



CATERING MENU



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BREAK TIME

All break packages are limited to one hour • Minimum 25 people

AM BREAK PACKAGES

Harrisburg Continental **\$13 per person**
Coffee, Tea, Decaf, Apple and Orange Juice, Bottled Water, Sliced Fresh Fruit, Assorted Pastries and Muffins, Yogurt, Bagels with Cream Cheese, Preserves and Butter, Warm Cinnamon Rolls

Healthy Spa Break **\$12 per person**
Coffee, Tea, Decaf, Orange and Apple Juice, Bottled Water, Sliced Fresh Fruit, Assorted Pastries and Muffins, Raspberry Yogurt Dip, Granola and Assorted Yogurts

Classic **\$10 per person**
Coffee, Tea, Decaf, Assorted Pastries and Muffins

ALL DAY BREAK PACKAGES

All-Day Meeting Planner Package **\$23 per person**
Pre Meeting

Coffee, Tea, Decaf, Orange and Apple Juice, Bottled Water, Assorted Pastries and Muffins

Mid-Morning Refresh

Coffee, Tea, Decaf, Orange and Apple Juice, Bottled Water, Sliced Fresh Fruit, Granola and Yogurt

Mid-Afternoon

Coffee, Tea, Decaf, Bottled Water, Assorted Sodas, Assorted Fresh-Baked Cookies, Assorted Dessert Bars

A LA CARTE BREAKFAST

Coffee, Tea, Decaf **\$4 per person**
Assorted Sodas **\$5 per person**
Bottled Water **\$3 each**
Coffee, Decaf **\$37.50/gallon \$26/half gallon**
Flavored Hot Tea **\$37.50/gallon \$26/half gallon**
Orange or Apple Juice **\$10/gallon \$6/half gallon**
\$4/carafe
Bagels, Muffins, Pastries, **\$30/dozen**
Cookies, Assorted Dessert Bars **\$20/half dozen**

PM BREAK PACKAGES

A Sweet Break **\$13 per person**
Coffee, Tea, Decaf, Assorted Sodas, White Milk and Bottled Water, Freshly-Baked Cookies and Assorted Dessert Bars

Snack Attack **\$13 per person**
Assorted Sodas and Bottled Water, Cracker Jacks, Potato Chips, Pretzels, Tortilla Chips, Salsa, Roasted Peanuts

Senator's Break **\$12 per person**
Assorted Sodas and Bottled Water, Mini Dogs in Pastry, Pretzel Nuggets with Beer Cheese and Honey Mustard, Roasted Peanuts, Cracker Jacks

AFTERNOON SNACKS

Roasted Peanuts **\$11/pound**
Nacho Chips with Salsa **\$10/pound**
Potato Chips **\$10/pound**
Pretzels **\$10/pound**
Sliced Fresh Fruit served with **\$7 per person**
Raspberry Yogurt Dip
Fresh Vegetables with **\$7 per person**
Ranch or Hummus
Assorted Cheeses with **\$10 per person**
Crackers and Mustard

*Whole-shell eggs are cooked to order. Consuming raw or under-cooked meat, poultry, seafood, shellfish, or eggs may increase the risk of food borne illness especially in children or people with certain medical conditions. Service charge of 20% and sales tax of 6% to apply. Menu prices subject to change. Menu prices will not be guaranteed more than 5 months prior to event.

BREAKFAST

BUFFET BREAKFASTS

All-American Breakfast **\$16 per person**
Coffee, Tea, Decaf, Orange and Apple Juice, Milk,
Fluffy Scrambled Eggs, Bacon and Sausage Links,
Home Fries with Peppers and Onions,
Stuffed French Toast, Assorted Cereals, Fresh Fruit
Salad, Croissants, Assorted Pastries and Muffins

- Turkey Bacon, Turkey Sausage or Ham Steak is available at an additional charge of \$1 per person

Grab and Go **\$12 per person**
Coffee, Tea, Decaf, Orange and Apple Juice, Assorted
Breakfast Sandwiches, Hash Browns, Whole Fruit,
Assorted Yogurts and Granola

Stations **\$4 per person**
Add a made to Order Omelet and Egg Stations
30 person minimum and must be accompanied by a
Buffet

*Buffet packages are limited to one hour
Minimum 25 people*

PLATED BREAKFASTS

Spinach and Artichoke Quiche **\$10 per person**
Home Fries with Peppers and Onions, Sliced Fresh Fruit,
Orange or Apple Juice, Coffee, Tea and Decaf

All-American **\$11 per person**
Fluffy Scrambled Eggs, Choice of Bacon or Sausage Links,
Home Fries with Peppers and Onions, Croissant, Orange
or Apple Juice, Coffee, Tea and Decaf

- Turkey Bacon, Turkey Sausage or Ham Steak is Available at an additional charge of \$1 per person

**Homemade Brioche Cinnamon
French Toast** **\$11 per person**
Dusted with Powdered Sugar and served with Maple
Syrup, Choice of Bacon or Sausage Links, Orange or Apple
Juice, Coffee, Tea and Decaf

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LUNCH

LIGHT LUNCHEONS

Served with Coffee, Tea, Decaf, Iced Tea,
Sliced Fresh Fruit Plate, Fresh Rolls and Butter,
Choice of Dessert

Chicken Caesar Salad **\$16 per person**

Hearts of Romaine Lettuce tossed in Creamy Italian-Caesar dressing, topped with Crunchy Garlic Herbed Croutons and Lightly Dusted with Parmesan Cheese. Finished with Grilled Chicken.

Romaine Wedge Salad **\$16 per person**

Applewood Smoked Bacon, Danish Bleu Cheese Crumbles, Grape Tomatoes and Hot Bacon Dressing served over Grilled Romaine Lettuce.

Build Your Own Sandwich **\$16 per person**

Sandwiches include Lettuce, Tomato, Mayonnaise, Dill Pickle and Mustard. Served with Tri-Colored Pasta Salad

Choose a Bread: Croissant or Wrap

Choose a Protein: Chicken Salad, Tuna Salad, Ham and Swiss, Turkey and Provolone, Roasted Vegetables and Hummus

Box It Up?

Comes with Water, Soda, Chips and a Freshly Baked Cookie

LUNCHEON ENTRÉES

Served with Coffee, Tea, Decaf, Iced Tea,
Choice of Appetizer, Choice of Potato, Vegetable,
Fresh Rolls and Butter, Choice of Dessert

Choice of 2 Entrées available for additional \$2 per person

Appetizers

Tossed Salad, Caesar Salad, Sliced Fresh Fruit Plate

Entrées:

Petite Filet Mignon **\$24 per person**

Texas Brisket **\$23 per person**

Flank Steak **\$20 per person**

Roast Turkey with Pan Gravy **\$19 per person**

Baked Stuffed Chicken Breast **\$19 per person**

with Champagne Cream Sauce

Bacon-Wrapped Pork Filet **\$20 per person**

Broiled Old Bay Haddock **\$21 per person**

Grilled Salmon with Dill Cream Sauce **\$18 per person**

Stuffed Portabella with **\$18 per person**

Spinach & Fire Roasted Peppers

Drizzled with Balsamic Reduction

Six Cheese Pasta Purses with **\$18 per person**

Alfredo or Marinara Sauce

Spinach and Artichoke Quiche **\$20 per person**

Sides

Starches: Mashed Potatoes, Oven Roasted Red Potatoes, