



## PRIVATE EVENT INFORMATION

*The* HAMILTON®

EAT • DRINK • LISTEN

600 14th Street NW, Washington, DC 20005  
[thehamiltondc.com](http://thehamiltondc.com) | [events@thehamiltondc.com](mailto:events@thehamiltondc.com)

# TABLE OF CONTENTS

<i>About.....</i>	<i>3</i>
<i>Event Spaces .....</i>	<i>4</i>
<i>Breakfast.....</i>	<i>5</i>
<i>Weekend Brunch .....</i>	<i>6</i>

## **MENU OFFERINGS**

<i>Hors D'oeuvres .....</i>	<i>7</i>
<i>Platters &amp; Boards.....</i>	<i>8</i>
<i>Dips &amp; Raw Bar .....</i>	<i>9</i>
<i>Reception Stations .....</i>	<i>10</i>
<i>Lunch .....</i>	<i>11</i>
<i>Dinner .....</i>	<i>12</i>
<i>Buffet.....</i>	<i>13</i>
<i>Bar &amp; Beverage.....</i>	<i>14</i>

## **EVENT SPACES**

<i>The Hamilton Live.....</i>	<i>16</i>
<i>The Loft .....</i>	<i>18</i>
<i>Event Details .....</i>	<i>19</i>



# ABOUT

A uniquely eclectic experience located just steps from the White House, The Hamilton has quickly become Washington, DC's favorite gathering place for music, art, entertainment and inventive dining. The Hamilton is designed to welcome any crowd or party in search of an exceptional way to celebrate.

## OUR FOOD

Our Commitment to Better began decades ago when we chose to bypass traditional commercial produce routes in favor of locally grown fruits and vegetables. Establishing relationships with local farmers, Clyde's Restaurant Group was farm-to-table before it was a term. Not only does this provide fresher ingredients for our chefs and guests, but we consider it part of our ongoing collaboration with the local economy to design dining experiences that support the region's growth. Our chefs proudly support local watermen of the nearby Chesapeake Bay and other east coast fisheries. Our seasonal menus showcase the true "bounty of the sea." In addition to our local, farm-grown produce and seafood, we proudly serve Cedar River Farms® Natural Beef, humanely raised, free of hormones and antibiotics.

Thank you for considering The Hamilton for your upcoming event. Our sincere belief is that great dining begins with fresh ingredients, friendly people, and an unforgettable atmosphere. Our Executive Chef and Event Team are here to help you create that experience.

## EVENTS TEAM

To learn more about hosting a private event at The Hamilton, please contact our team:

Event Sales Manager: Kelsey Willis  
Event Manager: Benjamin Bogardus  
Event Assistant: Natalia Lukyanyuk

Phone: (202) 495-3100  
Email: [events@thehamiltondc.com](mailto:events@thehamiltondc.com)



---

# EVENT SPACES

---

*at a glance*

## THE HAMILTON LIVE



---

## THE LOFT





# BREAKFAST

Monday–Friday from 8 am–11 am  
Served with coffee, hot tea, soft drinks, or iced tea

## PLATED BREAKFAST

### FIRST COURSE (OPTIONAL) + \$5

Select one

- Yogurt Parfait
- Assortment of Fruit
- Coffee Cake

### ENTRÉE COURSE

Select two for your guests to choose between  
on day of event

- Benedict \$24
  - » Traditional, Florentine, or Chesapeake (+ \$5),  
breakfast potatoes, hollandaise
- All American \$24
  - » 2 scrambled eggs, wheat toast, breakfast  
potatoes, choice between bacon, pork sausage,  
or chicken-apple sausage
- Steak & Eggs \$32
  - » 6 oz Flat Iron, 2 scrambled eggs, breakfast  
potatoes, bordelaise
- French Toast \$22
  - » Vermont maple syrup, fruit compote,  
choice between bacon, pork sausage, or  
chicken-apple sausage
- Vegetable-Black Bean Hash \$22
  - » Poached eggs

