



HORS D'OEUVRES

****Must order in quantities of 25 pieces. All pricing is per piece****

COLD HOR D'OEUVRES

Shrimp and Avocado Ceviche

\$5.00

Smoked Salmon on Crostini

with Goat Cheese Herb Sauce

\$4.00

Garlic Croustade

with Tomato Basil and Fresh Mozzarella Black Olives and Caper

Relish

\$3.00

Spicy Grilled Shrimp

with Cilantro on Garlic Croustade

\$5.00

Sliced Beef Tenderloin on Crostini

\$5.00

HOT POULTRY HOR D'OEUVRES

Brochette of Chicken

with Smoked Gouda

\$4.00

Chicken Tenders

with Honey Mustard

\$3.00

Chicken Quesadillas

with Smoked Gouda

\$4.00

Southwest Egg Rolls

\$4.00

Sesame Chicken Skewers

with Peanut Teriyaki Glaze

\$4.00

HOT VEGETARIAN AND SEAFOOD HOR D'OEUVRES

Goat Cheese Stuffed Mushroom Cap

\$4.00

Crab Cakes

with Mango Sweet Relish

\$6.00

Bacon Wrapped Scallops

\$6.00

Coconut Fried Shrimp

\$5.00

Grilled Shrimp Skewers

\$5.00

Spanakopita

\$3.00

Vegetable Spring Rolls

with Sweet Chili Sauce

\$4.00

HOT BEEF AND PORK HOR D'OEUVRES

Swedish Meatballs

in Sour Cream Demi Glaze

\$4.00

Brochette of Beef

with Red Wine Reduction

\$5.00

Beef Wellington

with Mushroom Duxelle

\$5.00

Bacon Wrapped Petit Filet Bites

\$6.00

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.

STATIONS

PASTA STATION

\$24.00 Per Person

Cheese Tortellini and Penne Pasta

Accompanied by Roasted Chicken

Choose from:

Tomato Basil Marinara

Alfredo or

Garlic Butter Sauce

Add Shrimp for an Additional \$6.00 per person

Served with Garlic Bread

TACO TRUCK

\$22.00 Per Person

Traditional Mexican Tacos:

Barbacoa (shredded beef),

Chipotle Shredded Chicken

Served w/ Corn Tortillas

Queso Fresco

Cilantro

Onion and Salsa

FRENCH FRY STATION

\$15.00 Per Person

Sweet Potato French Fries

Golden French Fries

Toppings include:

Cheese, Bacon,

Cinnamon & Sugar

Served with Ranch Dressing

MAC-A-TINI STATION

\$20.00 Per Person

Served in Martini Glasses:

Elbow Macaroni Tossed in Melted and Smoked Gouda

Toppings Include:

Chopped Bacon

Shredded Pepper Jack

Diced Chicken

Sauteed Mushrooms

Chopped Green Onions and Jalapenos

CARVING STATIONS

DoubleTree Prime Rib

Whole Herb Encrusted Slow Cooked Angus Prime Rib of Beef

Served with Cognac Au Jus and Zesty Peppercorn Horseradish

Mayonnaise and Mustard

Assortment of Carving Rolls

Wild Mushrooms Saute with Sweet Bell Peppers

(Serves 50)

\$550.00

Rosemary Dijon Pork Loin

(serves 25)

\$225.00

Herb & Dijon Encrusted Turkey Breast

(serves 25)

\$175.00

Honey Glazed Smoked Ham

(serves 50)

\$190.00

Tenderloin of Beef

(serves 15)

\$300.00

Action Station Pricing is for Groups over 25.

Mandatory Attendant Fee Applies to all Interactive Stations \$100.00++

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.



