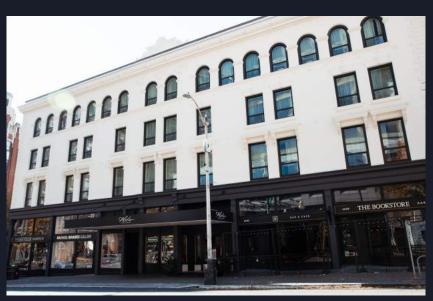
# The ROYAL SONESTA THE ALEXIS SEATTLE









Savor moments, indulge flavors, exquisite experiences, our Catering!

# HISTORY OF THE ROYAL SONESTA

The Alexis Royal Sonesta Hotel in Seattle traces its roots back to the early 20th century when it was originally constructed as the Globe Hotel in 1901. Over the years, the hotel underwent several reno-vations and changes in ownership, eventually rebranding as the Alexis Hotel in 1983.

In 2021, the hotel became part of the Royal Sonesta collection, adopting the name Alexis Royal Sonesta Hotel. Renowned for its luxurious accommodations and commitment to artistic and cultural experiences, the hotel continues to be a landmark in Seattle, offering guests an unforgettable blend of history, elegance, and modern amenities.

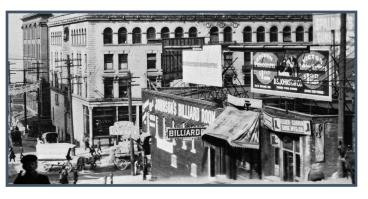
Located across the street from where the Great Fire ended (1889), it once served as the Alaska Gold Standard Mining offices and the treasurer's office for the Alaska-Yukon-Pacific Exposition during the Klondike Gold Rush.

Listed on the National Register of Historic Places ('83), the circa-1901 building that houses The Alexis Royal Sonesta Hotel in Seattle looks like it was pulled straight from the pages of a storybook. The Globe Building, Beebe Building and the Hotel Cecil are a trio of historic office/hotel buildings in Downtown Seattle. The buildings occupy the entire west side of the 1000 block of 1st Avenue between Madison & Spring streets and between Pike Place Market and the Pioneer Square district, just a couple of blocks from the Waterfront.













# THE ALEXIS ROYAL SONESTA HOTEL

The Alexis Royal Sonesta Hotel looks like it was pulled straight from the pages of a storybook. Located across the street from where the Great Fire ended, it once served as the Alaska Gold Standard Mining offices and the treasurer's office for the Alaska-Yukon-Pacific Exposition during the Klondike Gold Rush.



## **HOTEL HIGHLIGHTS**

- Situated downtown, in Seattle's historic West Edge neighborhood
- Steps from iconic attractions including Seattle Waterfront, Pike Place Market and Pioneer Square
- 88 guest rooms and 33 suites seamlessly combine a moody, Pacific Northwest-inspired color palette with timelessly luxe design flourishes
- Bookstore Bar & Cafe serving up craft cocktails, wine, beer and rare whiskeys
- On-site Chroma Salon by AVEDA
- Award-winning fitness facility featuring two levels, a climbing wall, Peloton bike, cutting-edge strength and cardio equipment
- Complimentary morning coffee and tea service from 5 a.m. to 7 a.m., daily in lobby
- PAWS (Pets Are Welcome at Sonesta), Sonesta is proud to invite your canine companions and provide special amenities

# MEETING AND BUSINESS SERVICES

- Select from our 6 event spaces, which offer over 4,000 square feet of artistic function and event space
- Distinctive Foyer, pre-function space, guests gather surrounded by art and elegance prior to your exclusive event
- Largest meeting and event space features 1,716 square feet
- Cocktail receptions for up to 180 guests
- Dinner for up to 120 guests

## **AREA INFORMATION**

At The Alexis Royal Sonesta Hotel, we can't help but be inspired by the city we call home. The spirit of Seattle can be felt throughout our hotel.

- Seattle Waterfront 2 blocks (3-minute walk)
- Pioneer Square4 blocks (5-minute walk)
- Space Needle 1.4 miles (10-minute ride)
- Seattle Art Museum
  2 blocks (3-minute walk)
- Lumen Field & T-Mobile Park .07-1 mile (15-20 minute walk)
- Chihuly Glass Museum 1.4 miles (10-minute ride)
- Pike Place Market 4 blocks (8-minute walk)
- Olympic Sculpture Park 1.3 miles (5-minute ride)
- MoPOP 1.6 miles (11-minute ride)



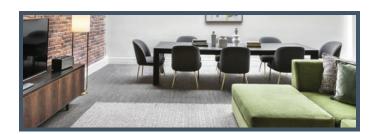
# MEETING ROOM DESCRIPTIONS













#### THE GRAND PARLOR

The Grand Parlor, with floor-to-ceiling windows and beautiful brick façade, can host up to 180 guests. The perfect place to host your next holiday party, all-day meeting or wedding reception!

