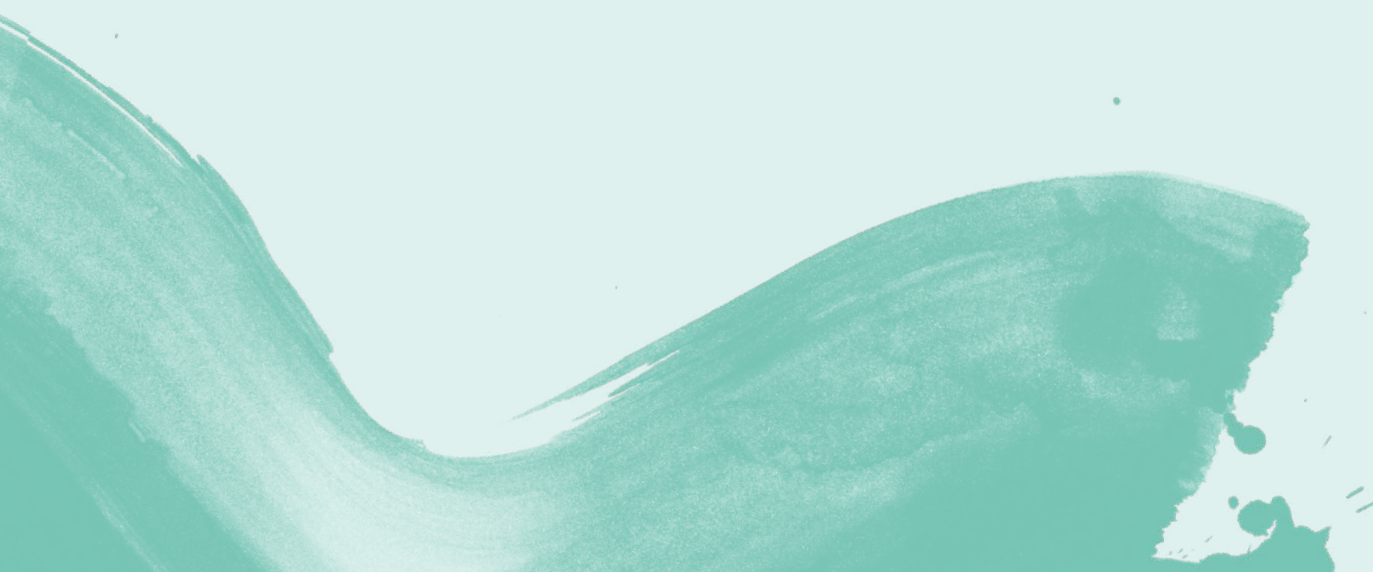




Nautilus
by Arlo

Events Kit

Reception Menu





Reception

Passed Hors D' Oeuvres

½ hour / choose 3 / \$20 per person

1 hour / choose 4 / \$36 per person

2 hours / choose 6 / \$60 per person

Mini Crab Cakes

Crab, Parsley, Dijon Mustard Served with Remoulade Sauces

Tuna Tartare

Ahi Tuna, Soy, Citrus, Cilantro with Ginger (Served on a Spoon)

Ceviche

Citrus, Cilantro, Bermuda Onion, Corn

Cucumber Rolls

Small Avocado, Capers, Lemons

Mini Burrata

Heirloom Tomato, Basil Pesto

Wild Mushroom Arancini

Portobello, Cremini Mushroom, Arborio Rice and Panko,
Served with Spicy Marinara Sauce

Shrimp Arancini

Rock Shrimp, Arborio Rice, Roasted Garlic, Served with Spicy Marinara Sauce

Mini Beef Sliders

Gruyere Cheese, Caramelized Onions, on Brioche Bun

Steak Crostini

Caramelize Onions, Blue Cheese

Mini Cuban Sandwiches

Roast Pork, Swiss, Mustard with Pickle on Brioche Bun

Mini Lamb Chops

Cranberry, Mint Sauce

Chicken Skewers

Orange and Achiote Chicken, Peppers and Onions,
Served with Yogurt Cucumber Sauce

Chorizo or Grilled Shrimp Tostones

Avocado Mash on a Crispy Toston



Stations

Paella Station \$55 per person ++

Saffron Rice with Assorted Seafood & Shellfish, Green Salad, Tortilla Espanola, Baguette

[Minimum of (25) guests]

Additional Fees: chef fee \$125 + / set-up fee \$150

Taco Station \$40 per person ++

Choose (2) Proteins: Carne Asada, Grilled Fish, Grilled Chicken, Carnitas (Pork) // Guacamole, Pico de Gallo, Crema, Chopped Lettuce, Sliced Jalapeños, Refried Beans, Queso Fresco, with Flour Tortillas, and Tortilla Chips

[Minimum of (25) guests]

Cheese & Charcuterie Station \$45 per person ++

Sopressata, Prosciutto di Parma, Capicola, Baguette, Assorted Domestic Imported Cheeses, Fig Jam, Blackberry Jam, Cranberry-Mint Jam, Assorted Olives, Mixed Nuts, Crudité // **Dips:** Green Goddess, Humus, Tzatziki // Served with Baguette, Crackers, Pita

[Minimum of (35) guests]



Stations

(continued)

Gaucha Asado Station \$65 per person ++

Choose (3) Proteins: Chorizo (Pork), Skirt Steak (Vacío), Leg of Lamb, Roasted Chicken // Served with Assorted Grilled Vegetables, Palm of Hearts Salad (Tomatoes, Olive Oil, and Citrus Vinaigrette), Roasted Cumin Chimichurri Sauce, Baguette

[Minimum of (35) guests] (outside only)

Additional Fees: chef fee \$125

Havana Night Station \$75 per person ++

Pernil with Crispy Skin [(24) hrs. Mojo Marinated Pork], Served with Steam Yuca, Mojo Onions, Yellow Rice, Black Beans, Sweet Plantain, and Salad (Avocado, tomato, Red Onions, Cucumber), Cuban Bread

[Minimum of (25) guests]

Late Night Snacks

1 Hour [Minimum of (35) guests]

Mini Sliders \$25 per person ++

Beef, Chicken, Crab Cake, Served with Kettle Chips

Assorted Sandwiches \$25 per person ++

Served with Kettle Chips

Sancocho: Chicken or Shrimp \$15 per person ++

Crispy Bread, Tomato, Onion, Cilantro, Limes

Mini Grilled Cheese Station \$20 per person ++

Tomato, Basil, Bisque

Guacamole & Salsa Station \$20 per person ++

Fresh Guacamole, Pico de Gallo, Roasted Tomato Salsa, Salsa Verde, Tortilla Chips, Queso Fundido with Chorizo


Event Spaces



Lobby Bar

Size (Sq Ft)	1,484
Banquet Seating	90
Reception	150

Pool & Backyard



An aerial photograph of a large backyard pool and deck area. The pool is rectangular and filled with clear blue water. The deck is made of dark wood and is furnished with numerous lounge chairs, some with blue and white cushions. There are several large, round, white umbrellas scattered throughout the deck. The area is surrounded by lush greenery, including palm trees and other tropical plants. A large, white, circular structure is visible on the left side of the deck. In the bottom left corner, there is a table with specifications for the space.

Size (Sq Ft)	11,900
Banquet Seating	150
Reception	500

Backyard

Size (Sq Ft)	1,200
Banquet Seating	150
Reception	250



Penthouse



Size (Sq Ft)	2,500
Banquet Seating	N/A
Reception	60

Penthouse Terrace

Size (Sq Ft)	1,660
Banquet Seating	60
Reception	100



Ocean Terrace

Size (Sq Ft)	2,800
Banquet Seating	50
Reception	100



Cabana Club Terrace

Size (Sq Ft)	1,950
Banquet Seating	100
Reception	150

Cabana Club Dining Room



Size (Sq Ft)	1,726
Banquet Seating	60
Reception	80

Bridge Room

Size (Sq Ft)	2,500
Banquet Seating	100
Reception	200



Stay Assured Policy

Prevention



Contactless Guest Journey

- Mobile Check In & Check Out via the Arlo App found in the App Store/ Google Play. Easy instructions emailed to you prior to your arrival for seamless execution (highly suggested for all guests)
- Mobile Room Key – after you check in via the App you can obtain your room key on the same App.
- Note: The Front Desk is available 24/7 as always to assist with any special request or for those who prefer a traditional check in process, however, the Contactless Guest Journey is highly encouraged for your stay.