## BUFFET OPTIONS

Continental.....\$26/per person

*Fresh fruit, assorted pastries & bagels with cream  
cheese, granola & yogurt*

Classic American.....\$28/per person

*Fresh fruit, scrambled eggs, breakfast potatoes,  
wheat toast, a choice between bacon, pork sausage,  
or chicken-apple sausage*

American-Continental.....\$34/per person

*Continental + Classic American*





# WEEKEND BRUNCH

For parties of 25 or more  
Available Saturday & Sunday until 4 pm  
Served with coffee, tea, soft drinks, or iced tea

## BUFFET \$45 PER PERSON

- Fresh Fruit
- Brunch Potatoes
- Breakfast Breads
- Bacon and Pork or Chicken-Apple Sausage

Select three:

- Scrambled Eggs
- Vegetable Frittata
- Smoked Salmon Platter  
*Bagels & cream cheese, capers, red onions, chopped egg, cream cheese*
- Eggs Benedict  
*Traditional, Florentine, Chesapeake (+\$5)*
- Breakfast Burrito  
*Scrambled eggs, chorizo, black beans, cheddar, ranchero sauce, sour cream, scallions*
- French Toast
- Pan-Seared salmon  
*Lemon-caper butter*
- Shrimp & Grits with Andouille sausage
- Crab Cakes (+\$14)  
*Tartar sauce, lemon*

## ELEVATE YOUR EXPERIENCE

- Oysters Rockefeller \$3.99/ea (minimum one dozen)
- Shrimp Cocktail \$4.29/ea (minimum one dozen)

## OMELET STATION

Omelet \$12 per person + \$125 per attendant (1 attendant per 35 guests)

- Mushrooms, tomatoes, cheese, bacon, ham, peppers, onions
- Add crab (\$6 per person) or shrimp (\$3 per person)



# RECEPTIONS

**COCKTAIL HOUR**  
*(must be accompanied by a full menu)*  
 Choose 5: \$23 per guest  
 Choose 8: \$38 per guest

**COCKTAIL RECEPTION (2 Hour Service):**  
 Choose 5: \$41 per guest  
 Choose 8: \$65 per guest  
 Choose 10: \$81 per guest

## PASSED HORS D'OEUVRES

- |   |  |   |
|---|--|---|
| • Mini Crab Cakes<br><i>Herb aioli</i>                        | • Arancini<br><i>Marinara</i>                                | • Sesame Crusted Tuna<br><i>Spicy Ponzu aioli</i>                                     |
| • Scallop with Bacon <sup>Ⓜ</sup><br><i>Dijon maple glaze</i> | • Crispy Chicken Bites<br><i>Honey Sriracha</i>              | • Smoked Salmon & Cucumber <sup>Ⓜ</sup><br><i>Whipped dill cream cheese</i>           |
| • Filet Steak Bites <sup>Ⓜ</sup><br><i>Horseradish aioli</i>  | • Grilled Ham and Cheese<br><i>Pimento cheese</i>            | • Cheeseburger Sliders<br><i>American cheese, pickles, ketchup</i>                    |
| • Peperonata & Goat Cheese<br><i>Crostini</i>                 | • Coconut Shrimp<br><i>Sweet chili sauce</i>                 | • Hummus & Cucumber <sup>Ⓜ</sup> <sup>Ⓜ</sup><br><i>Smoked paprika</i>                |
| • Mini Meatballs<br><i>Marinara, Pecorino Romano</i>          | • Mac & Cheese Bites <sup>Ⓜ</sup><br><i>Hot pepper mayo</i>  | • Baby Lamb Chops <sup>Ⓜ</sup><br><i>Rosemary Salt</i><br><i>(+\$2.50 per person)</i> |
| • Vegetable Spring Rolls<br><i>Sweet chili sauce</i>          | • Potato & Kale Croquettes <sup>Ⓜ</sup><br><i>Herb aioli</i> |   |