#### THE DRAWING ROOM

Flexible and inviting, The Drawing Room can accommodate up to 40 guests.

#### THE PARLOR ROOM

Flexible and inviting, the Parlor Room can accommodate up to 60 guests.

#### **GALLERY ROOM**

This space features a working wood-burning fireplace, floor-to-ceiling windows and balcony. The Gallery Room can accommodate up to 50 guests. It's like working from home!

#### **AUTHOR'S CORNER**

The Author's Corner is reminiscent of a 1940's supper club, featuring dramatic lighting. Toast with friends and family or clients and colleagues among handsomely bound books. The Author's Corner can accommodate up to 120 guests.

#### **SUITE OPTIONS**

We boast a number of unique suites that feature fireplaces with exposed brick walls and multipurpose areas for breakout or reception seating for up to 20 guests.

#### THE FOYER

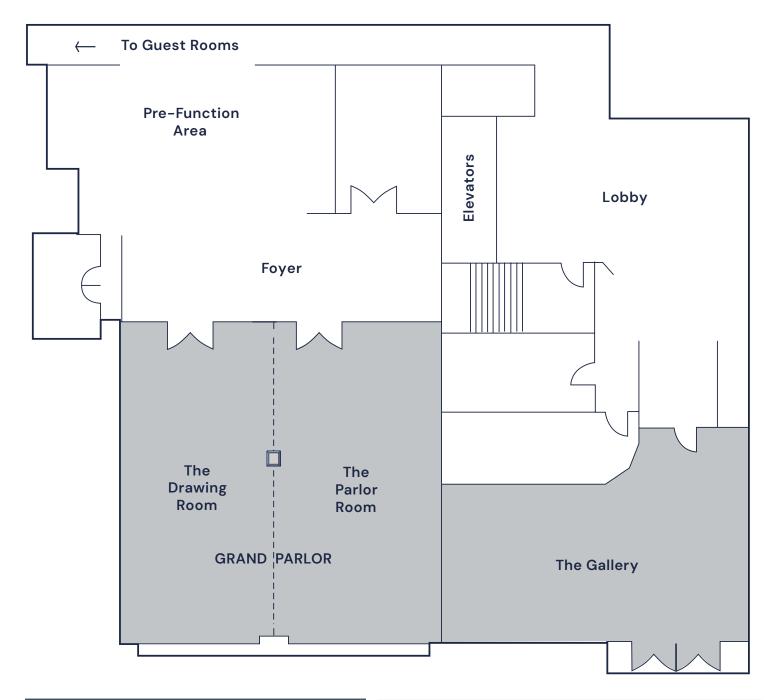
The grand domed entrance to our beautiful Grand Parlor Room is perfect for registration or pre-function space for up to 50 guests.

# MEETING ROOM CAPACITY CHART

Name of Room	Dimensions	Ceiling Height	Square Footage	Banquet	Theater	Reception	Classroom	U-Shape	Conference
EVENT ROOMS									
The Grand Parlor	37′ x 37′	14′	1405	120	150	180	70	38	35
Parlor Room	19' x 37'	14′	720	40	60	55	30	30	34
Drawing Room	18' x 37'	14′	645	60	60	55	30	30	34
The Gallery Room	20' x 30'	14′	620	32	50	50	24	22	24
The Study	17' x 16'	12′	272	_	_	_	_	_	8
Author's Corner	44' x 39'	28′	1716	90	_	130	_	_	_
Grand Alexis Suite	25' x 25'	12′	625/1200	_	_	20	_	_	10
Grand Arlington Suite	25' x 25'	12′	625/1200	_	_	20	_	_	10
RESTAURANT EVENT BUYOU	тѕ								
The Bookstore Bar & Café	36′ x 43′	_	1548	80	_	80	_	_	_
Café Dining Room	18' x 43'	_	774	30	_	44	_	_	_



