

## *HOTEL CATERING POLICIES*

- **Menu Selection**

Menus must be submitted to the Catering Department at least two weeks in advance, otherwise items cannot be guaranteed. Menu selection is limited to one item per function unless the catering department gives prior approval. Menu prices do not include service charge and state sales tax.
- **Food and Beverage**

Current prices are subject to a proportionate increase to meet increased cost of foods, beverages, and the cost of operation existing on the date of the scheduled function. The patron or attendees shall bring no alcoholic beverages of any kind into the hotel from outside sources, without special permission from the hotel. The hotel reserves the right to charge for such services. In addition no food or beverage is to be removed from the hotel.
- **Buffets**

A minimum of 30 guests is required to provide a buffet meal. Should the group's actual count fall below 30 people, a \$50.00 service charge will be assessed, or the group has the option to change to a plated meal. Buffets cannot be offered to groups of less than 20 people.
- **Decorations**

Fresh flowers and Cakes may be ordered from the Catering Department. The hotel will not permit the affixing of anything to the walls, floor or ceiling of the rooms with nails, staples, or any other hard substances, unless approval is given by the Catering Department.
- **Guarantee**

In arranging for private functions, the expected attendance must be specified at the time of reservation. In addition, for food functions, the attendance must be definitely specified three working days (72 hours) in advance. The number you provide us will be considered a minimum guarantee, not subject to reduction, for which you will be charged even if fewer guests attend. a) If the Catering Department is not advised three working days (72 hours) in advance, the number you list as your attendance figure will be considered as your guarantee and charges will be made accordingly. b) The hotel will prepare food and set the room for 10% over your guarantee if the attendance is under 100 guests and 5% over your guarantee if the attendance exceeds 100 guests.
- **Security**

The hotel will not assume responsibility for the damage or loss of merchandise or articles left in the function rooms prior to or following the banquet(s) or meeting(s). Arrangements for security of merchandise or articles set up must be made prior to the planned event. The hotel reserves the right to require the client to provide security at any function where alcohol is served.
- **Linens**

Table clothes and napkins are provided for food functions. Please check with our Catering Department on colors we have available. If we do not have a color you need we can get it for you at an additional (rental) charge

- **Deposits**  
A deposit may be required at the time of your confirmed reservation. Deposits are non-refundable upon receipt; however, in the event of a cancellation or change of date, you may re-apply your deposit to another function. Deposit policies for wedding receptions and other functions are available through the Catering Department.
- **Damages**  
With the signing of our contract you agree that any damage fees will be charged to the credit card number on file.
- **Payment**  
**Banquet Room Rental Fee - \$1,000.00 per day**
  - **Weddings** - \$20.00 per person minimum on food plus 19% service charge and tax, this waives the cost of the room. \$1,000.00 deposit required with signed contract. Estimated balance is due two weeks prior to event (Adjustments will be made at the end of the event if there are changes to the bill).
  - **Meetings** - 50% of room rental due with signed contract. Balance is due 2 weeks prior to event.
  - **Reunions** - \$20.00 per person minimum on food, plus 19% service charge and tax, this waives the cost of the room. 75% of estimated total due 2 weeks prior to event. Balance due at completion of function.
  - **Birthday Parties, Anniversaries, Christmas Parties and Retirement Parties** - \$20.00 per person minimum on food plus 19% service charge and tax, this waives the cost of the room. \$1,000.00 deposit required with signed contract. Estimated balance is due two weeks prior to event. (Adjustments will be made at the end of event if there are changes to the bill).

