



The Savory Experience

Banquet and Catering Menus

Hotel Capitol Park Atlanta. 450 Capitol Ave. Atlanta. GA. 30312 Tel 404.591.2000
www.hotelcapitolpark.com



CONTINENTAL BREAKFAST

GEORGIA CAPITOL 20

Orange, Ruby Red Grapefruit and Cranberry Juices
Sliced Seasonal Fresh Fruits and Berries
Breakfast Breads and Muffins

THE PEACH STATE 23

Individual Orange, Apple and Peach Juices
Sliced Peaches, Watermelon and Pineapple
Peach Cobbler with Vanilla Sauce
Peach Muffins and Blueberry Muffins with Peach Butter

HEALTHY CHOICE 24

Individual Bottles of Organic Juices
Whole and Sliced Seasonal Fresh Fruits
Egg White Frittata with Roasted Tomatoes, Red Onions and Asparagus
Low Fat Yogurt with Granola and Fruit Parfaits
Oat Bran Muffins and Fruit Breads

CONTINENTAL BREAKFAST ENHANCEMENTS

| | |
|--|------------------------|
| Ham, Egg and Cheese Croissant | 3.50 each |
| Egg and Cheese Croissant | 3.00 each |
| Jumbo Country Biscuit with Sausage | 3.50 each |
| Breakfast Burrito | 3.50 each |
| with Egg, Cured Ham, Cheese, Peppers, Onions and Mushrooms, Sour Cream and Salsa | |
| Egg White Burrito | 3.75 each |
| with Low Fat Cheese, Peppers, Onions and Mushrooms, low fat sour cream and Salsa | |
| Scrambled Eggs | 4.00 per person |
| 20 guest minimum | |

Continental Breakfasts include Coffee and Tea.

Prices are per person. A 22% taxable service charge and sales tax will be added.



BREAKFAST BUFFET

BRAVES BUFFET 26

- Fresh Squeezed Orange Juice
- Sliced Seasonal Fresh Fruits and Berries
- Fluffy Scrambled Eggs
- Choice of Shredded Hash Browns or Home Style Potatoes
- Choice of Crisp Apple Smoked Bacon, Breakfast Sausage Patty or Chicken Sausage Links
- Freshly Baked Breakfast Breads
- Regular, Low Fat and Garden Vegetable Cream Cheese, Butter and Jam

SOUTHERN COMFORT BUFFET 28

- Fresh Squeezed Orange Juice
- Sliced Seasonal Fresh Fruits and Berries
- Fluffy Scrambled Eggs
- Silver Dollar Pancakes or Cinnamon French Toast with Warm Maple Syrup
- Choice of Apple Smoked Bacon, Chicken Sausage Links or Pork Sausage Links
- Grits with Cheddar Cheese, Diced Bacon, Chives and Shrimp Toppings
- Warm Buttermilk Biscuits with Country Ham Gravy
- Freshly Baked Breakfast Breads

Breakfast Buffets include Coffee and Tea.

Buffets are based on two hours of service.

Buffets are not available for less than 10 guests.

For groups of 10 to 24 guests an additional service fee of \$100 will apply.

Prices are per person. A 22% taxable service charge and sales tax will be added.



BREAKFAST BUFFET STATIONS

EGGS AND OMELETS 8

Apple Smoked Bacon, Black Forest Ham, Chicken Sausage Links, Savannah Shrimp, Mushrooms, Bell Peppers, Scallions, Tomatoes, Salsa, Cheddar and Swiss Cheese

BELGIAN WAFFLES 8

Fresh Berries, Powdered Sugar, Whipped Cream, Warm Maple Syrup

150 guests maximum

SILVER DOLLAR PANCAKES 8

Blueberry, Strawberry, Banana and Buttermilk, Warm Maple Syrup, Whipped Butter

APPLE FILLED TEXAS TOAST 9

Fresh Berries, Pecan Butter, Whipped Cream, Warm Maple Syrup

150 guests maximum

STONE GROUND GRITS AND SHRIMP 5

Cheddar Cheese, Diced Bacon, Chives and Shrimp Toppings

BREAKFAST ENHANCEMENTS

| | |
|---|---------------------|
| Egg and Cheese Croissants | 36 per dozen |
| Ham, Egg and Cheese Croissants | 42 per dozen |
| Hard Boiled Eggs | 30 per dozen |
| Breakfast Quiche | 36 per pie |
| Egg White Breakfast Burritos | 45 per dozen |
| with Peppers, Onions, Mushrooms and Low Fat Cheese | |
| Low Fat Yogurt, Granola and Berry Parfait | 6 each |
| Diced Fruit Cups | 6 each |
| Regular and Low Fat Individual Yogurts | 3 each |
| Smoked Salmon and Bagels | 6 per person |
| Chopped Egg, Onions and Capers, Regular, Low Fat and Vegetable Cream Cheese | |
| Assorted Fresh Bagels | 40 per dozen |
| with Cream Cheese | |
| Muffins | 38 per dozen |
| Blueberry, Banana Nut and Cranberry | |
| Cinnamon and Fruit Filled Strudels | 40 per dozen |
| Assorted Individual Coffee Cakes | 40 per dozen |
| Breads | 38 per dozen |
| Banana, Lemon and Pumpkin | |
| Jumbo Croissants | 40 per dozen |

Prices are based on one hour of service.

Stations require a chef attendant at \$100 per 75 guests.

Stations are in addition to breakfast buffet.

Prices are per person. A 22% taxable service charge and sales tax will be added.



PLATED BREAKFAST

Downtown 20

- Fresh Squeezed Orange Juice
- Fluffy Scrambled Eggs with Cheese and Chives
- Shredded Hash Brown Potatoes with Onions
- Choice of Crisp Apple Smoked Bacon, Chicken Sausage Links or Ham

Midtown 22

- Fresh Squeezed Orange Juice
- Apple Cinnamon French Toast with Warm Peach and Pecan Compote
- Choice of Crisp Apple Smoked Bacon, Chicken Sausage Links or Ham

Uptown 22

- Fresh Squeezed Orange Juice
- Fluffy Scrambled Eggs
- Sliced Red Skin Breakfast Potatoes
- Seasonal Fruit
- Choice of Crisp Apple Smoked Bacon, Chicken Sausage Links or Ham

Fit City 23

- Low Calorie Cranberry Juice
- Yogurt Parfait with Fresh Berries and Granola
- Pecan Crusted Whole Grain French Toast with Peach Conserves
- Choice of Vegan Pattie or Chicken Sausage Links

All Plated Breakfasts include Breakfast Bakeries Basket, Coffee and Tea.