# MEETING ROOM PLAN







# BREAKFAST

## **BUFFETS**

#### **Classic Continental**

Seasonal Whole Fruit

Croissants and Seasonal Fruit Danishes with jams & butter

Assorted Individual Greek Yogurt

Freshly Squeezed Orange Juice

Freshly Brewed Coffee, Decafe, and Assorted Hot Teas

\$36.00 per person (minimum of 10)

#### **Executive Continental**

Hard Boiled Eggs

Seasonal Yogurt Parfaits

Fresh Seasonal Sliced Fruits & Berries

Assorted Breakfast Breads, Muffins, and Fruit Danishes with jams & butter

Orange Juice and Grapefruit Juice

Freshly Brewed Coffee, Decafe, and Assorted Hot Teas

\$40.00 per person (minimum of 10)

#### **Breakfast Burritos & Sandwiches**

Fresh Seasonal Sliced Fruits & Berries

Greek Yogurt & Granola

Burritos: Eggs, Chorizo, Potatoes, Salsa,

and Queso

Sandwiches: Egg, Cheese, Ham or Bacon,

on English Muffin

Freshly Squeezed Orange Juice

Freshly Brewed Coffee, Decafe, and Assorted Hot Teas

\$45.00 per person (minimum of 15)

#### **Traditional American**

Fresh Seasonal Sliced Fruits and Mixed Berries

Assorted Breakfast Breads, Muffins, and Fruit Danishes with jams & butter

Herb-Roasted Red Potatoes

Scrambled Eggs

Applewood Smoked Bacon

Chicken Apple Sauage

Orange, Cranberry, and Grapefruit Juice

Freshly Brewed Coffee, Decafe, and Assorted Hot Teas

\$50.00 per person (minimum of 15)

## **ENHANCEMENTS**

ENHANCEMENTS	
Steel Cut Oatmeal Toasted Seeds, Dried Fruit, Nuts, Brown Sugar, Low Fat & Non-Fat Milk, and Soy Milk	\$8.00
House Made Frittata Chef's Selection of Vegetable & Cheese French Toast or Buttermilk Pancakes \$10 Warmed Maple Syrup and Whipped Butter	\$8.00
Breakfast Meat	.\$10.00
Breakfast Croissant Scrambled Egg, Cheese, and Ham	.\$12.00
Avocado Toast Display Per person (minimum of 15) Freshly Smashed Avocado, Cherry Tomato, Pickled & Raw Onion, Diced Hard-Boiled Egg, Toasted Broche, and Corn Tostada	.\$14.00
	410.00

Salmon Lox Display.....\$18.00

Cured Salmon, Assorted Bagels, Cream Cheese,

Hard-Boiled Egg, Tomato, Red Onion, and Capers

Per person (minimum of 15)

# **PACKAGES**

## **BUFFETS**

#### **Royal Health**

Fresh Seasonal Sliced Fruit & Berries

Local Vegetable Crudité & Dips

Assorted Cliff Bar

Mixed Nuts

Freshly Brewed Coffee, Decafe, and Hot Tea

\$20.00 per person (minimum of 10)

#### **Royal Sweetness**

Triple Chocolate Brownies

Assorted Freshly Baked Cookies

Chocolate Espresso Beans

Seasonal Fruit Bars

Freshly Brewed Coffee, Decafe, and Hot Tea

\$22.00 per person (minimum of 10)

#### **Royal Toasts**

Avocado Toast: Avocado Puree, Soft Boiled Egg,

Watercress, Multigrain

Tomato Toast: Ricotta, Tomato, Basil,

Cracked Black Pepper

Hummus Toast- Chickpea Hummus, Oil,

Cured Tomatoes, Arugula

Lemonade & Iced Tea

\$25.00 per person (minimum of 10)

#### **Royal Tropics**

Berry Acai Cups

Housemade Lemon Bars

Fresh Seasonal Tropical Fruit

Coconut Macaroons

**Tropical Fruit Juices** 

\$25.00 per person (minimum of 10)

#### **Royal Ball Game**

Mini Pretzel Bites with Mustard

Nacho Chips & Cheese Dip

Fresh Popcorn

Assorted Soft & Sparking Beverages

\$25.00 per person (minimum of 10)

# A'LA CARTE SNACKS

Seasonal Fruit Skewers \$8.00each
Fruit Smoothie Shooters \$8.00each
Morning Baked Pastries \$58.00per dozen
House Baked Cookies \$48.00per dozen
House Baked Brownies \$48.00per dozen
Assorted High Protein Bars \$6.00each
Assorted Kind Fruit & Nut Bars \$5.00each
Chips, Salsa, & Guacamole \$10.00per servings
Kettle Chips \$6.00each

