



**EVENT MENU** 

# WELCOME TO ACHOTELS

AC Hotel Miami Dadeland is proud to offer our event menus. Our talented team is ready to serve the best creative eats and drinks inspired by the area. You bring the guests and we will focus on the rest.

# Keys to Success:

- Free Wi-Fi in Meeting space and sleeping rooms
- Elegant/Intimate setting with ample space
- Attentive service
- Localized menu
- AC Kitchen
- Lounge and Rooftop Bar







# BREAKFAST BUFFET

#### 20 Person Minimum

Regular and Decaffeinated Coffee & Teas Included with all breakfast packages

### Dadeland Continental - \$20 per person

- -Assorted Yogurts
- -Sliced Seasonal Fruits
- -Assorted Cereals
- -Milks Regular, Soy, Almond
- -Fresh baked Croissants, Muffins, Danishes, Bagels, and Artisan Breads with Nutella, Assorted Jams, Butter and Cream Cheese
- -Freshly Squeezed Juices

# European Corner - \$26 per person

- -Sliced Seasonal Fruits
- -Yogurt, Berry Granola Parfait
- -Assorted Cereals
- -Milks Regular, Soy, Almond
- -Savory Tarts: Spinach & Gruyere, Ham & Cheese
- -Sweet Tarts: Banana Walnuts, Blueberry Granola
- -Assorted Cold Cuts & Cheeses
- -Fresh Baked Croissants, Muffins, Danishes and Artisan Breads with Nutella, Assorted Jams, Butter
- -Freshly Squeezed Juices

# American - \$30 per person

- -Sliced Seasonal Fruits
- -Scrambled Eggs
- -Breakfast Potatoes
- -Crispy Bacon and Chicken Apple Sausage
- -Fresh baked Croissants, Muffins, Danishes, Bagels, and Artisan Breads with Nutella, Assorted Jams, Butter and Cream Cheese
- -Assorted Cereals
- -Milks Regular, Soy, Almond
- -Oatmeal with Assorted Toppings Brown Sugar, Candied Walnuts, Dried Fruit, Honey
- -Freshly Squeezed Juices

### Little Havana - \$24 per person

- -Sliced Seasonal Fruits
- -Scrambled Eggs
- -Cuban Toast
- -Ham Croquettes
- -Guava & Cheese Pastelitos
- -Freshly Squeezed Juices



# PLATED BREAKFAST

10 Person Minimum

All Plated Menus include Breakfast Breads such as Croissants, Muffins, Danishes and Artisan Breads

with Butter & Assorted Jams

Regular and Decaffeinated Coffee & Teas Included with all Breakfast Packages

### AC Breakfast - \$18 per person

- -Scrambled Eggs
- -Fresh Seasonal Fruit Cup
- -Breakfast Potatoes
- -Choice of: Bacon OR Sausage OR

Chicken Apple Sausage

-Freshly Squeezed Juices

# Sweet Tooth - \$18 per person

- -Belgium Waffles with Whipped Cream & Maple Syrup
- -Fresh Seasonal Fruit Cup
- -Choice of: Bacon OR Sausage OR Chicken Apple Sausage
- -Freshly Squeezed Juices

## Avocado Heaven - \$20 per person

- -Avocado Mash on Multigrain Toast with Poached Egg & Watermelon Radish
- -Breakfast Potatoes
- -Crispy Bacon
- -Freshly Squeezed Juices

# Classic Benedict - \$20 per person

- -English Muffin Topped with Canadian Bacon, Poached Egg & Hollandaise Sauce
- -Breakfast Potatoes
- -Freshly Squeezed Juices



# **BREAKFAST ENHANCEMENTS**

Breakfast Enhancements can be added to any of our Breakfast Packages. Enhancement cannot be a la carte and must be for each guest.

- -Bagels & Cream Cheese \$50 per dozen
- -Oatmeal with Brown Sugar & Walnuts \$5 per person
- -Croissant Sandwich with Bacon, Egg & Cheddar Cheese \$7 per person
- -Vegetable Frittata with Spinach, Mushroom, Goat Cheese & Herbs \$8 per person
- -Ham Croquettes **\$4 per person**
- -Yogurt, Berry Granola Parfait \$6 per person
- -Belgium Waffles with Whipped Cream & Maple Syrup \$6 per person
- -Scrambled Eggs and Choice of Crispy Bacon OR Chicken Apple Sausage **\$8 per person**







# **BREAKS**

### 10 Person Minimum for all Break Packages

### Mid-Morning Refresher - \$18 per person

- -Mixed Berry Smoothie
- -Candied Walnuts and Blueberries
- -Assorted Granola Bars
- -Assorted Fresh Juices and Kombucha

### South Beach Living - \$20 per person

- -Seasonal Sliced Fruits
- -Assorted Granola Bars & Power Bars
- -Crudité's with Hummus & Dips
- -Build Your Own Trail Mix with an Assorted Mix of Nuts & Dried Fruits, Shredded Coconut
- -Assorted Fresh Juices and Kombucha

# Pinecrest Boost - \$22 per person

- -Blueberries and Candied Walnuts
- -Individual Bags of Sweet Potato Chips
- -Assorted Granola Bars
- -Assorted Finger Sandwiches
- -Assorted Flavored Cold Coffees
- -Assorted Fresh Juices and Kombucha

### Sugar Rush - \$20 per person

- -Assorted Flavored Cold Coffees
- -Fresh Brownies
- -Assorted Macaroons
- -Chocolate Chip Cookies
- -Assorted Pepsi Products

## Sweet and Savory - \$26 per person

- -Build Your Own Trail Mix with an Assorted Mix of Nuts & Dried Fruits, Shredded Coconut
- -Soppressata and Aged Cheddar Cheese with Olives, Mustard, Jams, Olive Oil, Flatbread Crackers and Artisan Breads
- -Assorted Macaroons
- -Assorted Granola Bars
- -Assorted Pepsi Products

#### All-Day Hydration - \$18 per person (up to 8 hours)

- -Selection of Teas
- -Assorted Pepsi Products
- -Bottled Water
- -Regular and Decaffeinated Coffee

# On Miami Time - \$18 per person

- -Beef & Chicken Empanadas
- -Ham & Cheese Croquettes
- -Plantain Chips with Mojo Dipping Sauce
- -Guava & Cheese Pastelitos
- -Regular and Decaffeinated Coffee

# **On Consumption**

- -Bottled Water (\$4 ea.)
- -Energy Drinks (\$6 ea.)
- -Coffee (\$45 per gallon)
- -Juice (\$45 per gallon)
- -Sparkling Water (\$6 ea.)
- -Assorted Sodas (\$4 ea.)
- -Assorted Juices (\$4 ea.)
- -Assorted Teas (\$2 ea.)
- -Sparkling Water (\$6 ea.)
- -Kombucha (\$7 ea.)







# LUNCH BUFFET

20 Person Minimum
Freshly Baked Bread & Butter
Regular and Decaffeinated Coffee & Iced Tea Included with all lunch packages

### The Coral Way - \$32 per person

- -Mixed Greens Salad with Cucumbers, Carrots, Tomatoes, with Ranch or Italian dressing
- -Cold Pasta Salad
- -Individual BLT's Hawaiian Roll, Lettuce, Tomato, Bacon
- -Individual Grilled Cheese with Avocado and Tomato, Brioche Bread and Cheddar Cheese
- -Individual Hot Roast Beef with Cheddar Cheese
- -Mustard and Mayo
- -Individual Bags of Chips
- -Chocolate Chip Cookies

# Taste of Pinecrest - \$36 per person for 1 protein, \$44 per person for 2 proteins

- -Caprese Salad, Mozzarella, Roma Tomatoes, Arugula, Aged Balsamic
- -Baby Greens with Dried Cranberries, Candy Walnuts, Crumbled Goat Cheese with Vinaigrette
- -Grilled Chicken (Sliced)
- -Pan Seared Salmon with a Citrus Beurre Blanc
- -Roasted Sweet Potato Wedges
- -Snap Peas with Olive Oil, Chili Flakes, and Citrus
- -Mini Cupcakes: Chocolate, Red Velvet & Carrot Cake

### Sabor a Buena Vista - \$42 per person for 1 protein, \$50 per person for 2 proteins

- -Two Bean Salad Link Chorizo Sausage, Charred Corn, Red Peppers, Cilantro, Italian Vinaigrette
- -Heirloom Cherry Tomatoes & Avocado Salad Pickled Red Onions, Raspberry Vinaigrette
- -Grilled Chicken Breast Pineapple Salsa
- -Marinated Flat Iron Steak with Herb Chimichurri
- -Black Beans & Rice with Cilantro
- -Broccolini
- -Cinnamon Churros Warm Chocolate & Salted Caramel Sauces
- -Tres Leches Cake

## International Deli - \$34 per person

- -Greek Salad with Kalamata Olives, Tomatoes, Feta Cheese, Red Onion, Green Bell Peppers and a Greek Vinaigrette
- -Pasta Salad Sundried Tomatoes, Olives, Italian Herb Dressing Italian
- -Sandwich Salami, Prosciutto, Ham, Kalamata Olives, Mozzarella, Red Onions, Arugula on a Ciabatta Bread
- -Turkey Breast Wrap Garlic Aioli, Bacon, Provolone, Tomato, Lettuce, Whole
- -Veggie Wrap Chef's Choice of Seasonal Vegetables
- -Assorted Bag of Chips
- -Assorted Mini Desserts



# **LUNCH BUFFET**

20 Person Minimum
Freshly Baked Bread & Butter
Regular and Decaffeinated Coffee & Iced Tea Included with all lunch packages

# Little Italy - \$36 per person, \* add 1 protein for additional \$8 per person

- -Classic Caesar Salad with Romaine, Herb Croutons & Parmesan Cheese
- -Italian Wedding Soup
- -Pasta Salad with Tricolor Rotini, Mozzarella & Parmesan Cheese, Tomatoes, Olives, Salami, Green, Orange & Red Bell Peppers, Red Onion in an Italian Vinaigrette
- -Baked Ziti with Marinara Sauce
- -Cheese Tortellini in an Alfredo Sauce
- -\* Chicken Piccata with a Lemon Caper Sauce
- -\* Bruschetta Baked Salmon
- -Tiramisu
- -Mini Cannoli's

## <u>Viva Mexico - \$36 per person Select Tacos or Fajitas or \$42 per person for both</u>

- -Chicken Tortilla Soup
- -Roasted Corn & Black Bean Salad with Chopped Romaine, Avocado, Tomatoes, Shredded Mexican Cheese in a Creamy Cilantro dressing
- -Tortilla Chips with Salsa
- -Make your own Tacos with Ground Beef, Chopped Tomatoes, Shredded Lettuce, Cilantro, Queso Fresco, Sour Cream, Guacamole, Limes, Flour Tortillas and Hard Shell Tacos
- -Make your own Fajitas with Chicken, Red & Green Peppers, Onions, Guacamole, Sour Cream, Limes, Shredded Cheese, Tortilla Shells
- -Yellow Rice
- -Refried Beans
- -Caramel Flan
- -Cinnamon Churros with Hot Sauce



# PLATED LUNCH

10 Person Minimum Freshly Baked Bread & Butter Included Regular and Decaffeinated Coffee & Iced Tea Included with all lunch packages