DOUBLETREE
BY HYATT

4099 Valley View Lane Dallas Texas United States | 1-972-385-9000

DISPLAY

INTERNATIONAL AND DOMESTIC CHEESES

\$8.00 Per Person

Selection of Artisan Hand-Crafted Cheeses, Fresh Baguettes and Crostini
Served with Dried Fruits and Fresh Berries

VEGETABLE CRUDITÉ

\$6.00 Per Person

Broccoli, Cauliflower, Carrots, Celery and Sugar Snap Peas
Served with Chef's Selection of Homemade Dressings and Artisan Breads

ANTIPASTO AND GRILLED VEGETABLES

\$12.00 Per Person

Selection of Mortadella, Soppressetta and Genoa Salami
Manchego, Mozzarella and Wisconsin Sharp Cheddar Cheeses, Assorted
Olives, Marinated and Grilled Artichokes, Asparagus, Squash and Zucchini

SEASONAL FRUIT AND BERRY

\$6.00 Per Person

Chef's Selection of Seasonal Fruits, Sliced Melons, and Berries served with
Honey-Yogurt Dipping Sauce

DESSERT BAR – CHOOSE THREE:

\$10.00 Per Person

****Minimum of (40) People****

Tiramisu
White and Dark Chocolate Layer Cake
Petit Fours
Pecan Bars
Macarons
Mini Eclairs
New York Cheesecake Bites
Cake Pops

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.

BUFFET

SAPPHIRE WEDDING DINNER BUFFET

\$55.00 Per Guest

Displays (Choice of One)

Domestic Cheese Display Served with Gourmet Crackers and
Sliced Baguette

Fresh Vegetable Crudités with Pesto Ranch and French Onion Dip

Dual Entree

Pan-seared Alaskan Salmon with Chardonnay Dill Cream and Jack
Daniels Peppercorn Glazed Breast of Chicken with Wild

Mushrooms Mélange

Action Station

(Substitute One Entrée for):

Herb Encrusted Sirloin of Beef, with Cognac Au Jus and
Appropriate Condiments

Served with

Garlic Encrusted New Potatoes

Medley of Carrots, Yellow Squash

and Steamed Green Beans

Warm Rolls with Butter

Sapphire Buffet Accompanied by

Fruit Garnished Punch in Fountain

Freshly Brewed Community Regular and Decaffeinated Coffee and
Iced Tea

Butler Passed Champagne Toast

(One Glass Per Attendee)

DIAMOND DINNER BUFFET

\$60.00 Per Guest

Butler Passed Champagne Toast

(One Glass per Attendee)

Diamond Buffet Accompanied by

Fruit Garnished Punch in Fountain

Freshly Brewed Community Regular and Decaffeinated Coffee and
Iced Tea

Served with

Roasted Garlic Rosemary Potatoes

Medley of Fresh Vegetables to Include Sautéed Green Beans and
Julienne of Red Bell Pepper

Warm Rolls with Butter

Entrees (Choice of Two):

Pan-seared Chicken Medallions Crowned with Baby Spinach and
Mozzarella Cheese with a Light Saffron Sauce

Blackened Norwegian Salmon with a Cajun Cream Sauce

Prime Ribs with a Merlot Mushroom Sauce

Creole Spiced Herb Roasted Pork Loin with Peppercorn Glaze

Salad

Baby Field Greens with Sun-dried Cranberries, Honey Roasted
Pecans

and Sweet Mandarin Oranges

Served with a Raspberry Ranch or Honey Balsamic Vinaigrette

Miniature Penne Pasta Salad with Smoked Virginia Ham

Tossed in a Fresh Basil Vinaigrette

Displays

Imported and Domestic Cheese Display served with Gourmet
Crackers and Sliced French Baguette

Fresh Vegetable Crudités with Pesto Ranch and French Onion Dip

Display of Sliced Fresh Fruit with Seasonal Berries Served with
Flavored Yogurt

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.



OUBLETREE
EST. 1978

4099 Valley View Lane Dallas Texas United States | 1-972-385-9000

PLATED

Three Course Plated Dinner

CHOICE OF ONE APPETIZER

Risotto and Chorizo Stuffed Mushrooms on a Bed of Baby Spinach and Drizzled with a Light Saffron Sauce

Maryland Crab Cake with Tequila Corn Relish and Fresh Cilantro cream Sauce

or Fruit and Cheese Display

CHICKEN POBLANO

\$40.00 Per Guest

Tortilla Encrusted Breast of Chicken

w/ a Poblano Cream Sauce

Served with Roasted Garlic Mashed Potatoes

PAN-SEARED TILAPIA

\$40.00 Per Guest

Pan-seared Tilapia

w/ Sauteed Shrimp Cilantro Saffron Sauce

Served with a Jasmine Rice Pilaf

PAN-SEARED JERK ENCRUSTED NORWEGIAN SALMON

\$45.00 Per Guest

Pan-seared Jerk Encrusted Norwegian Salmon

With Trio Tomato Relish Drizzled

w/ a Rosemary Cream Sauce

Served with Roasted Garlic Mashed Potatoes

CHOICE OF ONE SALAD

Southwest Caesar Salad with Red and Yellow Tomatoes
Served with Garlic Croutons and Fresh Parmesan Cheese

Mixed Green Salad with Sun-Dried Cranberries and Roasted Almonds
Served with Raspberry Champagne Vinaigrette

Baby Spinach Salad with Mandarin Oranges, Honey Roasted Pecans and Feta Cheese.