# **A'LA CARTE BEVERAGES**

All Day	Coffee &	<b>Tea Service</b>
---------	----------	--------------------

\$18.00.....per person

(8 hours)

#### Half-Day Coffee & Tea Service

\$12.00.....per person

(4 hours)

#### Freshly Brewed Service

\$98.00.....per gallon

Coffee, Decafe, and Hot Water

#### **Assorted Soft Drinks**

\$6.00....each

**Bottled Still & Sparking Water** 

\$7.00....each

Red Bull Energy Drink

\$8.00....each

Iced Tea, Lemonade, Fruit Juices

\$25.00.....per carafe

Sparkling Cider

\$25.00.....per bottle

# LUNCH

## **PLATED**

Includes rustic bread & butter. Freshly brewed coffee, decafe, & hot tea.

Price point is based on the higher priced entrée selection.

# Salads select one option

#### **Poached Pear Salad**

Red wine poached pears, spring mix, blue cheese mousse, mustard seed vinaigrette, pistachios

#### **Roasted Cauliflower Salad**

Local mixed greens, Cauliflower florets, roasted red peppers, pickled red onion, roasted almonds, red wine vinaigrette

#### **Beet Salad**

Roasted baby beets, goat cheese mousse, banyuls vinaigrette, frisse

#### **Wedge Salad**

Blue Cheese dressing, bacon, cherry tomato, baby iceberg

#### **Caesar Salad**

House made croutons and dressing, baby romaine





## Soups add for \$6 more

#### **Seasonal Soup**

Talk to chef!

#### **Northwest Clam Chowder**

Bacon, dill, potato, chive, manilla clams

## Desserts select one

**Carrot Cake** 

Seasonal Cheesecake

**Chocolate Tart** 

**Strawberry Shortcake** 

## 

Salmon.....\$58.00 Char siu marinade, bok choy, snap peas,

pea puree

Scallops \$65.00

Onion, jalapeno, jamon serrano, spinach, chive oil

Strip Steak \$60.00

Chimichurri, shoestring fries

Flat Iron \$60.00

Radish Salad, pommes puree

# Vegetarian Entrée select one

#### Pasta Fresca

Seasonal vegetables & dressings

#### Pesto Alfredo Ravioli

House made pasta, pesto and ricotta filling, alfredo sauce

#### Gnocchi

Hand made, seasonally dressed





# LUNCH

## **BUFFETS**

#### Build-Your-Own Deli (Cold)

Spring Greens, Radicchio, Red Onions, Chickpeas, Parmesan Reggiano, House Vinaigrette

Potato Salad

Deli Meats: Roasted Turkey, Smoked Ham,

Roasted Beef, Grilled Portobello

Artisan Cheese: Beecher's Cheddar, Smoked Swiss, Monterey Jack

Condiments: Lettuce, Sliced Tomato, Red Onion, Pickles, Mayonnaise, Pesto Aioli, Stoned Ground

and Dijon Mustard

**Assorted Locally Bread** 

Kettle Chips

Chef's Choice Mini Desserts

Freshly Brewed Coffee, Decafe, and Hot Teas

\$50.00 per person (minimum of 10)

#### **Afternoon Delight (Cold)**

#### **Choice of Two Salads:**

Garden Salad, Carrot, Cucumber, Cherry Tomato,

Crouton, House Ranch

Italian Chop Salad, Romaine, Pickled Red Onions, Pepperoncini, Cucumber, Carrot, Tomato, Parmesan Cheese, and Herb Vinaigrette

Caesar Salad, Romaine, Shaved Parmesan,

House-Made Croutons, Traditional Caesar Dressing

Roasted Vegetable Pasta Salad, Seasonal Roasted Vegetables, Cherry Tomato, Green Onion, Olives, Lemon Caper Vinaigrette

#### **Choice of Three Sandwiches**

Turkey Club, Bacon, Avocado, Butter Lettuce, Roasted Tomato, Pesto Aioli on Sourdough Bread

Italian Chicken, Chicken Breast, Prosciutto, Radicchio, Lemon Garlic Aioli on Focaccia Roll

Steak Baguette, Five Spice Rubbed Steak, Sliced Cucumber, Grilled Onion, Romaine, Garlic Mint Yogurt on Ciabatta Roll

Portobello Pesto, Balsamic Grilled Portobello Mushroom, Arugula, Sundried Tomato, Pesto Aioli on Wheat Bread