Prices are per person.
A 22% taxable service charge and sales tax will be added.



BREAKS

Wet Your Whistle 18

Freshly Brewed Regular and Decaffeinated Coffee, Herbal and Decaffeinated Teas, Assorted Soft Drinks, Bottled Waters - Refreshed twice, for up to 8 hours of service

Fit City Break 17

Baskets of Bananas and Pears, Yogurt and Granola Parfaits, Fruit and Nut Breads, Mini Bran Muffins, Granola Bars, Dried Berries Snacks, Individual Orange and Cranberry Juices, Bottled Waters

Country Farm 16

Whole Granny Smith Apples, Apple-Butterscotch Tarts, Granny Smith Apple Wedges with Caramel Sauce, Apple-Walnut Bread, Apple Cider, Bottled Waters

Good Morning Sunshine 7

Freshly Brewed Regular and Decaffeinated Coffee, Herbal and Decaffeinated Teas

Yawn Stopper 9

Freshly Brewed Regular and Decaffeinated Coffee, Herbal and Decaffeinated Teas, Assorted Soft Drinks, Bottled Waters

Southern Skies 17

Pecan Bars, Peanut Butter Cookies, Fried Apple Rings with Peanut Butter Dipping Sauce, Jars of Cashews, Pecans, Peanuts and Candied Walnuts, Iced Sweet and Peach Teas

Lemon Drop 16

Lemon Meringue Tarts, Lemon Bars, Lemon Sugar Cookies, Lemon Poppy Seed Bread, Lemonade, Mint Julep Tea, Assorted Soft Drinks, Bottled Waters

All Breaks include Coffee and Tea.

Breaks are based on one hour of service.

Prices are per person. A 22% taxable service charge and sales tax will be added.



BREAKS

Turner Field 18

Vegetable Crudités with Assorted Dips,
Flat Breads with Hummus and Olive Tapenade,
Fresh Apples and Bananas, Bottled Yogurt Smoothies,
Assorted Soft Drinks, Bottled Waters

The 755 Club 17

Assorted Popcorn, Jumbo Soft Pretzels with Mustard,
Cracker Jacks, Peanuts, Mini Hamburger Sliders,
Coney Island Mini Dogs with Sweet Relish, Jumbo Cookies,
Assorted Soft Drinks, Bottled Waters

A Lil Sugah – Sweet Treats 18

Assorted Gummies, Assorted Chocolates Drops, Caramel Chews
Pop Rocks and Candy Sours
Assorted Cake Pops and Brownies
Raspberry and Plain Lemonade, Bottled Waters

Chipper Tailgate 17

Homemade Potato Chips and Onion Dip, Warm Tortilla Chips and Salsa,
Mini Corn Dogs with Yellow Mustard, Sliced Fresh Seasonal Fruit with Honey
Yogurt Dipping Sauce, Vegetable Crudités and Ranch Dressing,
Assorted Soft Drinks, Bottled Waters

Cookies and Cream 18

Chocolate Chip, Snickerdoodle, White Chocolate, Oatmeal
And Peanut Butter cookies,
Assorted Ice Cream Cups
Chocolate, Strawberry, Whole and Soy Milk,
Root Beer, Cream Soda, Bottled Waters

All Breaks include Coffee and Tea.

Breaks are based on one hour of service.

Prices are per person. A 22% taxable service charge and sales tax will be added.



BREAKS

A' LA CARTE SELECTIONS

| | | | |
|---|---------------|--|--------------|
| Regular and Decaffeinated Coffee | 55 per gallon | Whole Fresh Fruit | 3 each |
| Herbal and Decaffeinated Teas | 49 per gallon | Assorted Granola Bars | 4 each |
| Iced Tea - Regular, Sweet or Peach | 39 per gallon | Mixed Nuts | 5 per person |
| Lemonade | 39 per gallon | Power Bars | 5 each |
| Individual Bottled Juices | 4 each | Warm Pita Chips with Hummus and Olive Tapenade | 4 per person |
| Soft Drinks | 3.50 each | Tortilla Chips with Salsa and Sour Cream | 4 per person |
| Still Bottled Waters | 3.50 each | Tortilla Chips with Salsa, Sour Cream and Guacamole | 5 per person |
| Sparkling Bottled Waters | 4 each | Individual Bags of Terra Potato and Vegetable Chips | 3 each |
| Bottled Iced Tea | 3.75 each | Individual Bags of Popcorn and Caramel Corn | 3 each |
| Assorted Vitamin Water | 4.75 each | Individual Bags of Dried Berries and Nuts Trail Mix | 3 per bag |
| Assorted Odwalla Organic Juices | 4.75 each | Hot Soft Pretzels with Yellow Mustard | 40 per dozen |
| Red Bull Energy Drink, Regular and Sugar-Free | 5 each | Freshly Baked Jumbo Cookies - Chocolate Chip, Peanut Butter, Sugar and Oatmeal | 40 per dozen |
| Whole, 2%, Skim, Soy & Chocolate Milk - 1/2 Pints | 3.25 each | Freshly Baked Mini Cookies | 30 per dozen |
| | | Brownies and Blondies | 40 per dozen |
| | | Lemon Bars or Pecan Bars | 40 per dozen |
| | | Miniature Desserts or Fruit Tarts | 40 per dozen |
| | | Chocolate Dipped Strawberries | 40 per dozen |
| | | Häagen-Dazs® Ice Cream Cups and Bars | 6 each |

A 22% taxable service charge and sales tax will be added.



PLATED LUNCH SALAD ENTRÉES

Salmon Salad 28

Herb Crusted Salmon, Romaine Lettuce and Napa Cabbage, Julienne Carrots, Snow Peas, Bean Sprouts, Green Onions, Crispy Noodles, Wasabi Vinaigrette Dressing

Capitol Chef Salad 27

Mixed Lettuces, Turkey, Roast Beef, Ham, Swiss Cheese, Cheddar Cheese, Sliced Egg, Cucumber, Tomato, Bean Sprouts and Crispy Croutons, Ranch and Vinaigrette Dressing

Chicken or Shrimp Caesar 27/28

Carved Grilled Chicken Breast over Hearts of Romaine, Roasted Red Peppers, Reggiano Parmigiano Cheese, Cheese Crouton, Caesar Dressing

Black and Blue Caesar 29

Sliced 8 oz. Blackened New York Strip Steak over Hearts of Romaine, Crumbled Blue Cheese, Diced Tomato, Crispy Croutons, Ranch and Vinaigrette Dressing

Plated Luncheon Salads include:

Rolls and Butter

Choice of Dessert

Coffee and Tea, Iced Sweet Tea

Desserts Miniatures

Cupcakes – Red Velvet, Vanilla & Chocolate

Key Lime Tart

Assorted Cake Pops

Chocolate Cake

Homemade Bread Pudding

Bourbon Pecan Pie

New York Style Cheesecake

Prices are per person. A 22% taxable service charge and sales tax will be added.



