings
Potato Salad
Southern Fried Chicken
Honey Glazed Ham
Macaroni and Cheese
Southern Style Green Beans with Smoked Turkey
Rolls
Peach Cobbler
Sweet Tea (Minimum 15 people)

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RECEPTIONS

RECEPTION PACKAGE \$31.95pp

Package includes Welcome Station and one of our signature Dessert Stations

Welcome Station

Domestic and Imported Cheeses and Cured Meats with Antipasto

Crudit  with Ranch Dipping Sauce

Tomato and Parmesan Bruschetta

Crackers and Bread Sticks

(\$18.95pp for the Welcome Station on it's own)

Dessert Station Assortment

Assorted brownie bites and dessert bars

Assorted Mini Cupcakes

Chocolate Mousse

Assorted Berries and Grapes

(\$13.95pp for the Dessert Station on it's own)

Assorted Chocolate & Berries Table

Chunks of Dark Chocolate, Milk Chocolate, White

Chocolate, Cookies & Cream, Mint Chocolate,

Chocolate Crunch, Chocolate Carmel, Strawberries,

Raspberries, Red Grapes

(\$13.95pp for the Dessert Station on it's own)

Enhance your reception menu with one or more of our fabulous themed stations

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ASIAN STATION \$12.95pp

Assorted Sushi with Pickled Ginger, Soy Sauce, and

Wasabi, Pork Pot Stickers, General Tso's Chicken,

Vegetable Fried Rice, Vegetable Spring Rolls

BAY SEAFOOD STATION \$16.95pp

Mini Crab Cakes with Remoulade, Fish Tacos with

all the trimmings, Smoked Salmon Dip, Shrimp

Cocktail, and Bacon Wrapped Scallops served

with assorted breads, Crackers and Lemon Wedges

SLIDERS & SPUDS STATION \$21.95pp

(Choice of 3)

Hamburger, Veggie Burger, Pulled BBQ Pork, Pulled BBQ

Chicken, Grilled Chicken, Sausage & Pepper, Salmon

Croquette or Portabella Mushroom on a classic mini bun with

Bacon, Assorted Cheeses and Toppings/Condiments

Assorted Fried Potatoes with seasonings and dipping sauces.

MEDITERRANEAN STATION \$14.95pp

Beef, Chicken, Vegetable Kabobs with Tzatziki sauce,

Spanokopita, Tabouleh, Marinated & Roasted Artichokes &

Red Peppers, Grape Leaves, Hummus & Pita Bread

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DIPS AND SPREADS STATION **\$12.95pp**

Duo of Hummus with Pita Chips, Spinach & Artichoke Dip with tortilla chips, Buffalo Chicken Dip with Carrots, Celery and Crostini, and Baked Wheel of Brie

NACHO STATION **\$12.95pp**

Corn Tortilla Chips, Ground Chicken, Ground Beef & Bean Chili, Warm Queso, Shredded Lettuce, Diced Tomatoes, Black Olives, Jalapenos, Tomato Salsa, Guacamole & Sour Cream

CHICKEN WING STATION **\$7.95pp**

Fried wing dings with choice of 3 sauces or seasonings: Wing Dust, Lemon Pepper, Buffalo (Mild, Med, Hot), Teriyaki, Caribbean Jerk, BBQ. Served with Carrots, Celery, Bleu Cheese & Ranch Dressing

MEATBALL STATION **\$8.95pp**

Choice of 3:
Traditional Beef meatballs with Swedish, Sweet & Sour, or Marinara Sauce, Buffalo chicken or Salmon Balls with a side of Parmesan Garlic Spaghetti, and Brioche Rolls and Crusty Italian Bread

PASTA STATION **\$9.95pp**

Rigatoni A la Vodka, Shells stuffed with Italian Sausage, Spinach, Parmesan in a Marinara Sauce, Creamy Asiago Cheese Garlic Tortellini, Caprese Salad and Breadsticks.

MASHED POTATO BAR **\$6.95pp**

Mashed Potatoes with Whipped Butter, shredded Cheddar Cheese, Diced Broccoli, Bacon Bits, Sour Cream, Chopped Chives, Chopped Scallions, and Diced Mushrooms

Enhance your Potato Bar for \$4.95pp

Mashed Sweet Potatoes with Maple Whipped Butter, Miniature Marshmallows, Golden Raisins, Cinnamon & Brown Sugar

BACON AND PIEROGI STATION **\$12.95pp**

Applewood Smoked, Thick Cut Peppered Bacon
Sea Salt Bacon, Chocolate Drizzled Bacon, Turkey Bacon,
Potato and Cheddar Pierogis with Butter Sauce,
Caramelized Onions, Sour Cream, Chives, Sauerkraut and Bacon Bits,
Bacon Cheddar Biscuits





APPETIZERS

BUILD YOUR OWN APPETIZER STATION \$28.95p

- Choose 2 Cold/Stationed Hors d' oeuvres
- Choose 1 Hot Hors d' oeuvre
- Choose 1 Snack Item