Kettle Chips

House-Made Brownies & Cookies

Freshly Brewed Coffee, Decafe, and Hot Teas

\$54.00 per person (minimum of 15)

#### The Alexis Buffett (Hot)

Starters, choice of two

Butter Lettuce, Chervil, Pickled Mustard Seeds,

Smoked Shallot Vinaigrette

Caesar Salad, Romaine, Shaved Parmesan, Crotons

House Salad, Mixed Greens, Carrot, Cucumber,

Radish, House Vinaigrette

Tomato Basil Bisque

Wild Mushroom Bisque

#### Sides, choice of two

Fingerling Potato

Garlic Whipped Potato

Rice Pilaf

Broccolini

Green Beans

Roasted Harissa Carrots

#### Entrée, choice of two (add 3rd for \$10)

Shirk Steak, Chimichurri

Tenderloin, Bordelaise

Chicken Marsala

Chicken Picatta

Grilled Salmon, Dill Beurre Blanc

Pork Tenderloin

Mushroom Rigatoni

Quinoa Stuffed Bell Peppers

#### Dessert, choice of one

Assorted Mini Desserts

Cheese Cake

Chocolate Cake

Cookie Board

Rustic Bread & Butter

Freshly Brewed Coffee, Decafe, and Hot Teas

\$62.00 per person (minimum of 15)

# **BOXED LUNCH**

Whole Fruit, Pasta Salad, Cookie, Bottled Water

#### **Choice of One Sandwich:**

Chicken Caesar Wrap

Turkey Club

Portobello Pesto

\$45.00 per person (minimum of 10)

# RECEPTION

3 dozen minimum, priced per dozen

	B	E	Ε	F
--	---	---	---	---

Beef Wellington	\$60.00
Italian Meatballs	\$60.00
Beef Carpaccio	\$63.00
Empanadas	\$66.00
Wagyu Toast	.\$72.00
Braised Short Ribs	\$78.00
Beef Skewer Chimichurri	\$78.00

# **CHICKEN**

Taquitos	\$60.00
Empanadas	\$66.00
Mini Chicken Pot Pie	\$66.00
Smoked Chicken Salad	\$66.00
Chicken Skin Crisp	\$66.00
Smoked Chicken Skewer	\$78.00
Tandoori Chicken Skewer	\$78.00

# SEAFOOD

Oyster Shooter	\$72.00
Shrimp Cocktail	\$72.00
Salmon Cucumber Cups	\$72.00
Cod Fritters	\$78.00
Crème Fraiche Caviar	\$84.00
Mini Crab Cakes	\$84.00
Wasabi Seared Tuna Crisps	\$84.00
Bacon Wrapped Scallops	\$62.00

Ceviche Spoons \$72.00

# PORK

Pork Belly Deviled Eggs	\$66.00
Bacon Wrapped Blue Cheese Dates.	\$66.00
Pork Rillons	\$72.00
Pork Rillettes	\$72.00
Cubano Skewers	\$78.00

# **VEGETABLE**

\$60.00
<b>\$60.00</b>
\$60.00
\$60.00
\$60.00
\$66.00
\$66.00
\$72.00

# **LAMB**

Lamb Sausage- stuffed mushrooms	.\$72.00
Lamb Sausage- stuffed mushrooms	.\$72.00
Lamb Meatball	.\$78.00
Lamb in a Blanket	.\$78.00



# RECEPTION

## **STATIONS**

#### Fresh Fruit Platter \$225.00 per 25 servings

Seasonal Fresh Fruits and Mixed Berries

#### Vegetable Platter \$375.00 per 25 servings

Pickled & Raw Vegetables with Ranch and Blue Cheese Dips. Mediterranean Styled Roasted Seasonal Vegetables, Roasted Garlic Hummus, Falafel & Dolma, Roasted Garlic Hummus, Baba Ghanoui, Grilled Breads and Pita.

# Royal Charcuterie & Cheese Board \$450.00 per 25 servings

Assorted Smoked Meat, Prosciutto, and Salamis; Imported & Local Cheeses, Roasted Red Peppers, Dried Fruit & Nuts, Pickles, Marinated Olives, Grilled Breads, and Gourmet Crackers.