-Chopped Greens, Tomatoes, Crispy Bacon, Hard Boiled Egg, Avocado,

Chives, Roquefort Cheese with a Buttermilk Ranch Dressing

Choose One Salad	Choose one Entrée	Choose one Dessert		
-Mixed Field Greens Salad with Cucumbers, Carrots, Tomatoes,	Grilled Chicken Breast - \$35 per person	-New York Cheesecake with Strawberry Sauce		
Crumbled Blue Cheese with a Champagne Vinaigrette	Mushroom Compote, Roasted Potatoes, Asparagus, Natural Pan Jus	-Tiramisu		
-Duo Color Market Tomatoes, Fresh Mozzarella Cheese, Sweet Basil with Balsamic Reduction	Pan Roasted Salmon - <b>\$38 per person</b>	-Key Lime Pie with Fresh Whipped Cream		
	Forbidden Rice, Bok Choy, Mustard Tamarind Sauce	-Strawberry Shortcake with Sponge Cake, Whipped Cream & Fresh Strawberries		
-Romaine, Shaved Parmesan Cheese, Herb Croutons with Caesar Dressing	Seared Herb Marinated Flat Iron Steak - <b>\$42 per person</b> Fingerling Potatoes, Haricot Vert, Bell Peppers, Creamy Chimichurri Rojo			





# **BOX LUNCH**

10 Person Minimum \$28 Per person - Includes potato chips, whole fruit, a chocolate chip cookie bottled water or soda

# Sandwiches - Select Up to Three

- -Ham & Provolone on Sourdough
- -Turkey & Cheese on a Croissant
- -Roast Beef & Cheddar on a Raiser Roll
- -Pesto Chicken & Provolone on Ciabatta
- -BLT on Rye
- -Apple Chicken Salad on a Croissant
- -Chicken Caesar on Spinach Wrap
- -Roasted Vegetables on a Whole Wheat Wrap

### Salad - Select One

- -Red Bliss Potato Salad
- -Cole Slaw
- -Pasta Salad
- -Tabbouleh Salad







# **DINNER BUFFET**

20 Person Minimum
Freshly Baked Bread & Butter
Regular and Decaffeinated Coffee & Iced Tea Included with all dinner packages

### Dinner Buffet Option 1 - \$45 per person

- -Choice of One Soup
- -Mixed Green and Romain Salad with Cucumbers, Carrots, Tomatoes, Parmesan, Croutons, Ranch, Balsamic
- -Seared Airline Chicken with Roasted Mushrooms and Lemon Rosemary
- -Sliced Skirt Steak with Tomato Bruschetta
- -Herb Roasted Potatoes
- -Roasted Asparagus
- -Chocolate Chip Cookies & Chocolate Brownies

### Dinner Buffet Option 2 - \$50 per person

- -Choice of One Soup
- -Individual Tomato Mozzarella Salads with Olive Oil, Cracked Pepper and Balsamic Reduction
- -Arugula Salad with Tomato, Cucumber, Red Onion, Croutons. Ranch and Balsamic

#### Choice of 2 Entrees:

- -Roasted Salmon with Tarragon Citrus Beurre Blanc
- -Seared Airline Chicken with Caramelized Onion Gravy
- -Pork Loin with Apple Glaze, Roasted Mushrooms and Thyme Demi
- -Roasted Sweet Potato Wedges
- -Broccolini
- -Individual Chocolate Mousse
- -Mini Key Lime Pie

### Dinner Buffet Option 3 - \$55 per person

- -Choice of One Soup
- -Caesar Salad with Croutons, Parmesan, Pepper and Lemon
- -Spring Salad Mixed Greens, Red Onion, Radishes, Cherry Tomatoes, Champagne Vinaigrette

#### Choice of Two Entrees:

- -Bistro Filet with Rosemary Au Jus and Horseradish Cream
- -Scampi Shrimp
- Rigatoni, Olive Oil, Butter, Parmesan
- -Chicken Cutlets with Tomato Relish
- -Roasted Snapp Peas and Carrots with Olive Oil and Thyme
- -Mac N Cheese with Gouda and Parmesan Cheese
- -Herb Roasted Potatoes
- -Chocolate Cream Pie
- -Cheesecake with Macerated Berries

# **Soup Options**

- -Tomato Bisque
- -Vegetarian Minestrone
- -Chicken Tortilla
- -Italian Wedding Soup
- -Sancocho



# PLATED DINNER

10 Person Minimum
Freshly Baked Bread & Butter Included
Regular and Decaffeinated Coffee & Iced Tea Included with all dinner packages

#### **Choose One Salad**

- -Mixed Baby Greens, Candied Pecans, Cucumbers, Cherry Tomato's, Goat Cheese with a Raspberry Vinaigrette
- -Frisee & Arugula, Marcona Almonds, Strawberries, Feta, Citrus Vinaigrette
- -Tomato Caprese Heirloom Tomatoes, Fresh Mozzarella, Balsamic Drizzle
- -Mixed Greens, Charred Green Onion, Marinated Mushrooms, Feta, Oregano & Garlic Dressing

#### **Choose One Entree**

- -Pan Seared Chicken **\$45 per person** Seasonal Vegetables, Coconut Rice, Onion Fennel Jus
- -Stuffed Chicken **\$47 per person**Filled with Mushroom, Chevre & Prosciutto, Baby
  Vegetables, Roasted Fingerling Potatoes, Pan Demi Glace
- -Miso Glazed Salmon **\$50 per person** Crispy Polenta Cake, Broccolini
- -Pistachio Crusted Grouper \$55 per person Garlic Whipped Mash, Grilled Asparagus
- -Marinated Skirt Steak **\$60 per person** Roasted Garlic Potato Puree, Grilled Peppers, Herb Chimichurri
- -Filet Mignon **\$75 per person B**raised Baby Bok Choy, Mushroom Risotto, Peppercorn Demi Glace

# **Choose One Dessert**

- -Crème Brulee Trinity Cream, Custard Base Caramelized Sugar
- -Lemon Meringue Tart with Fresh Whipped Cream
- -Flourless Chocolate Cake with a Creme Anglaise
- -Guava Cheesecake with a Graham Cracker Crust
- -Tres Leches Cake



# RECEPTION – HORS D'OEUVRES

Price is per piece. Minimum order 50 pieces per selection.

- -Mini Beef Empanadas \$6
- -Mini Chicken Empanadas \$5
- -Crab Cakes with Lemon Aioli \$5
- -Coconut Fried Shrimp with Sweet Marmalade \$6
- -Mozzarella & Tomato Skewers with Balsamic Glaze \$5
- -Bacon Wrapped Dates \$5
- -Smoked Salmon Deviled Egg with Avocado, Tomato \$6
- -Seared Tenderloin Crostini, and Pepper Relish \$7
- -Goat Cheese Croquettes with Guava Sauce- \$5
- -Chorizo, Manchego and Olive Skewers \$6
- -Beef Slider with Melted Cheddar \$5
- -Vegetable Spring Roll with Sweet Chili Dipping Sauce \$5
- -Chicken Satay with Peanut Sauce \$5
- -Baked Brie & Raspberry en Croute \$5
- -Ahi Tuna on a Crispy Wonton with a Sweet Chili Vinaigrette \$7



# **RECEPTION - DISPLAYS**

#### **COLD DISPLAYS**

Sushi Display - \$35 per person

Salmon, Tuna, Shrimp, Vegetable & California Rolls. Pickled Ginger, Wasabi, Soy Sauce

Artisan Cheese Display - \$16 per person

Imported & Domestic Cheeses, Fresh Dried Fruits, Artisan Bread & Assorted Crackers

Guacamole Display - \$14 per person Fresh Tortilla Chips, Salsa Roja, Salsa Verde, Guacamole, Limes, Pico de Gallo, Pickled Onions

Crudités Display - \$12 per person

Assortment of Fresh Raw Veggies and Chef's choice of dipping sauces

Mediterranean Display - \$17 per person

Stuffed Grape Leaves, Baba Ganoush, Hummus, Cucumber Sticks, Tabbouleh, Almonds, Pita Bread & Crisps

Antipasto Display- \$18 per person

Cured Meats, Cheeses, Olives, Marinated Artichokes, Tomato Bruschetta, Roasted Eggplant, Artisan Breads & Crisps