PLATED LUNCH ENTRÉES

Herb Roasted Chicken Breast 32
Peach and Cranberry Chutney, Candied Yams, Fresh Green Beans

Grilled New York Strip Steak, 8 oz. with Garlic Butter 35
Roasted Fingerling Potatoes, Grilled Tomato, Baby Carrots

Pan Seared Pork Medallions with Cider Sauce 30
Brown Sugar Glazed Roasted Potato, Fiji Apples, Butternut Squash, Broccolini

Pistachio Crusted Salmon Fillet with Chive Butter Sauce 32
Herb Seasoned Roma Tomato, Saffron Risotto, Green Asparagus

Tilapia or Catfish with Lemon-Caper Butter Sauce 32
Roasted Fingerling Potatoes, Sautéed Spinach

Plated Luncheon Entrée includes:

Rolls and Butter
Choice of Salad and Dessert
Coffee and Tea, Iced Sweet Tea

Salads

Caesar Salad with Garlic Crostini and Shaved Parmesan
Seasonal Mixed Greens, Enoki Mushrooms, Cucumbers and Tomatoes
Sliced Beefsteak Tomatoes, Red Onion and Buffalo Mozzarella with Balsamic Glaze

Desserts Miniatures

Cupcakes – Red Velvet, Vanilla & Chocolate
Key Lime Tart
Assorted Cake Pops
Chocolate Cake
Homemade Bread Pudding
Bourbon Pecan Pie
New York Style Cheesecake

Prices are per person. A 22% taxable service charge and sales tax will be added.



PLATED LUNCH – VEGETARIAN OPTIONS

Monday

Angel Hair Pasta with Roasted Italian Vegetables and Parmesan

Tuesday

Macaroni and Cheese Casserole with Caramelized Onions and Roasted Red Peppers

Wednesday

Portobello Mushroom Ragout with Sun-Dried Tomato Polenta

Thursday

Tortellini and Vegetable Kebobs with Italian Pesto Salsa

Friday

Baked Eggplant and Polenta Cakes with Rosemary and Feta seasoned Roasted Plum Tomatoes, Bell Peppers, and Kidney Beans

Saturday

Grilled Vegetable Brochette with Brown Rice Pilaf, Tomato-Caper Vinaigrette

Sunday

Vegetable and Ricotta filled Lasagna with Mozzarella and Parmesan

Lunch alternative options are priced the same as the primary lunch entree.



LUNCH BUFFETS

The Home Run Buffet 34

Soup du Jour

Seasonal Berries

Salad Bar of Mixed Greens, Julienne Chicken, Sliced Mushrooms, Pear Tomatoes, Sliced Boiled Eggs, Julienne Carrots, Olives, Sliced Onions, Savory Croutons, Shredded Cheddar Cheese, Grated Parmesan Cheese, Herbed Ranch and Vinaigrette Dressings

Sliced Smoked Turkey Breast, Sliced Roast Beef, Genoa Salami, and Pastrami

Cheddar, Swiss and Provolone Cheeses

Sliced Tomatoes, Bermuda Onions, Olives, Dill Pickles
Red Leaf and Shredded Iceberg Lettuces

Whole Wheat and Rye Breads, Onion and Kaiser Rolls

Spicy Mustard, Ketchup, Creamy Horseradish Sauce, Mayonnaise

Sugar Cookies, Fresh Berries with Vanilla Sauce

The Magnolia Buffet 35

Broccoli-Cheese Soup, Tomato Bisque or Homemade Chili

Sliced Melons
Sweet and Sour Cole Slaw
Southern Style Potato Salad

Buttermilk Battered Southern Fried Chicken
Barbeque Beef Baby Back Ribs
Shrimp and Grits or Fried Catfish

Macaroni and Cheese
Buttered Green Beans

Corn Bread and Buttermilk Biscuits

Peach Cobbler with Whipped Cream

Buffets are based on two hours maximum.

For Groups of 10 to 24 guests an additional service fee of \$100 will apply.

Buffets are not available for less than 10 guests.

All Buffets include Coffee and Tea, Iced Sweet Tea.
Prices are per person. A 22% taxable service charge and sales tax will be added



LUNCH BUFFETS

The Skinny Buffet 34

Wild Mushroom and Barley Soup

Spinach, Chayote and Cucumber Salad, Orange Vinaigrette
Romaine and Watercress Salad, Honey Dijon Vinaigrette
Tomato, Green Onion and Avocado Salad

Pan Seared Salmon with Lemon Sauce
Baked Chicken with Tarragon and White Wine Sauce

Brown Rice Pilaf
Green Beans with Diced Tomatoes

Caramel Custard
Fresh Tropical Fruits Medley, Yogurt Dressing

The Way South Buffet 35

Chicken Tortilla Soup

Fresh Mixed Greens Salad
Seafood Salad with Lime and Cilantro

Fajitas with Marinated Chicken and Spicy Skirt Steak
Sautéed with Green Peppers and Onions
Chicken and Cheese Enchiladas, Green Mole Sauce

Refried Beans, Spanish Rice, Roasted Potatoes, Mexican
Corn

Fresh Corn Tortilla Chips with Pico de Gallo, Sour Cream
Smoked Tomato Salsa, Guacamole, and Sliced Jalapenos

Coconut CheeseCake

Viva Italia 32

Minestrone Soup

Caesar Salad
Penne Pasta Salad with Spinach and Goat Cheese
Grilled Vegetable Salad with Pesto Vinaigrette

Linguini with Mini Italian Meatballs and Marinara
Tri Colored Cheese Tortellini with Shrimp and Pesto Sauce
Breast of Chicken Marsala

Fried Eggplant with Parmesan Cheese
Sautéed Zucchini and Onions

Flat Breads with Olive Tapenade
Warm Garlic Bread

Italian Rum Cake
Ricotta filled Cannoli's

Buffets are based on two hours maximum.

For Groups of 10 to 24 guests an additional service fee of \$100 will apply.

Buffets are not available for less than 10 guests.
A maximum 300 guests is recommended.

All Buffets include Coffee and Tea, Iced Sweet Tea.