#### **Asian Station**

#### \$72.00 per dozen (minimum of 3 dozen)

Choice of Three: Pot Stickers, Pork Gyoza, Pork Shumai, Spicy Tuna Hand Roll, or Fresh Shrimp Roll. Green Papaya Salad

#### **Slider Station**

#### \$72.00 per dozen (minimum of 2 dozen)

Choice of One: BBQ Brisket, Pulled Pork, Fried Chicken, or Oyster Po'boy. Garlic Fries and Ketchup

#### Italian Station \$22.00 per person (minimum of 25)

Choice of Two: Penne alla Vodka, Bucatini (seasonal preparation), Wild Mushroom Risotto, or Three Cheese Tortellini. Seasonal Vegetarian Bruschetta

# DINNER

## **PLATED**

Includes rustic bread & butter. Freshly brewed coffee, decafe, & hot tea.

Price point is based on the higher priced entrée selection.

# Salads select one option

#### **Butter Lettuce Salad**

Shallot vinaigrette, pickled mustard seed

#### **Roasted Mushroom Tartine**

Black garlic, ricotta cheese, baguette

#### Graans

Mixed lettuces, tarragon vin, herbs, hazelnuts, goat cheese

#### **Roasted Beets**

Emulsion of yogurt and feta, frisee, radish

## Soups add for \$8.00 more

#### **Seasonal Soup**

Talk to chef!

#### **Northwest Clam Chowder**

Bacon, dill, potato, chive, manilla clams

# Vegetarian Entrée select one

#### Gnocchi

Hand made, seasonally dressed

#### **Risotto**

Seasonal presentation

# Entrée select two options

#### Airline Chicken Breast \$76.00

Pomme puree, roasted baby carrots, onion jus

#### Chicken Confit \$76.00

Farro, root vegetable succotash, plum conserve

#### Grilled Pork Chop......\$79.00

Apple gastrique, potato latke, bourbon maple emulsion, asparagus

#### Halibut Cheeks \$83.00

Marinated in chimichurri, grilled, served with citronette dressing, lemon cous cous

#### Chilean Sea Bass \$83.00

Fennel and radish salad, fennel gribiche

#### Filet Mignon \$85.00

8 oz cut, cauliflower puree, sauteed radish, neuski's bacon lardons

#### Ribeye Steak \$88.00

Boneless 12 oz cut, carrot puree, soy glazed mushrooms

DESSERTS
Select one

Molten Lava Cake
Deep dish Key Lime Pie

Seasonal Cheesecake Seasonal Crème Brulee

**Lemon Tart** 

# DINNER

## THE ROYAL BUFFET

Includes rustic bread & butter.
Freshly brewed coffee, decafe, & hot tea.
\$95.00\* per person (minimum of 20)

### Starters choice of three

Tomato Artichoke Bisque Pacific Northwest Clam Chowder Wild Mushroom Bisque

#### **House Salad**

Mixed Greens, Carrot, Cucumber, Radish, Balsamic Vinaigrette

#### **Caesar Salad**

Romaine, Shaved Parmesan, Croutons, Caesar Dressing

#### **Spring Greens**

Radish, Avocado, Orange and Grapefruit segments, honey-dijon dressing

#### **Butternut Squash & Wheatberry Salad**

Lacinato Kale, Wheatberry, Butternut Squash, Toasted Walnuts, Dried Cranberries, Pecorino Cheese, Apple Cider Vinaigrette

# Side Dishes choice of two

#### **Roasted Seasonal Squash**

Seasonal Dressed, talk to chef!

#### Mixed Cauliflower & Brussels

Roasted, tossed in red wine vinaigrette & herb oil, topped with fresh chives & toasted nuts

#### Broccolini

Butter steamed with garlic and shallot

#### **Green Beans**

Dressed in a lemon butter glaze

#### **Mashed Potato & Gravy**

Creamy potatoes and savory onion gravy

#### Mac & Cheese

3 cheese blend: Beechers, provolone, & gouda

#### **Fingerling Potato**

Oven roasted, finished with herb compound butter

#### **Rice Pilaf**

Seasonal fixings, talk to chef!