Temperature Check

- All Team Members will have temperatures taken daily with the latest technology that will not allow someone to clock in for their shift without passing a temperature check.



Contactless Experience

- Touchless dispensers for soap and paper towels will be accessible in all public and team member restrooms
- Room Key selects floor when activated in elevator
- Touch-free doors have been added to public restrooms
- Trained staff to minimize physical contact

Cleanliness



Disinfecting & Sanitation Technology

- Clorox360 Antimicrobial fogging sanitizing & cleaning system will be used in all guest rooms just prior to releasing the rooms for sale.
- All common areas including elevators, meeting areas, pool, bathrooms, retail, spa and F&B outlets will be treated with Clorox360 antimicrobial fogging, sanitizing & cleaning system on the hour every hour.
- UV light cleaning technology will be used to sanitize all room keys and credit cards



Hand Sanitizer Dispensers

- Hand sanitizer dispensers (75% alcohol base/Kills 99.9% of germs) have been added around the hotel (indoor & outdoor) no less than 150ft apart and on ALL elevator landings.
- Blind Barber Hand Sanitizer (75% alcohol base/Kills 99.9% of germs) dispensers have been installed in the entryway of ALL guest rooms as well.



Housekeeping Services

- Housekeeping services will only be provided upon request in stay-over rooms; additional towels and amenities are also available upon request
- Guest rooms will remain vacant a minimum of 24 hours (based on occupancy); before guest room becomes occupied
- As rooms are released for sale a "Rest Assured Seal" is placed on the guest room door ensuring the very last interaction in the room was using the Clorox360 disinfectant and the very first interaction since that treatment will be the registered guest who "breaks" the seal.
- Sanitized Remote in all guest rooms along with option to control your TV via the Arlo App
- All public touchpoints will have scheduled personnel to continuously sanitize



Food & Beverage

- All meal periods will now offer take-out & delivery to guest rooms for those who wish to minimize contact in our outlets.
- All menus will be available on the guest-room TV's along with website.
- E-Menus & Disposable menus for all outlets

Stay Assured Policy (continued)

Transparency

Material Safety

- In an effort to continue to share information we are happy to provide all [Material Safety Data Sheets \(MSDS\)](#) for materials used to clean our facilities.

EPA Approved Housekeeping Products

- Click [here](#) to see a complete list of all cleaning materials used throughout the hotel and vendor information where materials were purchased.

Housekeeping Checklists

- All checklists in public spaces will be available for guests upon requests to see when the last time an area was cleaned.

Key Reports

- Lock interrogations are provided upon request if you feel your room has been entered by someone other than yourself throughout your stay.

A Message

The safety & well-being of our team, and customers remains at the top of our priority. Arlo has already proven to have the highest standards of housekeeping, food & beverage and overall hygiene. However, with our unique experience of remaining open in NYC through the pandemic crisis we were able to strengthen our existing procedures to create an environment that safeguards our guests with the most advanced initiatives. We have been and will continue to use the highest-grade cleaning products and enhanced safety protocols known to the market today.

Our Rest Assured Policy is to serve as both an assurance and a promise that the well-being and safety of our guests and team members is and will always be our number one priority and will focus on three key pillars: **Prevention, Cleanliness, and Transparency**. These pillars will be closely monitored throughout our entire hotel – public areas, guest rooms, restaurants, bars and outlets, as well as with our vendors, partners and Community. Rest assured, we won't let you down.



General Information

COVER COUNT ATTRITION / MEAL GUARANTEE

the hotel will grant up to five percent (5%) off the cover count as it appears on your signed letter of agreement, without penalty, no later than noon, three (3) business days prior to the event. a meal guarantee is required by noon seventy-two (72) hours prior to your function. if your function is scheduled on Tuesday the guaranteed attendance must be received by noon on the proceeding Friday. the hotel will be responsible for service up to 5% over and above the guarantee. If the number of guests falls below the meal guarantee, the host is responsible for the number guaranteed.