Prices are per person.
A 22% taxable service charge and sales tax will be added



LUNCH BUFFETS - For groups of 10 - 25

The Skinny Choice

Soup

Cream of Spinach and Mushroom

Salads

Spinach and Romaine Salad with Honey Dijon Vinaigrette
Avocado, Red Onions, Tomatoes with Cumin Dressing
Apple and Cranberry Chicken Salad with Sweet Vinaigrette Dressing

Hot Entrees

Fresh Catch-of-the-Day
Whole Wheat Pasta with Julienne Chicken with Olive Oil,
Sun dried Tomatoes and Garlic
Grilled Vegetables

Dessert

Fresh Berries with Honey Yogurt

\$29.00 per person

All Buffets include Coffee and Tea, Iced Sweet Tea.

Prices are per person.

A 22% taxable service charge and sales tax will be added.

The Peach

Soup

Chicken Noodle Soup

Salads

Mixed Green Salad with Ranch Dressing
Southern Potato Salad
Mixed Fruit Salad

Hot Entrees

Meatloaf with Mushroom Sauce
Southern Fried Chicken with Country Gravy
Buttermilk Mashed Potatoes
Country-Style Green Beans

Dessert

Bread Pudding

\$25.00 per person



BATTER UP DELI BUFFET

For groups of 10 - 25

Soup

Soup du jour

Salads

Mixed Green Salad

Penne Pasta with Grilled Vegetables Salad

Fresh Spinach, Artichokes, Sun Dried Tomatoes with Parmesan Cheese

Deli Meats

Sliced Turkey, Ham, Swiss Cheese, Cheddar Cheese

Lettuce, Tomato and Pickle

Appropriate Condiments will be provided

Wheat Bread

Soft Rolls

Dessert

Whole fruit

Miniature Cupcakes

\$20.00 per person

All Buffets include Coffee and Tea, Iced Sweet Tea

Prices are per person.

A 22% taxable service charge and sales tax will be added.

HOTEL CAPITOL PARK ATLANTA

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BOX LUNCH SANDWICH SELECTIONS

Turkey Club

Sliced Turkey Breast, Havarti Cheese, Apple Smoked Bacon, Lettuce and Tomato on an Egg Roll

Italian Hoagie

Cotto Salami, Capiocola, Pepperoni, Mortadella, Provolone Cheese, Lettuce and Tomato, Vinaigrette Dressing on a Hoagie Roll

Thai Chicken Wrap

Marinated Chicken, Peppers, Chiles, Bean Sprouts, Lettuce and Tomato, Asian Dressing on a Whole Wheat Tortilla

Peppercorn Roast Beef

Shaved Pepper Seasoned Roast Beef, Boursin Cheese, Bermuda Onion, Lettuce and Tomato on French Baguette

Health Smart Grilled Vegetables

Grilled Portobello Mushroom, Zucchini, Balsamic Onions, Provolone, Lettuce and Tomato on Whole Grain Bread

25 Per Person

Box lunches include:

Choice of one selection from each:

Dilled Yogurt Potato Salad or
Apple, Carrot and Cabbage Slaw with
Pineapple Dressing or
Grilled Vegetable Penne Pasta Salad

Bag of Terra Chips or Pretzels

Apple, Banana or Pear

Chocolate Chip Cookie, Oatmeal Cookie
or Brownie

Soft Drink or Bottled Water

Mayonnaise, Mustard, Napkin and Utensils are included

Prices are per person.
A 22% taxable service charge and sales tax will be added.



COLD HORS D'OEUVRES

Per Piece 4.50

Grilled Herb and Vegetable Tart with Pesto Drizzle

Grilled Shrimp, Goat Cheese and Avocado on Garlic Crostini

Smoked Pacific Salmon with Lemon Crème Fraiche

Chilled Maine Lobster Claw with Horseradish Tarragon Sauce

Mini Taco with Chicken, Beef, Shrimp or Tuna Tartar

Sliced Beef Tenderloin with Truffle Mayonnaise on Crisp Ciabatta

Per Piece 4.00

Brie with Fresh Berry Compote

Tomato, Basil and Mozzarella with Balsamic Glaze on Crostini

Herb and Garlic Cream Cheese, Belgian Endive Spears and Micro Greens

Seafood Salad with Dill Mayonnaise on Artichoke Bottom

Smoked Salmon with Lemon Crème Fraiche on Crouton

Hors d'oeuvres are presented in a minimum of 25 pieces per selection.

Passed hors d'oeuvres require attendants at \$100 each.

Prices are per person.

All purchases including attendant fees are subject to a taxable 22% service charge and sales tax.



HOT HORS D'OEUVRES

Per Piece 4.00

Spinach and Cheese Stuffed Jumbo Mushrooms with Rosetta Sauce

Panko Breaded Shrimp with
Soy Dipping Sauce

Shrimp Spring Roll with Plum Sauce

Shrimp Tempura with Wasabi Ginger Sauce

Lump Crab Cake with Lime Dill Sauce

Seared Sea Scallops with Pesto Cream

Chicken Quesadilla with Salsa and
Sour Cream

Sesame Crusted Chicken Tenders with Sweet and Sour Sauce

Grilled Cajun Chicken Tenders with
Creole Sauce

Italian Sausage in Pastry with
Pomodoro Basil Sauce

Baby Back Rib with Blueberry BBQ Sauce

Pepper Crusted Steak Satay with
Brandy Sauce

Beef Wellington with Choron Sauce

Per Piece 4.50

Jumbo Lump Crab and Lobster Cake
with Nantua Sauce

Smoked Chicken, Shitake Mushroom and Truffle Oil Savory Tart

Grilled Lamb Chop with Mint Relish

Beef Tenderloin Medallion with
Béarnaise Sauce

Hors d'oeuvres are presented in a minimum of 25 pieces per selection.

Passed hors d'oeuvres require attendants at \$100 each.

Prices are per person.

All purchases including attendant fees are subject to
a taxable 22% service charge and sales tax.



HOT HORS D'OEUVRES

Per Piece 3.50

Fried Artichoke Heart with Marinara Sauce

Spicy Vegetable Samosa

Vegetable Spring Roll with Sweet and Sour Sauce

Petite Cranberry and Brie Roll

Low Country Shrimp Kebob with Creole Sauce

Salmon and Shrimp Cake with Remoulade Sauce

Fried Chicken Tenders with Honey Mustard Sauce

Spicy Barbecue Chicken Wings

Buffalo Chicken Tenders with Blue Cheese Dressing

Coney Island Hot Dog with Sweet Mustard Relish

Pulled Pork Biscuit with Smoked Hickory Barbecue Sauce

Italian Meatballs with Marinara Sauce and Parmesan Cheese

Hors d'oeuvres are presented in a minimum of 25 pieces per selection.