# Entrée choice of two (add 3rd for \$15)

#### Chicken Marsala

Classic dish, with marsala wine and cremini mushrooms

#### **Chicken Picatta**

Lemon, capers, butter emulsion

#### **Glazed Ham**

Honey glazed, stone ground mustard gravy

#### **Pork Tenderloin**

Green harissa, pork jus

#### **Grilled Pork Chops**

Whiskey apple compote

#### **Braised Brisket**

House made BBQ

#### **Hanger Steak**

Chimichurri, lemon and herbs

#### Cod

Miso marinated, served with dashi

#### Mushroom Rigatoni

House made mushroom cream sauce

#### **Quinoa Stuffed Bell Peppers**

Zucchini, eggplant, tomato, garlic, mozzarella cheese

#### Salmon +\$8.00

Seared, finished with dill and lemon

#### Shrimp Scampi +\$8.00

Garlic, parsley, lemon, Aleppo

#### Beef Tenderloin +\$8.00

Garlic demi

#### Prime Rib +\$10.00

Herbs de Provence, & horseradish cream

#### **Rack of Lamb +\$10.00**

Herb crusted, red wine reduction

# BAR

\$125 Bartender fee per 60-person event.

## **DELUXE BAR**

#### \$13.00 Hosted | \$15.00 Non-Hosted

SVEDKA Vodka, New Amsterdam Gin, Cruzan Rum, Corazon Tequila, Evan Williams Black Bourbon, Rittenhouse Rye, Dewar's 12 Year Scotch, Jack Daniel's Whiskey

#### Wine by BULLETIN PLACE by Bottle \$45.00 by Glass \$12.00 Hosted | \$14.00 Non-Hosted

#### **Selections**

Cabernet Sauvignon, Merlot, Chardonnay, Sauvignon Blanc Wycliff Sparkling Brut

# **LUXURY BAR**

#### \$15.00 Hosted | \$16.00 Non-Hosted

Grey Goose Vodka, Nolet's Gin, Cana Brava Rum, Casamigos Blanco Tequila, High West Bourbon, WhistlePig PiggyBack Rye 6 Year, Glenfiddich 14 Year Scotch, Crown Royal Whiskey

#### Premium Wine by Bottle \$65.00 by Glass \$14.00 Hosted | \$16.00 Non-Hosted

#### Selections

Parducci Small Lot Cabernet Sauvignon or Pinot Noir, Louis Latour Chardonnay, Spy Valley Satellite Sauvignon Blanc, J. Vineyards California Cuvee

Additional Wine List Available from Bookstore Bar & Café

## PREMIUM BAR

#### \$14.00 Hosted | \$16.00 Non-Hosted

Tito's Vodka, Sipsmith Gin, Bacardi Superior Rum, Patron Tequila, Bulleit Bourbon, Knob Creek Rye, Glenlivet 12 Year Scotch, Jameson Irish Whiskey

#### Wine by WILLIAM HILL ESTATE by Bottle \$55.00 by Glass \$13.00 Hosted | \$15.00 Non-Hosted

#### **Selections**

Cabernet Sauvignon, Merlot, Chardonnay, Sauvignon Blanc La Marca Prosecco

## **BEER**

#### \$8.00 Hosted | \$10.00 Non-Hosted

Corona Extra, Heineken, Coors Light, Fat Tire Ale, Angry Orchid Cider, Backwoods IPA, Dark Star Stout, TRULY, White Claw, High Noon, seasonal beers

## NON-ALCOHOLIC

Assorted Soft Drinks.....\$6.00 each

Evian Still & Sparking
Bottled Waters......\$7.00 each



# HOTEL POLICY

## **TERMS & CONDITIONS**

# **Service Charge, Administrative Fee, and Taxes**

The combined taxable service charge and administrative fees, currently 15.6% and 10.4%, respectively, will be applied to all food, beverage, audio visual and room rental, aon the banquet event order, plus 10.35% state and local taxes. The service charge is a gratuity and will be fully distributed to servers, and where applicable, bussers and/or bartenders assigned to the Event. The administrative fee is not a gratuity and it is the property of Hotel to cover discretionary and administrative costs of the Event.

#### **Food and Beverage Policies**

Due to licensing requirements and quality control issues, all food and beverage served on our property must be supplied, served and prepared by us. No alcohol service shall be provided to guests who are not of legal drinking age. In the event the Hotel does grant written permission for food or beverage to be brought onto the premises, the Hotel does so with the express understanding that it makes no warranty, guarantee or representation whatsoever concerning such food and/or beverage. The Hotel does require a copy of the outside vendor's most current food handler or insurance agreement. The Group hereby agrees to indemnify and hold the Hotel harmless from any injury arising out of or in connection with any food and beverage brought to the event whether with or without the consent of the Hotel. Notwithstanding the foregoing, under no circumstances whatsoever shall Group be permitted to bring alcoholic beverages of any kind onto Hotel/ Restaurant premises.