** Excludes Shrimp Cocktail, Sushi, & Antipasto**

COOL APPS

- Tomato Basil Soup Shooter with grilled cheese garnish \$3.95pp
- Trio of Bruschetta \$4.95pp
- Marinated Grilled Vegetable Tray (serves 50) \$100.00
- Prosciutto Wrapped Asparagus (Tray of 50) \$125.00

CHILLED APPS

- Imported & Domestic Cheese Display \$8.50pp
- Fresh Seasonal Fruit Display \$5.50pp
- Fresh Garden Vegetable Crudit  \$4.00pp
- Iced Jumbo Gulf Shrimp Cocktail \$7.50pp
- Antipasto Table \$10.50pp
- Trio of Hummus (serves 50) \$55.00
- Assorted Sushi Market Price
- Smoked Salmon Dip (serves 50) \$75.00
- Deviled Eggs (serves 50) \$85.00

HOT APPS (trays of 50)

- Beef or Chicken Satay \$150.00
- Beef Wellington w/ Marsala Sauce \$200.00
- Regular & Buffalo Chicken Tenders \$150.00
- Chicken Quesadillas \$150.00
- Veggie Pot Stickers with Soy Dipping Sauce \$125.00
- Veggie Spring Rolls \$95.00
- Sausage Stuffed Mushrooms \$200.00
- Spanakopita \$150.00
- Bacon Wrapped Scallops \$200.00
- Caribbean Shrimp w/ Mango BBQ Sauce \$150.00
- Sweet & Sour Cocktail Meatballs (serves 50) \$150.00
- Italian Sausage & Peppers (serves 50) \$150.00

- Mini Crab Cakes with Remoulade \$6.95pp
- Assorted Flatbreads \$4.95pp

SNACKY THINGS

- Snack Mix \$9.00 per pound
- Mixed Nuts \$13.00 per pound
- Potato Chips & Dip (serves 50) \$50.00
- Tortilla Chips & Salsa (serves 50) \$50.00
- Popcorn Bar w/up to 3 flavors (serves 50) \$75.00



DRINKS

PREMIER BAR

First Hour	\$16.00 per person
Each Additional Hour	\$12.00 per person
Hosted Bar	\$6.00 each
Cash Bar	\$8.00 each

Absolute Vodka
 Cruzan Rum
 New Amsterdam Gin
 Jim Beam
 Dewar's Scotch
 Courvoisier Cognac
 Jose Cuervo Silver Tequila

PREMIUM BAR

First Hour	\$18.00 per person
Each Additional Hour	\$14.00 per person
Hosted Bar	\$8.00 each
Cash Bar	\$9.00 each

Tito's Vodka
 Bacardi or Captain Morgan's
 Beefeater Gin
 Jack Daniels
 Hennessy or Crown Royal
 Chevis Regal
 Cuervo 1800 Tequila.

**All full bars include, Domestic & Imported Beer,
 House Wine, Sodas/Juice by the glass, Water

BEER & WINE BAR

First Hour	\$14.00 per person
Each Additional Hour	\$10.00 per person
Domestic Beer Hosted	\$5.00 / Cash \$6.00
Imported Beer Hosted	\$6.00 / Cash \$7.00
House Wines Hosted	\$7.00 / Cash \$8.00
House Wine by the Bottle	\$25.00

BUBBLES BAR

\$25.00pp

2 Hour Bar	
Each additional hour	\$15pp
Champagne	
Prosecco	
Sparkling Wine	
Sparkling Rose	
Assorted Berries	

SODA & WATER STATION

\$5.95pp

Sodas	\$2.50 each
Fruit Juice	\$2.50 each
Bottled Water	\$3.00 each
Sparkling Water	\$3.00 each

BARTENDER FEE

\$95.00

Up to 3 hours/each additional hour \$30.00

All Beverage service subject to 7% tax & 20 % service charge

COURTYARD® PITTSBURGH DOWNTOWN

945 Penn Avenue | Pittsburgh, PA 15222
 412.434.5551 | Marriott.com/PITCY

COURTYARD®
 BY MARRIOTT



MEETING SPACE

PLAN YOUR NEXT MEETING OR EVENT

The newly renovated Courtyard by Marriott Pittsburgh Downtown is located in heart of the Cultural District just steps away from the David L. Lawrence Convention center, Restaurants and Entertainment options in the Cultural District. We have 2000 square feet of flexible meeting and event space to include, 2 rooms that provide customizable set-ups, a 10 person Boardroom, pre-function space and a beautiful outdoor Courtyard..

Whatever your meeting or event needs are, you can count on our planning professionals to help you coordinate every aspect of your function. Our experienced Sales and Catering Team will assist you in preparing for every detail of your event.