Passed hors d'oeuvres require attendants at \$100 each.

Prices are per person.

All purchases including attendant fees are subject to
A taxable 22% service charge and sales tax.



COLD PRESENTATIONS

Vegetable Crudités Cocktail 5

Fresh Vegetable Assortment with Blue Cheese, Herbed Ranch and Onion Dips
Served in Individual Cocktail Glasses

Antipasto Display 8

Grilled Sweet Peppers, Sun Dried Tomatoes, Portobello Mushrooms, Artichoke Hearts, Olives, Baby Buffalo Mozzarella Cheese, Capiocola, Prosciutto, Genoa Salami, Pepperoni, Ciabatta and Focaccia Breads

Imported and Domestic Cheeses 7

Imported and Domestic Cheese Display with Berries, French Bread and Crackers

Fresh Fruit and Berries 6

Assorted Fresh Fruits and Berries with Honey Yogurt Dipping Sauce

Chips and Dip 9

Warm Homemade Pita Chips and Tortilla Chips
Warm Spinach and Artichoke Dip, Crab and Spinach Dip,
Jalapeno and Cheddar Cheese Dip

Seafood Bar 24

Snow Crab Claws, Maine Lobster Claws and Tails,
Oysters on the Half Shell, Jumbo Shrimp, and Steamed Black Mussels
presented on Ice

Served with Horseradish, Lemon, Cocktail Sauce, Shallot Vinegar.

6 Pieces per Guest - 25 Guest Minimum.

Sushi Bar 19

Tuna, Shrimp, Salmon, Smoked Fish or Vegetable Rolls

Served with Fresh Ginger, Wasabi and Soy Sauce

4 Pieces Per Guest - 25 Guest minimum

Receptions are based on two hours maximum.

Prices are per person unless otherwise noted.
A 22% taxable service charge and sales tax will be added.



CARVING STATIONS

Pepper Crusted New York Strip Loin 350

Creamy Horseradish Sauce, Cajun Mustard, Mayonnaise, Petit Rolls
Serves 25 Guests

Roast Tenderloin of Beef 300

Béarnaise Sauce, Whole Grain Mustard, Petit Rolls
Serves 20 Guests

Beef Wellington 375

Pastry Wrapped with Mushroom Duxelle, Béarnaise Sauce and Madeira Sauce
Serves 25 Guests

Boneless Roast Turkey Breast 250

Peach Chutney, Cranberry Orange Relish, Mayonnaise, Sweet Potato Rolls
Serves 30 Guests

Honey Glazed Ham 300

Honey Mustard, Mayonnaise, Sweet Potato Rolls and Parker House Rolls
Serves 50 Guests

Pacific Salmon in Pastry 275

Stuffed with Spinach, Cream Cheese, Shrimp and Sun Dried Tomatoes, Dill Mayonnaise and Nantua Sauce
Serves 30 Guests

Brown Sugar Crusted Smoked Pork Loin 300

Pineapple Chutney, Whole Grain Dijon Mustard, Sweet Potato Rolls, Biscuits
Serves 40 Guests

Receptions are based on two hours maximum.

Stations are in addition to hors d'oeuvres selection.

Stations require an attendant at \$100 each.

We recommend 1 station attendant per 75 guests.

Stations are not available for less than 25 guests.

Prices are per station unless otherwise noted.

All purchases including attendant fees are subject to a taxable 22% service charge and sales tax.

CREATE YOUR OWN



TO ORDER

Pasta Station 14

Select two types of Pasta: Angel Hair, Fusilli, Spinach and Cheese Ravioli, Tri-colored Meat Tortellini

Alfredo, Bolognese, Pesto Cream sauces

Olives, Sun Dried Tomatoes, Green Onions, Parmesan Cheese, Cheese Baguettes

Fajita Station 15

Marinated Flank Steak and Chicken Strips, Shrimp, Sautéed Peppers and Onions, Spanish Rice

Warm Flour Tortillas, Diced Tomatoes, Shredded Lettuce, Shredded Cheddar Cheese, Salsa, Sour Cream and Guacamole

Shrimp and Cheese Grits Martini Bar 14

Creamy Stone Ground Georgia Grits with White and Yellow Cheddar Cheese served in individual Cocktail Glasses

Sautéed Shrimp, Peppers and Onions, Bacon, and Chive Toppings

Sweet Potato Biscuits

Mac'n Cheese 14

Three Chef Inspired Mac'n Cheese selections

Buffalo Mac'n Cheese

Wild Mushroom Mac'n Cheese

Lobster Mac'n Cheese

Mashed Potato Martini Bar 12

Yukon Gold and Georgia Sweet Potatoes served in Individual Cocktail Glasses, Bacon Bits, Green Onions, Cheddar Cheese, Blue Cheese, Marshmallow, Sweet Butter, Sour Cream

Slider Station 16

Black Angus Burger, Bread and Butter Pickle and Cheddar Cheese Savannah Shrimp Cake, Shredded Lettuce and Chow Chow Portobello Burger, Wilted Spinach, Balsamic Onions and Provolone Barbecued Chicken, Dill Pickle and Cole Slaw

Cajun Seasoned Match Stick Potato Fries

Pastry Wrapped Baked Brie 250

Baked with Apricot Preserves and Toasted Almonds

Serves 50 to 60 Guests

Receptions are based on two hours maximum.

Stations are available in addition to hors d'oeuvres selection.

Stations require an attendant at \$100 each.

We recommend 1 station attendant per 75 guests.

Stations are not available for less than 25 guests.

Prices are per person unless otherwise noted.

All purchases including attendant fees are subject to a taxable 22% service charge and sales tax.



RECEPTION - FINAL TOUCHES

Miniature Sweets 12

Assorted Miniature French Pastries, Petits Fours, Napoleons, Cannoli's, Assorted Cake Pops and Miniature Cupcakes, Fruit Tarts, CheeseCakes, Chocolate Covered Nut Clusters

Georgia Treats 12

Peach Cobbler, Bread Pudding with Bourbon Sauce, Red Velvet Cake, Strawberry Shortcake, Pecan Bars, Key Lime Tarts

Chocolate Fountain 12

Choice of Milk, Dark or White Chocolate Fondue
Cantaloupe, Honeydew, Pineapple and Strawberries
Marshmallows, Pretzel Rods and Pound Cake Cubes

100 Guest Minimum

Receptions are based on two hours maximum.

Final Touches stations include Coffee and Tea.

Stations are not available for less than 50 guests.