#### **Menu Selection**

Menus and details for your event should be finalized at least three (3) weeks prior to your event date. To expand the variety our professional catering and culinary staff will be happy to tailor a menu to your specific taste and needs. Prices are based on one (1) selection per banquet meal. Multiple choice menus are subject to an additional charge. Menu items and pricing is subject to change.

# Guaranteed Attendance and Menu Selections

Though this number will not affect the Minimum Anticipated Food and Beverage Revenue figure noted above, the final attendance for your event must be received in writing by the catering/conference services office NO LATER THAN 12:00 PM, three (3) working days before the date of the event. This will be the number for whom the Hotel will prepare food for the event. The Hotel cannot be responsible for service, accommodations or guaranteeing the same menu items for more than three percent (3%) over your guaranteed number of people. If a guarantee is not given to the Hotel by the specified time and date, the original estimated attendance would be considered the final guarantee. Your final menu selections must be made no later than fourteen (14) days prior to your arrival.

#### **Service Times**

Buffets (breakfast, lunch, reception and dinner) are served for one and a half hours. Plated meal services is based on a maximum two (2) hour serve time. Breaks are based upon thirty (30) minutes serve time. Due to health regulations and quality concerns, items from the buffet cannot be served during mid-morning, afternoon or evening breaks. An extension of actual service times is subject to additional labor fees.

#### **Additional Charges**

Chefs, Carvers, Station Attendants: \$120.00 per attendant up to two hours. \$50 per hour per person for additional hours. One attendant per hundred (60) guests.

Butler Passing: \$50.00 per waiter per hour. One waiter for every (60) guests.

Bartenders: \$120.00 per bartender up to 4 hours. One bartender per hundred (60) guests. \$50 per hour per bartender for each additional hour.

Room Re-Sets: If a room set-up is changed within twenty four (24) hours of the event, there will be a minimum additional fee of \$250.00 for the re-set. Fee is subject to increase depending on the room size and complexity of the changes.

# HOTEL POLICY

## CONTINUED

#### Valet Parking

Valet parking is currently \$50 for overnight guests and \$20 for day events; plus current 24.85% tax. Please note parking rates are subject to change without notice. Please inform Sales office if you expect to host your guests' parking or if they will pay on their own. Limited parking spots available but we will do our best to accommodate all cars for each event.

#### **Lost and Found**

The Hotel is not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms. All displays and/or decorations proposed by Group will be subject to the prior written approval of Hotel in each instance. Any personal property of Group or Group's guests or invitees brought onto Hotel premises and left thereon, either prior to or following the event, will be at sole risk of the Group and Hotel will not be liable for any loss of or damage to this property for any reason.

Lost & found items are, after stored for up to 30 days, after which items will be discarded.

#### **Room Assignment and Seating**

Function rooms are assigned by the hotel according to the anticipated guests count and set up requirements. The hotel reserves the right to make room changes to a more suitable room should the initial requirements change. The Hotel will set tables and chairs 3% over the guarantee based upon space availability.

#### **Packages and Deliveries**

All packages must include the Group name and event date on the outside of the package. Depending on the size of the delivery, a labor and/ or handling fee may apply. Please advise Sales Office as to the type and time of all deliveries scheduled for your event.

#### Decore, Signage, and Linen

Decore theme is allowed at the Hotel. However, we do not allow objects to be affixed to our walls or ceilings with nails, screws, or tape. Glitter, confetti, open candles, and smoke machines are not permitted.

All signs must be professional printed and their size, content, method of attachment, placement and posting mush be pre-approved in advanced. Smaller objects, such as place cards, table decore, party favors, etc. may be dropped off to the hotel in advance. Our event staff is more than happy to assist & place items day of event.

White, black, and cream linens and napkins are available through the hotel at no extra charge. Specialty linens and napkins are available through outside sources.

#### **Audio Visual**

A complete line of audiovisual services and equipment is available at the Hotel through Pinnacle Live. Price lists for these services and advance estimates for audio-visual equipment requirements will be provided upon request. Sales Tax and a service charge will be applied.

#### **Payment**

Payment shall be made in advance of the function, in accordance of your sales agreement, unless credit has been established with the hotel. In such case, the complete account is due and payable no later than 30 days from the date of the function. Please refer to your sales contract for additional details.

#### **Photography Policy**

We encourage you to take photos within our unique spaces and look forward to seeing all the beautiful images from your photographer! We ask that no photography umbrellas are used in public spaces and that the guest experience is not disrupted while in our public space. Please contact Sales Office to discuss any group photos you wish to take in the public space.