MEETING & EVENT HIGHLIGHTS

- Meeting space is conveniently located on the 3rd floor of the hotel
- 2 of our rooms have stunning floor to ceiling windows that look out into our ell appointed Courtyard
- Dedicated Meeting Space WiFi
- In-House Catering with customizable options
- All Meeting space includes connectivity to either a 75" Television or Ceiling Mounted LCD Projector and 10 x 10 drop down screen

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THE ALLEGHENY ROOM

568 SQ FT

Classroom	24
Chevron Classroom	36
U-Shape	24
Hollow Square	30
Conference	14
Banquet Rounds	50
Theater	72
Chevron Theater	48

THE MONONGAHELA ROOM

568 SQ FT

Classroom	24
Chevron Classroom	36
U-Shape	24
Hollow Square	30
Conference	14
Banquet Rounds	50
Theater	72
Chevron Theater	48

THE OHIO BOARDROOM

290 SQ FT

Conference	10
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COURTYARD®
BY MARRIOTT



YOUR ROOM RENTAL INCLUDES:

- Complimentary Wi-Fi
- 65" Television in the Boardroom
- 75" Television in additional rooms
- Ceiling Mounted Projectors
- 10 x 10 Drop Down Projector Screen
- Use of easel stands
- Use of Podium

ADDITIONAL A/V PRICING

Polycom Speakerphone.....\$125.00

Non Post-It Flip chart package with Easel and 4 color flipchart markers.....\$40.00

Post-It Flip chart package with Easel and 4 color flipchart markers.....\$50.00

Hotel can provide power strips, connection cables etc. If these items are removed from the hotel, guest will be charged a replacement fee

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LABOR CHARGES

Room set-up based on clients request is included in meeting room rental. However if after the Initial set-up is completed and client request additional changes to the set-up before or during the course of their meeting additional labor charges may apply. Labor charges will be billed in the amount \$25.00 per hour.

RECEIVING DELIVERIES AND STORAGE:

The hotel will be happy to receive up to 3 small (10 lbs or less) Boxes or Packages at no charge. No charge for letter size packages/envelopes. Boxes over 10lbs will be charged as indicated below

- Arrangements for delivery of packages should be made through the sales office.
- Please label your boxes 1 of 10, 2 of 10, etc...
- Please bring ALL tracking numbers with you so you can retrieve your packages
- \$15.00 per box/package. Additional charges up to \$25.00 per box/package could apply for items in excess of 30 lbs.
- Packages should not arrive at hotel more than 48 prior to your arrival. Daily storage fees will apply if so.
- Hotel will not accept packages in excess of 75lbs, as well Palletized shipments will not be accepted.
- No COD packages will be accepted.
- Should you be shipping boxes for your meeting/event to the Courtyard Downtown Pittsburgh they must be addressed to the attention of the Sales Manager handling your function and the name and date of your program. The shipment should be labeled as follows:
 - * Guests First & Last Name
 - * Meeting or Group Name & Arrival Date
 - * c/o Sales Manager/Courtyard Pittsburgh
 - * 945 Penn Avenue, Pittsburgh, PA 15222

Pick-Up & Delivery: Registered guests who have received a package can pick up with valid ID, the package(s) at Front Desk

Outbound Packages: Guests are responsible for the packing and labeling of outgoing packages. Guests are to use their own shipping account



BANQUET & CATERING POLICIES:

FOOD & BEVERAGE

The Courtyard by Marriott Pittsburgh Downtown is responsible for the quality and freshness of the food served to our guests. Due to current health regulations, and insurance liability all food served at the hotel must be prepared by our culinary staff. Food may not be taken off the premises after it has been prepared and served. 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.

SERVICE CHARGE & TAX

All catering and banquet charges are subject to a taxable 20% service charge and 7% sales tax.

FUNCTION ROOM ASSIGNMENTS

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

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MENU SELECTION

To guarantee optimal execution of your functions, all menu selections must be submitted to the Hotel no later than (14) days prior to each food and beverage function. All menu items will be confirmed to Client with Banquet Event Orders that are required to be approved and signed prior to the event.

GUARANTEES

All final number guarantees are due 3 business days prior to the function date and is not subject to reduction. If the sales and catering office is not advised by this time, the original estimated figure will automatically become the guarantee. We will be prepared to serve 3% over the guaranteed number for the group. Additional fees apply if within 72 business hours counts increase beyond the 3% of the guarantee.

BILLING

An acceptable form of payment must be agreed upon during initial booking arrangements. Acceptable forms include advanced deposit (prepayment), direct billing (subject to approval) or completed credit card authorization form. Credit Cards are authorized for the estimated amount of the function plus 10% 3 business days prior to event. Event Charges are posted daily for multi day meetings and all charges are settled on the last day of the meeting.

DECORATIONS

Guest are welcome to provide their own décor for any catered function. We are happy to recommend décor vendors as well. The hotel does not permit the affixing of anything to the walls, floors, ceilings or equipment with nails, staples, tape or any other substance or device. Absolutely no glitter or confetti.