We recommend 1 station attendant per 75 guests.

Prices are per person unless otherwise noted.

All purchases including attendant fees are subject to a taxable 22% service charge and sales tax.



RECEPTIONS FROM AROUND THE WORLD

75 per person

Asia

Asian Stir-Fry Station with Beef, Seafood and Vegetables
Vegetable Lo Mein or Pork Fried Rice or Vegetable Fried Rice
Chicken Pot Stickers with Wasabi Dipping Sauce
Sushi and Sashimi
Ginger, Teriyaki, Soy and Sweet and Sour Sauce

France

Selected French Cheese with Fresh Berries
French Bread and Crackers
Miniature French Pastries

Italy

Antipasto
Tri-Colored Cheese filled Tortellini with Pesto Sauce
Penne Pasta and Italian Meatballs with Marinara Sauce
Parmesan and Garlic Seasoned Bread

Latin America

Chicken Fajita Station with Warm Flan Tortillas
Red Peppers, Red Onions, Salsa and Sour Cream
Fresh Tortilla Chips with Pico de Gallo
Beef and Vegetable filled Tamales with Green Chili Salsa

Caribbean

Macadamia Crusted Mahi-Mahi with Lime Cilantro Sauce
Polynesian style Spare Ribs with Hawaiian Teriyaki Sauce
Curried Shrimp and Chicken Skewers
Pineapple Fruit Salad

Atlantic Coast

Seafood Raw Bar of Chilled Crab Claws, Crab Legs
Oysters on the Half Shell, Green Mussels and Shrimp
Miniature Atlantic Coast Crab and Shrimp Cakes, Lime Tartar Sauce

Mid-West America

Carved 1855 Angus Beef Strip Loin with Horseradish Cream
Memphis Style Ribs
Parker House Rolls

Please select four regions.
Not available for less than 75 guests.
Based on a maximum of four hours of service.

Prices are per person. A 22% taxable service charge and sales tax will be added.



PLATED DINNER ENTRÉES

Seared Alaskan Wild Salmon 42

Seared Marinated Salmon with Chardonnay Dill Sauce
Mediterranean Orzo
French Green Beans and Julienne Carrots

Herb Roasted Chicken 38

Herb Roasted Airline Breast with Apricot Glaze
Scalloped Potatoes
Green Asparagus and Baby Carrots

Grilled Filet Mignon 48

Grilled Tenderloin Filet on Mushroom Polenta Cake with Cognac Sauce
Roasted Fingerling Potatoes
Grilled Asparagus

Roasted Pork Tenderloin 38

Fennel Rubbed Pork Tenderloin with Sage Demi-Glace
Potato Pancakes
Grilled Seasonal Vegetables

Seared Sea Bass 45

Seared Sea Bass Fillet with Watercress Sauce
Polenta Cake
Sautéed Snow Peas

Southern Fried Chicken 38

Southern Fried Chicken with Sun-Dried Tomatoes, Marsala Wine Sauce
Roasted Garlic Mashed Potatoes
Sautéed Spinach and Julienne Carrots

Entrees include your selection of Salad and Dessert, Dinner Rolls,
Coffee and Tea.
Appetizers are an additional charge.

Prices are per person unless otherwise noted.
A 22% taxable service charge and sales tax will be added.



PLATED DINNER ENTRÉES

Create Your Own Dual Entrée 52

- Sliced Three Pepper Crusted Roast Sirloin with Merlot Sauce
- Seared Herb Seasoned Chicken Breast with Tarragon Sauce
- Mushroom Stuffed Baked Chicken Breast with White Truffle Sauce
- Grilled Sea Scallops with Pesto Cream Sauce
- Grilled Sea Bass with Regency Sauce 2 additional per person
- Grilled Jumbo Shrimp with Lemon Butter 2 additional per person
- Sliced Beef Tenderloin with Truffle Madeira Sauce 3 additional per person

Select two entrees served together on the same plate.

Entrees include our Chef's Vegetable Selection, your choice of Salad and Dessert, Dinner Rolls, Coffee and Tea.

Appetizers are an additional charge.

Prices are per person unless otherwise noted. A 22% taxable service charge and sales tax will be added.

PLATED DINNER SALADS



APPETIZERS AND DESSERTS

Salads — select one

Baby Spinach, Red and Yellow Pear Tomatoes, Julienne Roasted Red Peppers, Toasted Almonds, Crumbled Blue Cheese, Ranch Dressing

Red and Yellow Beefsteak Tomatoes, Buffalo Mozzarella, Julienne Basil Leaves and Red Onion, Balsamic Glaze

Caesar Salad with Garlic Crostini and Shaved Parmesan

Appetizers — select one

Lobster Bisque 5

Onion Soup with Applejack and Three Cheese Crouton 5

Tomato and Basil Soup 5

Chilled Savannah Shrimp with Horseradish Cocktail Sauce 8

Crab Cake with Lemon Caper Butter Sauce 8

Spinach and Ricotta filled Cannelloni with Rosetta Sauce 6

Desserts — select one

White Chocolate Mousse with Raspberries, Chocolate Coated Gaufrette

Key Lime Cheesecake with Mango Sauce

Tiramisu with Espresso Sauce

Four Layer Chocolate Torte with Chocolate Praline Cream and Caramelized Pecans

White Chocolate Velvet Bombe with Raspberries

Passion Fruit Mousse with an Almond Biscuit

Homemade Peach or Vanilla Ice Cream with Pecan Shortbread

Assorted Gourmet Cupcakes

Entrees include your selection of Salad and Dessert, Dinner Rolls, Coffee and Tea. Appetizers are an additional charge.

Prices are per person unless otherwise noted.
A 22% taxable service charge and sales tax will be added

PLATED DINNER VEGETARIAN



OPTIONS

Monday

Baked Eggplant and Polenta Cakes with Rosemary and Feta seasoned Roasted Plum Tomatoes, Bell Peppers, and Kidney Beans

Tuesday

Grilled Vegetable Brochette with Brown Rice Pilaf, Tomato-Caper Vinaigrette

Wednesday

Vegetable and Ricotta filled Lasagna with Mozzarella and Parmesan

Thursday

Angel Hair Pasta with Roasted Italian Vegetables and Parmesan

Friday

Macaroni and Cheese Casserole with Caramelized Onions and Roasted Red Peppers

Saturday

Portobello Mushroom Ragout with Sun-Dried Tomato Polenta

Sunday

Tortellini and Vegetable Kebobs with Italian Pesto Salsa

Dinner alternative options are priced the same as the primary entree.
A 22% taxable service charge and sales tax will be added.