### INDIVIDUAL DISPLAY PLATTERS

*Choose one selection (serves 25)*  
**\$165 per platter**

<sup>Ⓜ</sup> Vegetarian <sup>Ⓜ</sup> Gluten Friendly





# RECEPTIONS

## DISPLAYED

One platter serves up to 25 guests

## BOARDS AND PLATTERS

Farmhouse Cheese Board.....\$240

*Artisanal cheese, grapes, crackers, bread*

Charcuterie Board.....\$240

*Assorted cured meats, pickled vegetables, olives, bread, whole grain mustard*

Farmhouse Cheese & Charcuterie Board.....\$265

*Artisanal cheese, assorted cured meats, pickled vegetables, grapes, olives, whole grain mustard, crackers, bread*

### Sliders

- Cheeseburger.....\$180
- Fried oysters .....\$200
- Crab cake .....\$220

Mini Crab Cake Platter .....\$220

*Tartar sauce, lemon*

Meatballs .....\$175

*Beef, Veal & Pork*

### Chicken Wings or Chicken Bites

*Buffalo, mumbo, or honey mustard*

*Dipping sauces: choice of blue cheese or ranch*

Wings .....\$190

Bites .....\$175





# RECEPTIONS

## DISPLAYED

### DIPS & SPREADS

*Priced per 25 guests*

#### HOT ITEMS

Crab & Artichoke Dip.....\$200  
*Sliced baguette*

Spinach & Artichoke Dip.....\$175  
*Sliced baguette*

#### COLD ITEMS

Hummus & Crudités..... \$150  
*Pita bread, peppers, carrots, cucumber*

French Onion Dip.....\$135  
*Caramelized onions, shallots, sour cream, mayo, Worcestershire sauce, Route 11 chips*

### SUSHI & RAW BAR

#### PLATTERS

The Hamilton Sushi Platter ..... \$245  
*Salmon Avocado Roll, Spicy Tuna Roll, Garden Roll, and Chef's Feature*

*Priced per piece, minimum of one dozen*

- Oysters Rockefeller .....\$4.29 ea
- Shrimp Cocktail .....\$4.29 ea



# RECEPTIONS

For a minimum of 25 guests

Taco Bar ..... \$24/per person

*Chicken tinga, pork carnitas, salsa verde, pico de gallo, cotija cheese, lettuce, diced red onions, pickled red onions, flour tortillas, corn chips*

Mediterranean ..... \$26/per person

*Grilled chicken breast, roasted vegetables, falafel, pita, hummus, whipped feta, tabouleh salad*

Italian ..... \$26/per person

*Rigatoni bolognese, vegetarian pasta, house salad, mozzarella salad, seasonal accompaniments, garlic bread*

Southern ..... \$26/per person

*Shrimp & grits, BBQ pulled pork chilled green bean salad with lemon-basil vinaigrette, cole slaw, potato rolls*

Slider station ..... \$28/per person

*Choose two: crispy chicken, cheeseburger, falafel slider  
Choice of: tater tots or potato chips, & potato salad or cole slaw*

Tater Tot Nachos ..... \$16/per person

*Cheese sauce, sour cream, scallions, diced tomatoes, chili*

## CARVING STATIONS

\$150 fee per attendant per 50 guests

Beef Tenderloin Carving ..... \$48/per person

*Whipped potatoes, horseradish sauce, soft rolls*

Roasted Turkey Breast Carving ..... \$32/per person

*Whipped potatoes, garlic butter green beans, cranberry aioli, soft rolls*

## DESSERTS

Priced per 25 guests

House-made Cookies & Brownie Bites ..... \$150

House-made Cheesecake & Brownie Bites ..... \$175

Assorted Petite Pastries

2 per guest ..... \$210

3 per guest ..... \$250



# TWO-COURSE PLATED LUNCH

Please select one first course and two entrees.