Served with Peppercorn Balsamic Vinaigrette Dressing

GRILLED CHICKEN SAFFRON

\$40.00 Per Guest

Grilled Breast of Chicken Topped

w/ Spinach and Mozzarella

in a Light Saffron Sauce

PARMESAN HERBS ENCRUSTED CHICKEN

\$42.00 Per Guest

Parmesan Herbs Encrusted Breast of Chicken with a Tomato Beurre Blanc

Served with Southwest Linguini

FILET MIGNON

\$60.00 Per Guest

With a Wild Mushrooms in Roasted Peppercorn Cognac Sauce

Each Dinner Includes Chef's Selection of Seasonal Vegetables,

Warm Rolls with Butter and Freshly Brewed Regular and Decaffeinated Coffee and Iced Tea

Butler Passed Champagne Toast

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.



OUBLETREE
BY HILTEC

4099 Valley View Lane Dallas Texas United States | 1-972-385-9000

BRUNCH

WEDDING BRUNCH

\$55.00 Per Guest

Juice Station to include Orange, Cranberry and a Specialty Juice of your choice

Tropical or Berry mixes

Assorted Muffins, Danish and Breakfast Breads

Fresh Seasonal Fruit

Hickory Smoked Bacon & Sausage

Home Made Breakfast Potatoes

Mini Quiches

Fluffy Scrambled Eggs with Cheddar Cheese

Cinnamon French Toast with Warm Maple Syrup

Parfaits Station

Breakfast Ham

Vegetable Crudité

Domestic Cheese Display

Freshly Brewed Community Regular and Decaffeinated Coffee and

Specialty Hot Teas

Add 23% Service Charge and 8.25% tax to all prices. Prices Subject to Change.



RECEPTION

SILVER WEDDING RECEPTION

\$50.00 Per Guest

Choice of Two Cold Hors d'oeuvres:

Southwest Chicken Tortilla Rolls

Spicy Grilled Shrimp with Cilantro on a Garlic Croustade

Smoked Salmon Pinwheels

Oriental Chicken Tartelettes

Roast Beef Pinwheels

Displays

Fresh Vegetable Crudités with Pesto Ranch and French Onion Dip

Seasonal Sliced Fresh Fruit Display Served with Flavored Yogurt

Choice of Two Hot Hors d'oeuvres:

Chicken Brochettes with Teriyaki Peanut Glaze

Sonoran Chicken

Miniature Beef Wellington

Goat Cheese Stuffed Mushrooms Caps

Spanikopita

Southwest Egg Roll with Sweet Spicy Chili Sauce

Brochette of Beef with Red Wine Reduction

Selection of One Action Station

Carving Station

(Choice of One)

Herb Encrusted Turkey Breast, Smoked Ham or Roast Baron of Beef,

Cognac Au Jus, with Petite Panini Rolls and Appropriate

Condiments

Pasta Station

Bowtie and Penne Pasta with Grilled Chicken and Fresh Garden

Vegetables,

Served with Marinara Sauce and a Parmesan Cream Sauce

Garlic Bread

Beverages

Fruit Garnished Punch in Fountain

Freshly Brewed Community Regular and Decaffeinated Coffee and

Iced Tea

Butler Passed Champagne Toast

(One Glass Per Attendee)

GOLD WEDDING RECEPTION

\$60.00 Per Guest

Displays

Domestic Cheese Presentation with Sun-dried Cranberries

Served with Gourmet Crackers and Sliced Baguette

Fresh Vegetable Crudités, with Pesto Ranch and French Onion

Dip

Seasonal Sliced Fresh Fruit Display Served with Flavored Yogurt

Choice of Two Cold Hors d'oeuvres:

Southwest Chicken Tortilla Rolls

Spicy Grilled Shrimp with Cilantro on a Garlic Croustade

Smoked Salmon and Herb Cream Cheese Pinwheels

Chicken Salad Tartelettes

Black Bean and Fire Roasted Corn Tartelettes

Prime Rib with Horseradish Cream Cheese Pinwheels

Choice of Two Hot Hors d'oeuvres:

Sonoran Chicken

Miniature Chicken Cordon Blue

Teriyaki Glazed Chicken Skewer

Spanikopita

Goat Cheese Stuffed Mushroom Caps

Smoked Sausage en Croute

Asian Shrimp Tempura

Action Stations

Carving Station

(Choice of One Meat)

Carving Station with Choice of One Meat:

Roasted Turkey, Honey Glazed Ham, Herb Roasted Pork Loin or

Pepper Corn Encrusted Baron of Beef,

Cognac Au Jus with Petite Panini Rolls and Appropriate

Condiments

Pasta Station

Penne and Cheese Tortellini Served with Roasted Peppers,

Baby Shrimp, Grilled Chicken, Wild Mushrooms and Fresh

Parmesan Cheese,

Marinara and Alfredo Sauce

Beverages

Fruit Garnished Punch in Fountain

Freshly Brewed Regular, Decaffeinated Coffee and Iced Tea

Butler Passed Champagne Toast

(One Glass per Attendee)

PLATINUM WEDDING RECEPTION



DOUBLE TREE
BY HILTON

PERFECT HOLIDAY RECEPTION**\$65.00 Per Guest****Displays**

Domestic & Imported Cheese Presentation to Include Boursin and
Smoked Gouda
Served with Sliced Baguettes and Gourmet Crackers
Seasonal Fresh Sliced Fruit served with Flavored Yogurt

Choice of Three Cold Hors d'oeuvres:

Spicy Grilled Shrimp with Cilantro on a Garlic Croustade
Prime Rib Pinwheel with Horseradish Cream Cheese
Oriental Chicken Tartelettes
Poached Jumbo Asparagus Wrapped with Pepper Pastrami

Choice of Three Hot Hors d'oeuvres:

Mushroom Caps Stuffed with Chorizo, Black Beans and Fire
Roasted Corn
Miniature Beef Wellington
Grilled Crab Cakes with Pablano and Mango Relish
Bacon Wrapped Scallops
Parmesan Encrusted Breaded Shrimp
Cajun Chicken Tempura
Smoked Sausage en Croute

Action Stations**Pasta Station**

Tri- Colored Cheese Tortellini with Mesquite Grilled Chicken and
Roasted Garlic Pesto Cream Sauce
Penne Pasta Tossed with Mushrooms and Grilled Vegetables
with Tomato Basil Cream and Fresh Parmesan

Carving Station**(Choice of One Meat)**

Peppercorn Encrusted Sirloin of Beef Herb Roasted Pork Loin,
Dijon Encrusted Turkey Breast
or Honey Glazed Ham, Served with Appropriate Condiments and
Assorted Carving

Rolls**Beverages**

Fruit Garnished Punch in Fountain
Freshly Brewed Community Regular and Decaffeinated Coffee and
Iced Tea

Butler Passed Champagne Toast**(One Glass per Attendee)**

Add 24% Service Charge and 8.25% tax to all prices. Prices Subject to Change.

BASIC & PREMIUM BAR PACKAGES

All Brand Packages include our Classic Wine Offerings, Domestic and Imported Beer, Bottled Water and Assorted Soft Drinks.

CLASSIC BRAND PACKAGE

Liquor Brands Include:

Jim Beam Bourbon
 Grants Scotch
 Vodka Smirnoff
 Canadian Club Canadian
 Seagrams Gin
 Bacardi Light Rum
 Jose Cuervo Gold Tequila

\$6.00 for each additional hour

Three Hours

\$36.00

Two Hours

\$28.00

DELUXE BRAND PACKAGE

Jack Daniels Whiskey
 Dewars Scotch
 Absolut Vodka
 Seagrams 7 Canadian
 Tanqueray Gin
 Captain Morgan Rum
 Cuervo 1800 Tequila