#### **HOT DISPLAYS**

Slider Display - \$24 per person

Pulled Pork, Beef, Crab Cake Assorted Sauces & Condiments to include: Roasted Red Pepper Sauce, AC Remoulade, Ketchup, Mayonnaise, Spicy Mustard, Caramelized Onions, Cabbage Slaw, Lettuce, Tomato, Assorted Potato Chips

Taco Display - \$22 per person

Sofrito Steak, Shredded Pork, Chicken, Fresh Flour Tortillas, Salsa de Arbol, Baja Pinto Beans, Shredded Lettuce, Mexican Cheese, Shaved Radish, Fresh Lime, Sour Cream, Guacamole, Pico de Gallo

Calle Ocho Display - \$20 per person

Mini Cuban Sandwiches, Ham and Beef Empanadas, Chicken Croquettes, Fried Yucca, Sweet Plantains, Plantain Chips, Cilantro Sauce







# BEVERAGES - OPEN BAR PACKAGES

Bartender Fee include in open bar price with minimum of 20 guests.

### Wine & Beer Package - \$20 per person First Hour

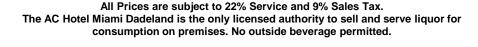
- \*Add \$6 Per Person for each additional hour\*
- -Hotel Selection of Red & White Wine
- -Selection Imported & Domestic Beers
- -Assorted Pepsi Soft Drinks

### Platinum Package - \$24 per person First Hour

- \*Add \$10 Per Person for each additional hour\*
- -Hotel Selection of Red & White Wine
- -1 Local Craft Beers
- -Selection Imported & Domestic Beers
- -Absolut Vodka
- -Bacardi Rum
- -Tanqueray Gin
- -1800 Silver
- -Johnnie Walker Red
- -Jack Daniels Whiskey
- -Assorted Pepsi Soft Drinks & Hotel Mixers

## Deluxe Platinum Package - \$28 per person First Hour

- \*Add \$12 Per Person for each additional hour\*
- -Hotel Selection of Red & White Wine
- -2 Local Craft Beers
- -Selection Imported & Domestic Beers
- -Tito's
- -Brugal 1888 Rum
- -Bombay Sapphire Gin
- -Don Julio Tequila
- -Johnnie Walker Black
- -Crown Royal Whiskey
- -Assorted Pepsi Soft Drinks & Hotel Mixers





# **BEVERAGES**

Bartender Fee \$150 each, up to 4 hours
Cashier Fee \$150 each, up to 4 hours (for cash bar)
\$50 for each Additional Hour
1 per 50 guests required for both Cashier & Bartender

# Based on Consumption, per drink pricing

- -Deluxe Platinum \$14 each
- -Platinum \$12 each
- -House Wine \$8 each
- -Imported Beer **\$8 each**
- -Domestic Beer \$6 each
- -Craft Beer \$8 each
- -Sodas, Juices, Bottled Water \$4 each

All Prices are subject to 22% Service and 9% Sales Tax.

The AC Hotel Miami Dadeland is the only licensed authority to sell and serve liquor for consumption on premises. No outside beverage permitted.







# **AUDIOVISUAL**

# **Audio Visual Equipment**

-Easel	\$30 ea.
-Screen 6ft x 8ft	\$100
-LCD Projector	\$300
-Wireless Clicker	\$40
-Flipchart Package	\$80
-Post it Flipchart Package	\$85
-Power Strip and Extension Cord	\$15 ea.
-Wireless Polycom Speaker Phone	\$275
-Wireless microphone	\$200

# **Internet and Networking**

We offer complimentary high speed wireless internet service in all meeting and public spaces. Please let us know how we can best serve your internet needs.

# **AV Terms and Conditions**

It is required that AC Hotels set up, operate and strike all equipment unless requirements dictate otherwise. All equipment prices are listed per day. Equipment pricing does not include an applicable service charge of 22% or sales tax of 7%.

Any additional audio visual needs not listed can be arranged by the AC Hotel through our preferred vendors.