Soft drinks, iced tea, coffee, and hot tea are included.

For groups larger than 50, individual entree selections must be provided 10 days in advance.

The host is responsible for providing place cards that indicate what each guest ordered.

Dessert may be added for an additional fee.

## FIRST COURSE

Select one:

Caesar Salad | Mixed Greens Salad | Market Salad | Soup du Jour

## SECOND COURSE

Select two:

### CHICKEN & BEEF

**Half Chicken...\$42**  
*whipped Yukon gold potatoes,  
asparagus, chicken jus*

**Cedar River Farms Filet Mignon...\$56**  
*8-oz beef tenderloin, whipped Yukon  
potatoes, broccolini, bordelaise sauce*

### PASTA & VEGETARIAN

**Pasta Bolognese...\$30**

**Falafel Bowl...\$34**

### SEAFOOD

**Faroe Island Salmon...\$42**  
*Carolina gold rice, green beans,  
lemon-caper beurre blanc*

**Market Catch, Seasonal Fish...\$45**  
*Carolina gold rice, green beans,  
lemon-caper beurre blanc*

**Jumbo Lump Crab Cake...\$45**  
*garlic-herb red bliss potatoes, green beans,  
tartar sauce, lemon*

## DESSERT

Add for \$10

**Chocolate Brownie Sundae**  
*Vanilla ice cream, caramel sauce, whipped  
cream*

**Flourless Chocolate Cake**  
*Raspberry sauce  
(gluten-free, nut-free)*

**Cheesecake**

**Salted Caramel Bread Pudding**  
*Vanilla ice cream*

**Crème Brûlée**

**Key Lime Pie**  
*Raspberry sauce, whipped cream*

**Sorbet or Ice Cream**

Each entree is also available in an ever-changing Chef's preparation featuring the freshest market ingredients, please speak with your event manager to learn more about the current offering.

# THREE-COURSE PLATED DINNER

Please select one first course and two entrees or one duet entree, and one dessert.

Soft drinks, iced tea, coffee, and hot tea are included.

For groups larger than 50, individual entree selections must be provided 10 days in advance.

The host is responsible for providing place cards that indicate what each guest ordered.

## STARTER COURSE—RAW BAR ENHANCEMENTS

*Optional*

Jumbo Shrimp Cocktail | 3 shrimp...\$12.99

## FIRST COURSE

*Select one:*

Caesar Salad | Mixed Greens Salad | Market Salad | Soup Du Jour

## SECOND COURSE

*Select two main entrees or one duet:*

### CHICKEN & BEEF

**Half Chicken...\$52**  
*whipped Yukon gold potatoes,  
asparagus, chicken jus*

**Cedar River Farms Filet Mignon...\$70**  
*8-oz beef tenderloin, whipped Yukon  
potatoes, broccolini, bordelaise sauce*

### PASTA & VEGETARIAN

**Pasta Bolognese...\$45**  
**Falafel Bowl...\$45**

### SEAFOOD

**Faroe Island Salmon...\$52**  
*Carolina gold rice, green beans,  
lemon-caper beurre blanc*

**Market Catch, Seasonal Fish...\$55**  
*Carolina gold rice, green beans,  
lemon-caper beurre blanc*

**Jumbo Lump Crab Cakes...\$70**  
*garlic-herb red bliss potatoes, green beans,  
tartar sauce, lemon*

## DUETS

*Select one for the entire group*

**Jumbo Lump Crab Cake & Filet Mignon...\$78**  
*4oz filet & one crab cake, garlic-herb red bliss potatoes, green beans,  
bordelaise, lemon beurre blanc*

## DESSERT

**Chocolate Brownie Sundae**  
*Vanilla ice cream, caramel sauce,  
whipped cream*

**Flourless Chocolate Cake**  
*Raspberry sauce  
(gluten-free, nut-free)*

**Cheesecake**

**Salted Caramel Bread Pudding**  
*Vanilla ice cream*

**Crème Brûlée**

**Key Lime Pie**  
*Raspberry sauce, whipped cream*

**Sorbet or Ice Cream**

Each entree is also available in an ever-changing Chef's preparation featuring the freshest market ingredients, please speak with your event manager to learn more about the current offering.