\$8.00 for each additional hour

Three Hours

\$40.00

Two Hours

\$32.00

GRAND BRAND PACKAGE

Makers Mark Bourbon
 Johnny Walker Black Scotch Blend
 Ketel One Vodka
 Crown Royal Canadian
 Bombay Sapphire
 Mount Gay Rum
 Patron Silver Tequila
 Hennessy VSOP Cordial

\$10.00 for each additional hour

ADD WINE PAIRINGS TO PACKAGES

If you would like to tailor your wine offerings to meet the vision of your wedding day, you may upgrade your wine selection to one of the following (Prices are added per person to package price):

Grand Wine Selections

Franciscan Chardonnay

Napa Cellars Merlot

Joel Gott Cabernet

Beringer White Zinfandel

\$9.00

Deluxe Wine Selections

Clos Du Bois Chardonnay

Charles Smith Merlot

Estancia Cabernet Sauvignon

Sutter Home White Zinfandel

\$7.00

Three Hours

\$42.00

Two Hours

\$34.00**BEER AND WINE PACKAGE**

Package includes Domestic and Imported Beer, and our Classic Brand

Wine Selections:

Sycamore Lane Chardonnay

Sycamore Lane Merlot

Sycamore Lane Cabernet Sauvignon

Sycamore Lane White Zinfandel

\$4.00 for each additional hour

Two Hours

\$24.00

Three Hours

\$32.00

A Bartender Fee of \$100 per 4 Hours per Bartender will be added to each Bar.

For Cash Bars, there will be a \$100 Cashier Fee per 4 Hours per Cashier.

\$50 Each Additional Hour

Hosted Bar Prices are Subject to a 24% Service Charge

Add 8.25% tax to all prices.

Prices are subject to change.

HOSTED AND CASH BARS

HOSTED BAR PRICES

Assorted Soft Drinks

\$4.00

Bottled Water

\$4.00

Grand Wine Selections

Franciscan Chardonnay

Napa Cellars Merlot

Joel Gott Cabernet

Beringer White Zinfandel

\$9.50

Deluxe Wine Selections

Clos Du Bois Chardonnay

Charles Smith Merlot

Estancia Cabernet Sauvignon

Sutter Home White Zinfandel

\$8.50

Classic Wine Selections

Sycamore Lane Chardonnay

Sycamore Lane Merlot

Sycamore Lane Cabernet Sauvignon

Sycamore Lane White Zinfandel

\$7.50

Imported Beer

\$6.50

Domestic Beer

\$5.50

Grand Brands

Makers Mark Bourbon

Johnny Walker Black Scotch Blend

Ketel One Vodka

Crown Royal Canadian

Bombay Sapphire

Mount Gay Rum

Patron Silver Tequila

Hennessy VSOP Cordial

\$9.50

Deluxe Brands

Jack Daniels Whiskey

Dewars Scotch

CASH BAR PRICES

Grand Brands

Makers Mark Bourbon

Johnny Walker Black Scotch Blend

Ketel One Vodka

Crown Royal Canadian

Bombay Sapphire

Mount Gay Rum

Patron Silver Tequila

Hennessy VSOP Cordial

\$10.00

Domestic Beer

\$6.00

Imported Beer

\$7.00

Classic Wine Selections

Sycamore Lane Chardonnay

Sycamore Lane Merlot

Sycamore Lane Cabernet Sauvignon

Sycamore Lane White Zinfandel

\$8.00

Deluxe Wine Selections

Clos Du Bois Chardonnay

Charles Smith Merlot

Estancia Cabernet Sauvignon

Sutter Home White Zinfandel

\$9.00

Grand Wine Selections

Franciscan Chardonnay

Napa Cellars Merlot

Joel Gott Cabernet

Beringer White Zinfandel

\$10.00

Bottled Water

\$4.00

Assorted Soft Drinks

\$4.00

Deluxe Brands

Jack Daniels Whiskey

Dewars Scotch

Absolut Vodka
 Seagrams 7 Canadian
 Tanqueray Gin
 Captain Morgan Rum
 Cuervo 1800 Tequila
 \$8.50

Classic Brands
 Liquor Brands Include:

Jim Beam Bourbon
 Grants Scotch
 Vodka Smirnoff
 Canadian Club Canadian
 Seagrams Gin
 Bacardi Light Rum
 Jose Cuervo Gold Tequila
 \$7.50

Absolut Vodka
 Seagrams 7 Canadian
 Tanqueray Gin
 Captain Morgan Rum
 Cuervo 1800 Tequila
 \$9.00