# COCKTAIL RECEPTION SERVICES

**Host Bar:** \$50.00 Set-up Fee Applies per bar.

**Cash Bar:** \$50.00 Set-up Fee Applies per bar.

## Banquet Bar Beverages

Premium Brands - Cash Bar \$5.50, Host Paid Bar \$5.00

- Bourbon - Jim Beam
- Blend - V.O.
- Gin - Beefeaters
- Vodka - Smirnoff 80
- Scotch - Dewar's
- Rum - Bacardi)
- **Deluxe Bar - Cash Bar \$6.50, Host Paid Bar \$6.00**
  - Bourbon - Jack Daniels
  - Blend - Crown Royal
  - Gin - Tanqueray
  - Vodka - Absolut
  - Scotch - Johnnie Walker Black
  - Rum - Bacardi Gold
- **Wine - Cash Bar \$6.00, Host Paid Bar \$5.50 - \$24.00 Bottle**
  - House Wines by Beringer: Chardonnay, White Zinfandel, Merlot, Cabernet Sauvignon, Pinot Noir
  - Ecco Domani: Pinot Grigio
- **Beer**
  - Domestic Cash Bar \$3.25, Host Paid Bar \$3.00
  - Imported Cash Bar \$4.25, Host Paid Bar \$4.00
  - Domestic Keg Beer Available Please contact your coordinator for pricing and availability
  - Domestic Pony Keg Beer Available Please contact your coordinator for pricing
  - Imported and other kegs available please ask your coordinator for pricing and availability

## *A la Carte Beverages*

(1 gallon = approx. 20 servings, 1 carafe = 6 servings)

### **Banquet Beverages**

- Freshly Brewed Coffee or Decaf **\$18.95/Gallon**
- Iced Tea **\$18.95/Gallon**
- Tea Bags (charge is for tea bags consumed) **\$1.75/Bag**
- Lemonade **\$18.95/Gallon**
- Fruit Punch **\$18.95/Gallon**
- Chilled Juice  
(Orange, Apple, or Cranberry) **\$11.95/Carafe**
- Milk (small cartons) **\$1.50**
- Soft Drinks **\$5.00/Carafe**
- Soft Drinks (per can consumed) **\$2.00/Can**
- Bottled Water **\$2.00/Bottle**

## *A la Carte Snacks*

### **Dry Snacks (Serves 10 persons)**

- Bar Snacks **\$9.50**
- Cocktail Peanuts **\$9.50**
- Mixed Nuts **\$12.00**
- Potato Chips **\$10.50**
- Pretzels **\$10.50**
- Tortilla Chips **\$10.50**
- Dips (Guacamole, Bleu Cheese, Onion, Salsa, or Spinach) per bowl **\$9.95**

### **Refreshing Breaks (each item has one dozen servings)**

- Assorted Danish **\$16.95**
- Assorted Muffins **\$15.95**
- Assorted Doughnuts - Fresh **\$18.95**
- Bagels with Cream Cheese **\$19.95**
- Individual Fruit Flavored Yogurt **\$1.50**
- Chocolate Frosted Brownies **\$22.95**
- Assorted Cookies **\$13.95**
- Fresh Sliced Seasonal Fruit (serves 25) **\$50.00**
- Assorted Candy Bars **\$1.75 each**

Prices are subject to change. Add service charge of 19% and Tax of 7%.

# *Hors d' Oeuvres*

Based on 50 servings OR Number of Pieces Listed

## *Hot Selections*

- Buffalo Chicken Wings served with bleu cheese or ranch dip (100) **\$100.00**
- Corn Dogs served with spicy mustard. (100) **\$175.00**
- Fried Mushrooms or Zucchini Sticks served with ranch dressing **\$165.00**
- Stuffed Fried Jalapenos stuffed with cheddar cheese (100) **\$165.00**
- Burrito & beans served with sour cream **\$185.00**
- Taquitos served with salsa (100) **\$165.00**
- Shrimp Tempura (100) **\$250.00**
- Fried Chicken Tenders (100) **\$250.00**
- Cocktail Shrimp served with cocktail sauce (100) **\$200.00**

## *Cold Selections*

- Assorted Finger Sandwiches - Tuna or Chicken salad on choice of wheat or white bread (100) **\$100.00**
- Country Ham on Mini Buns served with spicy mayonnaise (100) **\$100.00**
- Baked Turkey on Mini Buns served with mayonnaise (100) **\$100.00**
- Deviled Eggs (100) **\$85.00**
- Fresh Fruit Display **\$125.00**
- Fresh Vegetables with Ranch Dip **\$100.00**
- Cheese and Crackers **\$50.00**
- Tri-Colored Tortilla Chips served with salsa **\$65.00**
- Sliced or Cubed Fresh Fruit Tray **\$110.00**
- Cheese, Fruit and Vegetable Tray **\$125.00**
- Fresh Fruit with Chocolate Dip **\$125.00**
- Chocolate Dipped Strawberries **\$125.00**
- Assorted Cheeses and Crackers **\$125.00**
- Assorted Raw Vegetables with Ranch Dip **\$100.00**
- Assorted Cheeses, Fruit Tray with Crackers **\$135.00**

Prices are subject to change. Add service charge of 19% and Tax of 7%.