# BUFFET

For parties of 25 or more

Includes three courses, soft drinks, iced tea, coffee, and hot tea

Lunch: includes one salad, two entrees (or one entree & one pasta), two sides, and assortment of petite pastries...\$48

Dinner: includes two salads, two entrees & one pasta, two sides, and assortment of petite pastries...\$70

## FIRST COURSE

Caesar Salad

Mixed Greens Salad

Market Salad

## ENTRÉE

### Market Catch

*Seasonal Fish with Chef's preparation*

### Chicken

*Crispy Roasted Chicken,  
Chicken Marsala, Chicken Piccata,  
or Chicken Parmesan*

### Salmon

*Lemon-Caper Beurre Blanc or Chimichurri*

### Petite Filet Medallions +\$12

*Bordelaise or Bearnaise*

### Jumbo Lump Crab Cakes +\$14

*Tartar sauce, lemon*

## PASTAS

### Penne alla Norma

*Rigatoni with Butter-Roasted Tomato Sauce*

### Chicken Fusilli

*Shiitake-cremini mushroom sauté, Marsala cream,  
parsley, Pecorino Romano*

### Shrimp Orecchiette

*Cherry tomatoes, basil, garlic, chili flakes,  
white wine-lemon butter*

### Rigatoni Bolognese

*Pork and beef ragu, with grana Padano*

## SIDES

- Whipped Potatoes
- Parmesan-Garlic Roasted Fingerling Potatoes
- Ancient Grains
- Herb Butter Green Beans
- Olive Oil & Lemon Broccolini
- Polenta
- Glazed Baby Carrots
- Pan-Roasted Brussels Sprouts with sherry, vinegar, thyme, lemon zest
- Glazed Baby Carrots
- Cauliflower Gratin
- Grilled Zucchini & Squash with Scallion "Dressing"



# BAR & BEVERAGE

Please select a beverage option to complement your event.

Option 1: Select a package featured on this page for unlimited consumption.

Option 2: Limited Selections from page 6 to be charged on consumption

## STANDARD BAR

2 hour minimum

Two hours, \$44 per guest

Additional hours, \$18 per guest, per hour

Standard Bar Package includes:

- Stolichnaya
- Beefeater Gin
- Jose Cuervo 'Tradicional' Tequila
- Plantation '3 Stars' Rum
- Four Roses Bourbon
- Sagamore Rye Whiskey
- Pierre Ferrand '1840' Cognac
- X by Glenmorangie Scotch
- Clyde's Label Chardonnay and Cabernet Sauvignon
- A rotating selection of draught beers
- Non-alcoholic beverages

## PREMIUM BAR

2 hour minimum

Two hours, \$56 per guest

Additional hours, \$22 per guest, per hour

Premium Bar Package includes:

- Tito's Vodka
- Hendrick's Gin
- Casamigos Blanco Tequila
- Plantation '3 Stars' Rum
- Captain Morgan Spiced Rum
- Woodford Reserve Bourbon
- Sagamore Rye Whiskey
- Macallan 12 year Scotch
- A selection of house wines including Prosecco, Pinot Grigio, Sauvignon Blanc, and Malbec
- A rotating selection of draught beers
- Non-alcoholic beverages

## ELITE BAR

2 hour minimum

Two hours, \$105 per guest

Additional hours, \$40 per guest, per hour

Elite Bar Package includes:

- Stoli 'Elit' Vodka
- Monkey 47 Gin
- Ron Zacapa 23 year Old Rum
- Don Julio Reposado Tequila
- Heaven's Door Bourbon
- Whistle Pig 12 year Rye Whiskey
- Oban 14 year Single Malt Whisky
- Hennessy VSOP Cognac
- Sommelier-selected wines including Champagne, red and white wines
- A rotating selection of draught beers
- Non-Alcoholic Beverages

## BEER & WINE

2-hour minimum

Two Hours, \$40 per guest

Additional hours, \$10 per guest, per hour

Rotating selection of bottled beers, house wines, and non-alcoholic beverages

## BRUNCH DRINKS

Bloody Marys & Mimosas

\$30 per guest for 2 hours

\$12 per guest for each additional hour

Open bar packages are for the entirety of the event and must be confirmed in advance on the Banquet Event Order.

Shots are not permitted at events





# BAR & BEVERAGE

Additional Beverage Package options:

## HOST BAR

Beverages will be billed to the host based upon consumption.

Please select premium, standard, or beer & wine only.

## NON-ALCOHOLIC

*\$8 per guest for up to 3 hours*

Coke, Diet Coke, Sprite, Q Club Soda and Tonic, juices, iced tea, hot tea, and coffee

## BEVERAGE ENHANCEMENTS

### PROSECCO TOAST

*\$8 per guest*

Inquire for full selection of sparkling wines available. Billed upon consumption

### SPECIALTY COCKTAILS

Feature one of our seasonal specialty cocktails. Inquire for current selection. Billed upon consumption.

### TABLESIDE WINE SERVICE

\$12.50 per person when added to a beverage package

### ZERO-PROOF COCKTAILS

Non-alcoholic specialty beverages can be featured and billed upon consumption. Offerings change seasonally, pricing ranges from \$8-14.



# THE HAMILTON LIVE

The Hamilton Live is a private space, located on the lower level of The Hamilton and features two large bar areas (including a mezzanine) and tiered table seating that surrounds a crescent stage.

Perfect for large meetings, seated meals, and cocktail receptions, this unique space uses cutting-edge green technology to provide your event with state-of-the-art sound and lighting. Past events include presidential inaugural celebrations, live music receptions, TED-style gatherings and other panel discussions, product launches, award ceremonies, and networking breakfasts.

Available for daytime events up until 2 PM or evening events up to four hours. Pricing varies by date and is subject to blackout dates and holiday pricing, please contact your event manager for availability and a price quote.

**ROOM CAPACITY:**  
**300 SEATED GUESTS**  
**600 GUESTS FOR COCKTAIL RECEPTIONS**

## DAYTIME EVENTS

\$2,000 Room Fee

Food & Beverage Minimums:

Monday–Friday \$8,000–\$12,000

Saturday & Sunday \$12,000–\$17,000

## EVENING EVENTS

\$3,000 Room Fee

Food & Beverage Minimums:

Sunday–Wednesday \$20,000–\$35,000

Thursday–Saturday \$30,000–\$45,000





# THE HAMILTON LIVE

## ADDITIONAL DETAILS

- Room Fee covers an event lasting up to four hours. Pricing for events up to 3 hours, additional time may incur additional charges.
- Room Fee includes:
  - » one A/V technician
  - » use of the screen/projector
  - » six channels of wireless with microphones & up to four lavalier microphones
  - » background music
  - » podium with microphone & flat screen television monitors
  - » stage lighting
  - » ambient column lighting
- Hosts and vendors will have access to the space two hours prior to the event; early setup prior to two hours may be available and is subject to additional charge.
- The Hamilton reserves the right to require wristbanding for event guests, using The Hamilton provided wristbands. Wristbands can be used as a guest count monitoring system and may affect event pricing.
- Live streaming is available
- \$1,500 Live Band Fee applies for all events with live entertainment. This fee includes:
  - » one additional A/V technician
  - » three-hour band load-in
  - » four parking spots
  - » sound check
  - » house backline
  - » green room with non-alcoholic beverage hospitality





# THE LOFT

The Loft, a private room with wood paneling and a custom mural adorning the walls, is located on the second level of the restaurant. The Loft can host both seated events and cocktail receptions.