# **CONSIDERATIONS AND POLICIES**

#### **Service Charge and Taxes**

A taxable Service Charge and Sales Tax will be added to all Event Technology and Room Rental Setup Fee Prices

#### Guarantees

A final guarantee with the number of people anticipated is required 72 business hours in advance of all meal functions or the contracted number will be used. The guaranteed number is not subject to reduction.

#### **Payment**

Terms for payment will be established in your confirmation/contract agreement. A mode of payment is required at the time of contract. Payments by cashier check must be received one week prior to your event. Payment by company or personal check must be received 21 business days prior to your event.

## <u>Signage</u>

All signage to be placed in the hotel must be professionally printed and approved in advance with your Event Manager. The use of push pins, tacks, nails, putty, duct tape and other forms to attach posters, banners and signage on any hotel wall, doors, and public areas is strictly prohibited. Banners or posters will be hung by hotel staff and applicable fee to apply.

## **Smoking**

The AC Hotel Miami Dadeland is a smoke free environment.

#### Meeting Space

All meeting rooms are setup in accordance to the approved event orders. Requests for change in room setup after the room has been fully set will result in a \$275 room re-set fee.

### **Electrical / Engineering**

Electrical needs will be assessed, and charges will vary based on specific needs. Electrical Charges in conjunction with decorators, entertainers, production, audio visual companies, etc. will be applied to your account unless other billing arrangements are made in advance.

### **Outside Food and Beverage**

Food and Beverage may not be brought into the hotel by any patron or attendee from an outside source.

## **Security**

The hotel will not assume liability or responsibility for damage or loss of personal property or equipment left in any function room. All outside security personnel are subject to hotel approval prior to event. If additional security is needed, the hotel will assist in making these arrangements. A charge of \$50 per security guard per hour will apply.



# **CONSIDERATIONS AND POLICIES**

#### **Seating Arrangements**

Hotel offers 72" tables (can accommodate between 10-12 people). A customized diagram of the ballroom will be done approximately two weeks before the event if needed.

# **Shipping & Storage of Packages**

Packages for the function may be delivered to the hotel (3) days pre and post to the function date with notification in writing given to the Event Manager. Fees apply to all group related boxes, packages, and pallets.

Your shipping label should feature the following: Marriott Miami Dadeland

Attn: Catering Manager

HOLD for Group/Event Name and Function's Date

7695 N. Kendall Drive

Miami, Fl. 33156

Tel: (305) 668-4490

Due to fire regulations, customers or contractors cannot use hotel public areas and service hallways for storage of supplies or equipment. Per Florida law, all fire regulations must be adhered to. The hotel is not responsible for items left in the function room.

# **Guarantees**

The final guaranteed number of people expected is required 72 business hours in advance of all meal functions or the contracted number will be used. This number will be your guarantee and it is not subject to reduction.

#### **Parking**

The hotel offers complimentary parking located adjacent to Dadeland Mall. Valet parking is available at a charge.

### **Décor and Music**

All Lounge furniture will remain unchanged during semi-private events unless discussed and agreed upon in writing prior to your event. Decorations such as confetti, glitter, etc. are strictly prohibited. Outside DJs and Music only permitted in private meeting space with prior approval with your Event Manager. AC Hotel reserves the right to charge for damages or clean up that may occur during events, pertaining to these restrictions.



# CAPACITY CHART

<u>Meeting Room</u>	<u>Dimensions</u> (LxWxH)	<u>Area</u> (Sq. Feet)	<u>Theater</u>	<u>Schoolroom</u>	Conference	<u>U-Shape</u>	Reception	<u>Banquet</u>
Marbella Ballroom	27x100x10	2809	312	117	67	80	275	234
Marbella Room A	33x27x10	973	65	40	20	28	95	50
Marbella Room B	33x26x10	869	58	34	15	20	85	40
Marbella Room C	33x27x10	967	65	40	20	25	95	50
Granada Boardroom/ Private Dining Room	28x17x10	491	-	-	8	-	-	-
Valencia Business Suite	28x11x13	310	-	-	6	-	-	-