# *Buffet Dinner Selections*

(Minimum of 30 people or subject to \$50.00 set-up fee)

All buffets include Choice of Dessert, and Coffee or Iced Tea.

## **Mexican Fiesta Bar** **\$19.00**

Seasoned beef and seasoned chicken, warm flour tortillas, grilled peppers and onions, seasoned ground beef, hard taco shells, burritos covered in beans topped with cheese, and rice all accompanied with, sour cream, salsa, cheddar cheese, shredded lettuce, diced tomatoes.

## **Italian Night** **\$19.00**

Lasagna, Fettuccine Alfredo, and Spaghetti with Meat Sauce, tossed green salad with dressings, and garlic seasoned bread sticks

## **Roundup BBQ** **\$22.00**

10 oz. T-Bone steak, BBQ'd chicken, ranch style bean, coleslaw, tossed green salad with dressings, ranch style bread

## **Marinated Sirloin Strips & Baked Chicken** **\$24.00**

Thinly Sliced Top Sirloin Steaks sautéed with onions and peppers, Baked Chicken, Boiled New Potatoes, fresh cut Green Beans sautéed with onions and bacon, tossed green salad and dressings, and dinner rolls.

## **Buffet Desserts (included)**

Choice of one: Chocolate Cake, Carrot Cake, or Orange Cake

## **Buffet Desserts (extra charge, add)** **\$2.50**

Triple Layer Chocolate Cake or Strawberry Covered Cheesecake

Prices are subject to change. Add service charge of 19% and Tax of 7%.

## *Buffet Luncheons*

(Minimum of 30 people or subject to \$50.00 set-up fee)

All buffets include Choice of Dessert, and Coffee or Iced Tea.

### **Deli Bar** **\$13.00**

Sliced luncheon meats including Salami, Roast Beef, Turkey, Ham, assortment of sliced cheeses, tomatoes, lettuce, red onions, assortment of breads, coleslaw, chips, and condiments.

### **Chicken Fajitas** **\$13.00**

Seasoned chicken, warm flour tortillas, grilled peppers and onions, Spanish rice and black beans all accompanied with, sour cream, salsa, cheddar cheese, shredded lettuce, diced tomatoes.

### **Little Italy** **\$13.00**

Fettuccine Alfredo and Spaghetti with Meat Sauce, tossed green salad with dressings, and garlic seasoned bread sticks

### **Buffet Desserts (included)**

Choice of one: Chocolate Cake, Carrot Cake, or Orange Cake

*Plated Luncheon Selections Available*

*Please ask for details*

Prices are subject to change. Add service charge of 19% and Tax of 7%.

# ***BREAKFAST BUFFETS***

(Minimum of 30 people or subject to \$50.00 set-up fee)

All Buffet Breakfasts' Include Coffee, Tea, and Chilled Juice

## **Continental**

**\$6.95**

Fresh fruit, danish, and muffins.

Add Yogurt- \$1.00, Oatmeal-\$1.00, Cereal-\$1.50

## **The Ranch Breakfast Buffet**

**\$9.95**

Fluffy scrambled eggs, ranch potatoes, crisp bacon and country sausage served along with homemade biscuits & gravy.

Add Yogurt- \$1.00, Oatmeal-\$1.00, Cereal-\$1.50

## **Deluxe Buffet Breakfast**

**\$11.95**

A complete array of breakfast items including: Scrambled eggs, crisp bacon, country sausage, ranch potatoes, assorted fresh breakfast pastries, fresh fruit, biscuits, butter and jelly.

Add Yogurt- \$1.00, Oatmeal-\$1.00, Cereal-\$1.50

## **Supreme Buffet Breakfast**

**\$13.95**

Along with our Deluxe items the Supreme also features, Southern sausage gravy, country ham, with your choice of French toast or buttermilk pancakes served with maple syrup.

Add Yogurt- \$1.00, Oatmeal-\$1.00, Cereal-\$1.50

Prices are subject to change. Add service charge of 19% and Tax of 7%.