Pricing varies by date and is subject to blackout dates and holiday pricing, please contact your event manager for availability and a price quote.

**ROOM CAPACITY:**  
**72 SEATED GUESTS**  
**150 GUESTS FOR COCKTAIL RECEPTIONS**

## DAYTIME EVENTS

\$400 Room Fee  
Food & Beverage Minimum:  
\$2,000–\$4,000

## EVENING EVENTS

\$600 Room Fee  
Food & Beverage Minimum:  
\$4,500–\$8,500

Room fee includes podium and Wi-Fi.  
Additional wired microphone or 55" TV \$150 rental each.

# EVENT DETAILS

## GRATUITY, TAX & SERVICE

- Gratuity percentage is at the sole discretion of the guest and is paid directly to the event staff. Gratuity percentage may either be predetermined or added to the final bill the day of the event. If gratuity is not predetermined, credit card must be presented for payment on day of event.
- All food & beverage items are subject to a 10% DC Sales Tax.
- All food & beverage items are subject to a 4% administrative fee (this fee covers the direct costs of planning your event).
- A valid DC Sales and Use Tax Exempt Certificate is required for tax exemption, along with proof that payment is issued by the tax exempt organization.

## DEPOSIT, PAYMENT, & CANCELLATION

- A deposit equal to 50% of the food and beverage minimum is due at the time of booking. Deposits are non-refundable and nontransferable. Events are not confirmed until the signed contract and deposit are received.
- Payment is due in full three days prior to the event. Any requested deposits will be credited towards the total cost of your event. Billing/Invoicing is not available.
- Cancellation of any event is subject to a cancellation fee as outlined in your contract.
- Force Majeure clause included

## GUARANTEED GUEST COUNT

- A final guest count is due by noon, three business days prior to the event date and is not subject to reduction.
- If no guaranteed guest count is provided by the host, the most recently submitted count will serve as the guaranteed guest count.

## SPECIAL SERVICES

- Should you desire entertainment, photography, florals, or other specialty services, your Event Manager would be delighted to assist with referrals and recommendations of our vendor partners.

## SPACE RESERVATION & TIMELINE

- All spaces are priced for an event up to 3 hours of service. If you wish to increase the length of time for your event, please contact your event manager for pricing information.
- The guest is guaranteed access to the space at least 30 minutes prior to the event for set up.
- The guest will confirm any set up requests and timeline for the event in advance with the Event Manager to facilitate a successful event.

## MENU SELECTION

- Final food and beverage selections are due two weeks in advance. Your events specialist will contact you at least three weeks prior to your event date to guide you through the menu selection process and finalize details for your event unless confirmed in advance.
- For plated meals with more than one entree selection:
  - For groups of 50 or more, we require exact entree counts one week prior to the event date. The host is responsible for providing place cards that indicate individual entree selection for each guest.
  - For groups of less than 50 guests, if entree selections and place cards are not provided in advance, orders will be taken tableside on the day of the event. Please note that table side orders may elongate the overall dining time.
- A Bar & Beverage package is required for the full length of the event and will be confirmed in advance on your Banquet Event Order.
- Food pricing is subject to change until menu selections are confirmed.
- Outside dessert fee is \$3 per guest. If substituted for dessert course, fee does not apply.
- Food Allergies and Dietary Restrictions – We pride ourselves on accommodating guests with food allergies and dietary restrictions. Please discuss any food allergies and/or dietary restrictions with your event manager.
- Food or beverage may not be brought on or off premise without written permission of the event department.
- Reception style events require a food minimum of \$41/person for full guest count, for two hours of passed hors d'oeuvres or three food stations.