Classic Brands
 Liquor Brands Include:

Jim Beam Bourbon
 Grants Scotch
 Vodka Smirnoff
 Canadian Club Canadian
 Seagrams Gin
 Bacardi Light Rum
 Jose Cuervo Gold Tequila
 \$8.00

A Bartender Fee of \$100 per 4 Hours per Bartender will be added to each Bar.
 For Cash Bars, there will be a \$100 Cashier Fee per 4 Hours per Cashier,
 \$50 Each Additional Hour
 Hosted Bar Prices are Subject to a 24% Service Charge
 Add 8.25% tax to all prices.
 Prices are subject to change.

INFO & POLICIES

Our Managers will work closely with you to organize and synchronize your Meeting and Event preparations and will assist you during the planning process.

MEAL SERVICE

Plated meal service is based on a two (2) hour serve time.
Breaks are based upon a thirty (30) minute serve time.
Buffets (breakfast, lunch, reception and dinner) are served for one and a half hours. Buffets have a minimum of twenty five (25) guests. If your guarantee is less than twenty five (25), you will be assessed an additional fee. 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

There will be a Labor charge for any food function of less than twenty (20) guests: \$100.00.
Carvers, Station Attendants, Made to Order or Butler-Style Servers: \$100.00
Room Re-Sets: If a room set-up is changed within twenty four (24) hours of the event, there will be an additional re-set fee based on size of room and complexity.
On National Holidays an additional labor fee may be added for meals.

SERVICE CHARGE AND TAXES

The combined gratuity and service charge of 24% is applicable to all services and products on the banquet event order, plus 8.25% tax, unless otherwise stated as excluded.

GUARANTEES

Final attendance must be specified three business days prior to the event by noon. This number will be considered your minimum guarantee and is not subject to reduction. Should a final guarantee not be received, your expected attendance on your banquet event order will be considered the final guarantee. You will be charged for your final guarantee or the number in attendance, whichever is greater.

SIGNAGE

The hotel does not permit affixing anything to the walls, doors, or ceilings that would leave damage. Pre-approved signage is permitted in the registration area and in private function areas only. No signs are permitted in the Hotel lobby on the building exterior or other public area. The Hotel reserves the right to approve all signage. All signs must be professionally printed and should be free standing or on an easel. The Hotel will assist in placing all signs and banners: a \$50.00 charge per banner will apply.

MENU SELECTIONS

In addition to our published menu suggestions our culinary catering and events teams are specialists in creating customized solutions. Let your imagination be your guide knowing that we understand special requests, budget wants and dietary requirements. We are committed to all of our guest needs including those who have special dietary restrictions (such as a food allergy, intolerance or other medically restricted diet) and are also aware that some may also adhere to a vegetarian or vegan diet. Our goal is to deliver a memorable experience through culinary skill.

- Our menus are subject to change and ingredients may vary based on seasonality or availability.
- Consuming raw or undercooked meats, poultry seafood, shellfish or egg: may increase your risk of foodborne illness.
- All Food & Beverage, including alcohol, must be purchased through the Hotel and served by Hotel Staff.
- All pricing is guaranteed ninety (90) days prior to your event date.

DIETARY RESTRICTIONS

Dietary restrictions - special menu guarantees are required seven days prior to event date. For any special meal requests on-site there may be an additional \$5.00 charge on top of the meal price.

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 requirement change.

PACKAGES AND SHIPPING

Packages for meetings may be delivered to the Hotel three (3) working days prior to the date of the function. The following information must be included on all packages to ensure proper delivery;

- 1) Name of Organization
- 2) Guest Name
- 3) Attention Catering or Conference Services Manager (indicate name)
- 4) Date of Function

Please contact your Catering or Convention Services Manager for update Shipping Pricing

AUDIO VISUAL

LOST ITEMS

The hotel will not assume or accept responsibility for damages to or loss of any merchandise or articles in the hotel prior to, during or following an event.

Prices are provided for guidance in budget development only, and are subject to increase. Event Orders will confirm all final arrangements and prices.

For your convenience, Rainbow Audio Visual are our in-house professionals providing a knowledgeable, on-site team and state of the art equipment. Please contact your Catering or Convention Services Manager in regard to any Audio Visual Needs.