DINNER BUFFETS



The Rhett & Scarlett Buffet 54

Red Onion, Cucumber and Tomato Salad
Southern Style Potato Salad

Local Greens with Tomatoes, Cucumber, Chickpeas,
Crumbled Goat Cheese, Peach Vinaigrette
and Ranch Dressings

Southern Fried Chicken
Sautéed Georgia Shrimp with Plain or Cheddar Grits
Hickory Smoked Pork Loin with Blackberry Barbecue Sauce

Mashed Potatoes with Pan Gravy
Sweet Potato Casserole with Brown Sugar and Pecans
Turnip, Collard and Kale Greens with Smoked Turkey

Corn Bread and Sweet Potato Biscuits with Peach Butter

Peach Cobbler with Whipped Cream
Bourbon-Pecan Pie
Old Fashioned Coconut Cake

Buffet Enhancements

Buffet enhancements require an attendant
each

Baked Madeira Glazed Country Ham Station 4 per person
Served with Fig Relish and Pear Chutney

Roast Sirloin Station 5 per person
Served with Horseradish and Pan Gravy

Ice Cream Station 3 per person
Vanilla, Chocolate or Butter Pecan Ice Cream
Sautéed Peaches
Brownies and Angle Food Cakes
Chocolate Fudge Topping
Whipped Cream
Maraschino Cherries

Beverage Enhancements

Peach Bellini 7 each

Peach Bellini Non-Alcoholic Punch 44 per gallon

Buffets are based on two hours maximum.
For Groups of 10 to 24 guests an additional service fee of \$100 will apply.

Not available for less than 10 guests.
A maximum 300 guests is recommended.

All Buffets include Coffee and Tea, Iced Sweet Tea.

Prices are per person unless otherwise noted.
A 22% taxable service charge and sales tax will be added.



DINNER BUFFETS

The Fulton Dinner Buffet 56

Hearts of Palm with Chives Salad
Tomato Zucchini Salad

Garden Greens with Tomatoes, Red Onions, Feta Cheese,
Pecan Vinaigrette and Ranch Dressings

Seared Breast of Chicken with White Marsala Sauce
Peppercorn Crusted Roast Sirloin with Pinot Noir Sauce
Baked Salmon with Lemon Dill Sauce
Penne with Sun-Dried Tomatoes, Leeks, and Roasted Peppers
in Basil Cream

Rosemary Roasted Red Skin Potatoes
Steamed Seasonal Vegetables with Lemon Butter

Assorted Artisan Breads with Butter

Apple Cobbler with Whipped Cream
Key Lime Cheese Cake
White Chocolate Mousse
Fresh Fruits and Berries

N'awlins Buffet 54

Chicken and Okra Gumbo

Shrimp and Crab Louis
Mardi Gras Salad with Cranberries and Pecans,
Pecan Vinaigrette and Ranch Dressings

Blackened Rib-Eye Steak with Mushrooms
Cajun seasoned Grilled Chicken with Creole Mustard Sauce
Crawfish Étouffée

White Rice
Red Beans
Green Beans with Julienne Celery Root

Assorted Artisan Breads with Butter

White Chocolate Bread Pudding with Rum Sauce
Deep Dish Pecan Pie
Praline Parfait

Buffets are based on two hours maximum.

For Groups of 10 to 24 guests an additional service fee of \$100 will apply.

Not available for less than 10 guests.
A maximum 300 guests is recommended.

All Buffets include Coffee and Tea, Iced Sweet Tea or Iced Peach Tea.

Prices are per person unless otherwise noted.
A 22% taxable service charge and sales tax will be added.

House Selection Open Bar



House Brand Selection Open Bar

House Brands

\$15 for first hour, \$8 for each additional hour

Vodkas, Gin, Rum, Scotch, Bourbon, Whisky, Tequila, Peach Schnapps, Amaretto and Kamora

House Wine

Chardonnay, Cabernet Sauvignon and White Zinfandel

Domestic Beer Selections

(Please select Two)

Budweiser, Budweiser Light, Miller Light

Non Alcoholic Beverage

Assorted Sodas and Juices

Call Brand Selection Open Bar

Call Brands

\$17 for first hour, \$9 for each additional hour

Smirnoff Vodka, Beefeaters Gin, Bacardi Rum, Jose Cuervo Gold Tequila, Jim Beam Bourbon, Seagram's VO Whiskey, Cutty Sark Scotch, Malibu Rum, Peach Schnapps, Amaretto and Kamora

House Wine

Chardonnay, Cabernet Sauvignon, Merlot, Pinot Grigio and White Zinfandel

Domestic Beer Selections

(Please select Two)

Budweiser, Budweiser Light, Miller Light

Premium Beer Selections

(Please select Two)

Amstel Light, Corona, Heineken, Samuel Adams

Non Alcoholic Beverage

O'Doul's, Assorted Sodas and Juices

Premium Brand Selection Open Bar

Premium Brands

\$19 for first hour, \$10 or additional hour

Absolut Vodka, Tanqueray Gin, Captain Morgan Spice Rum, Jose Cuervo 1800 Tequila, Jack Daniel's Bourbon, Crown Royal Whiskey, Dewar's Scotch, Kahlo, Amaretto Di Saronna, Peach Schnapps and Malibu Rum

House Wine

Chardonnay, Cabernet Sauvignon, Merlot, Pinot Grigio and White Zinfandel

Domestic Beer Selections

(Please select Two)

Budweiser, Budweiser Light, Miller Light

Premium Beers Selections

(Please select Two)

Amstel Light, Corona, Heineken, Samuel Adams

Non Alcoholic Beverage

O'Doul's, Assorted Sodas and Juices

Upgrades to your Open Bar Package

- Add Three Olives Flavored Vodkas to any Call Brand or Premium Brand Bar for an additional \$3.00 per person.
- Butler'd Wine Service Throughout your Cocktail Hour for an additional \$2.00 per person.

Additional Hours may be purchased the evening of the event. Please note the Guest head count will be taken from the original guarantee. Multiple shot drinks and/or shots will not be prepared in a Open Bar setting.

Bartender Fees - 1 Bartender per 75 Guests

A \$100 fee will be charged for each bartender for a period of up to 3 hours. Each additional hour will be \$30 per Bartender

Prices are per person unless otherwise noted.

A 22% taxable service charge and sales tax will be added.

An additional 3% city liquor tax will be charged on cocktails.