DISPLAYS AND DECORATIONS

all displays, including but not limited to, signage, i.e. nametags/badges, banners, decorations, advertising or placing of the hotel's or its owners or affiliate's name, likeness or logo on printed or online media, which is proposed to be used by patron, shall be subject to the prior written approval of the hotel in its sole discretion. The hotel will not permit the affixing of anything to the walls, floors, windows, or ceilings throughout the property. we are not responsible for loss or damage to any property, which you or your guests bring to the hotel, or leave before, during or after the event.

SHIPMENTS

Shipments may be delivered to the hotel a maximum of three business days prior to the date of the function. Approval is required for packages, boxes and/or equipment exceeding 200 pounds. Off premise storage and transportation at the clients' expense may be required. Additional charges will apply.

MUSIC AND ENTERTAINMENT

Should you wish to provide entertainment for your event, a demo of the group must be provided and will be approved at the sole discretion of the general manager of hotel. Once approved, your entertainment may use our internal sound system. All music is subject to the noise ordinances of the city of Miami Beach.

PRODUCTION/AUDIO VISUAL REQUESTS

The hotel's exclusive vendor is superior av. they can provide you with a highly trained production and audio/visual staff with the latest in technical equipment. Rates and information are available under separate cover; please review your production and audio visual requirements with your catering manager.

FOOD AND BEVERAGE

The Florida state liquor commission regulates the sale and service of alcoholic beverages. The hotel is responsible for the administration of these regulations. It is hotel policy therefore, that liquor cannot be brought into the hotel from outside sources. Additionally, the hotel does not allow any food to be brought into the hotel, whether purchased or catered from outside sources. Regarding select menu options note that consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have a medical condition.

SET-UP LABOR CHARGES

for each fifty (50) guests with a bar option, one (1) bartender is required and will be charged at \$150.00 for the first three hours and \$75.00 for each hour thereafter. Bartender fee is subject to current rate of 7% tax, (subject to change). Should additional servers be required client is subject to a \$25.00 per server per hour fee. Outdoor functions may have an additional service charge/labor fee based on the size and scope of the event. The hotel will provide a food & beverage manager and one (1) server per thirty (30) guests for a reception and one (1) per ten (10) guests for dinner. Should additional waiters be requested they would be charged at \$50.00 each per hour. The labor fee is subject to the current tax rate of 7% (subject to change). All food and beverage is based on a 10-person minimum.

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CHEFS AND CARVERS

Chefs and carvers are required for some menu items, and are charged at \$125.00 each per hour (plus taxes). The labor fee is subject to the current tax rate of 7% (subject to change).

SERVICE CHARGE AND TAX

A 22% taxable service charge and present rate of sales tax of 9% are added to all food and beverage charges. In accordance with the state of Florida department of revenue, sales and use tax, Florida administrative code, 12a-1.011 the service charge is taxable at a current rate of 7%. This rate is subject to change. Note that food and beverage prices are subject to change without notice. In the event that your organization is tax exempt, we are required by law to have a copy of your Florida state tax exemption certificate on file prior to the event.

ROOM RENTALS / SET UP FEES / OUTDOOR FUNCTIONS AND BACK UP SPACE

Your catering manager will confirm to you the applicable charges for venues. Outdoor functions have an additional service charge based on the size and scope of the event. Back up space will be provided for your event if needed based on the scope and size of your event. The hotel reserves the right to make the final decision to use indoor facilities in case of inclement weather three days before your event. Once the decision has been made and indoor arrangements have been made the venue cannot change. Movement of entertainment and production elements to the backup space are at the sole discretion of the hotel. For all functions at pool deck or beach, plastic "stemware" will be used.

NON-REFUNDABLE DEPOSITS / PREPAYMENT

An initial non-refundable deposit of approximately 50% of the estimated cost of the function will be required to hold the event space and will be due and payable as stipulated in the letter of agreement. An estimated prepayment of the balance of the function will be due and payable, fourteen (14) business days prior to the date of the function, by cashier's check or valid credit card. A credit card will be required before the day of your function to cover any overages you may accrue on the day of your event.

SECURITY

For certain events, the hotel will require that security officers be provided at the client's expense at a charge of \$135.00 for the first three (3) hours (minimum) and \$50.00 for each hour thereafter. Fee is subject to current rate of 7% tax, (subject to change).

For Additional Information:

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