BEVERAGES

HOTEL CAPITOL PARK ATLANTA

450 Capitol Ave | Atlanta, GA 30312

404.591.2000 | www.hotelcapitolpark.com

HOTELCAPITOLPARK.COM



Cash Bars per drink

| | |
|-------------------------------|---|
| House Brand Cocktails | 7 |
| Call Brand Cocktails | 8 |
| Premium Shelf Brand Cocktails | 9 |
| House Wines | 8 |
| Domestic Beers | 5 |
| Premium Beers | 6 |
| Soft Drinks | 3 |
| Bottled Waters | 3 |

Host Bars per drink

All Host Brand Bars are Subject to 22% Service Charge and State and Local Taxes.

| | |
|-------------------------------|---------------|
| House Brand Cocktails | 7 |
| Call Brand Cocktails | 8 |
| Premium Shelf Brand Cocktails | 9 |
| House Wines | 8 |
| Domestic Beers | 5 |
| Premium Beers | 6 |
| Soft Drinks | 3 |
| Bottled Waters | 3 |
| Champagne Punch | 58 per gallon |
| Non-alcoholic Punch | 39 per gallon |

Additional Cocktail pricing available

Bartender and Cashier fees

There is a \$350 revenue minimum for each cash bar. Any shortage to that minimum will be added to the Master Account.

All Bars require 1 Bartender per 100 guests.

A \$100 Bartender fee will be charged for each Bartender for a period of up to three hours. Each additional hour will be charged \$30 per hour.

Bartender fees will be waived once a \$500 revenue minimum per bartender is achieved.

All Cash Bars require 1 Cashier per 100 guests.

A \$100 Cashier fee will be charged for each Bartender for a period of up to three hours. Each additional hour will be charged \$30 per hour.

Cashier fees are non-refundable.

Cash bar drink prices include an 8% sales tax and an additional 3% city liquor tax on cocktails and cordials.

Alcoholic Beverage Policy

Alcoholic beverages may be sold to and consumed by persons 21 years of age and older. Proper identification issued by a government agency containing a description of the person, the person's photograph and the person's date of birth is required to purchase alcoholic beverages.

Prices are per person unless otherwise noted.
Prices include an 8% sales tax and an additional 3% city liquor tax on cocktails.



INFORMATION

Alcoholic Beverages

Alcoholic beverages may not be brought into the Hotel for use in function rooms. The sale and service of alcoholic beverages are regulated by the Georgia State Liquor Commission. As a licensee, the Holiday Inn Atlanta Capitol Conference Center is responsible for these regulations. Any beverages not purchased from the Hotel will be subject to a corkage charge.

Food Services

The Hotel is responsible for the quality and freshness of the food served to its guests. Due to local health regulations, food may not be taken off the premises after it has been prepared and served to its guests. Additionally, no food may be brought into the Hotel.

Service Charges and Taxes

A 22% taxable service charge and applicable taxes will be added to all Food and Beverage prices, all Room Rental charges, and all Tech Rentals Audio Visuals charges.

Guarantees

A final guarantee of the number of attendees anticipated will be required 72 hours by 12:00 noon prior to all meal functions or the contracted number will be used. This number will be your guarantee and is not subject to reduction after this 72 hour deadline. We will be prepared to serve 5% over the guarantee number. You will be charged for the guaranteed number of attendees or the exact number served, whichever is greater.

A service charge of \$100.00 will be applied to buffet functions if attendance is 24 persons or less.

Function Rooms

Function rooms are assigned by the number of people attending and the room setup required. Room rental charges plus a 22% service charge are based on your agenda as outlined in your Contract. Should the size of your group or your requirements change, additional room rental charges may apply.

The Hotel reserves the right to change room locations should your attendance change or as deemed necessary by the Hotel.

The function time noted on the event order is the time that the room will be reserved for your use. Late check-out charges may apply if you do not vacate the room at the time specified.

Prices

Prices quoted do not include a 22% service charge or Georgia State, Fulton County, and City of Atlanta Sales Taxes. Georgia State law requires sales tax charged on service charges.

Prices are subject to change without notice. Guaranteed prices will not be given more than 90 days in advance of any function. Additional labor fees may be incurred if you do not meet minimum covers for certain menu items.

Payment

Terms of payment will be established in your Contract. Advance deposits and payment in full may be required.

Parking

The Hotel offers Self-Parking. Please contact your Convention Services Manager for details and rates.



Cancellations

Cancellations must be made within a reasonable amount of time as outlined in your Contract. A service charge will be applied if a cancellation is made after the cut-off period. If a group finds it necessary to cancel a function, expenses incurred by the Hotel in preparation for the function become the responsibility of the client.

Signage

All signage to be placed in the Hotel must be professionally printed and its placement to be pre-approved with your Convention Services Manager. Flip chart signs are not allowed in any public area. If your group desires to hang or adhere posters, banners, or other material in any function room your Convention Services Manager will assist you.

Banners and Display items

Banners or display items may not be attached to any stationary wall, floor, or ceiling with nails, staples or tape unless approved by your Convention Services Manager. Any damages that occur by using these items will be charged to the client's account. Notification to hang banners must be received 24 hours prior to the event. A fee for hanging banners will be applied based on the banner size.

Technical Services

Tech Rentals, LLC is the Hotel's preferred provider for audio visual equipment. In the event an outside vendor or provider is used, a fee may be applied to your master account. Please discuss your audio visual needs with your Convention Services Manager.

Electrical

Electrical needs will be assessed and charged based on your on your electrical needs. Please discuss these with your Convention Services Manager in advance.

Vendor move in / Move out

Exhibit companies, florists, decorators, and entertainers must schedule their move-in and move-out times with the event's Convention Services Manager. All move-in and move-out must occur through our Side Loading areas.

Florists and decorators are responsible for removing all of their items promptly at the conclusion of the event. The Hotel cannot be responsible for items left behind. Vendors are responsible for removing their own trash.

Shipping and Receiving

Packages for meetings may be delivered to the Hotel two working days prior to the meeting date with notification and approval from your Convention Services Manager. Packages which arrive more than two days prior to an event cannot be accepted due to storage limitations. Package handling fees will be applied for the handling, storage and shipping of boxes, crates and pallets. The client is responsible for these appropriate charges.

The following information should be on all packages:

Hotel Address

Group Name

Date of Function

Name of Intended Recipient (not the Hotel sales and catering contact or Convention Services Manager)

Additional security

The Hotel cannot assume liability for damage or loss of personal property or equipment left in any function room. If you require additional security, your Convention Services Manager can assist with these arrangements. All security personnel to be utilized during your event are subject to Hotel approval.

Property damage

Client is responsible for any damages done to the property by the client's guests, attendees, employees, independent contractors or other agents under the client's control.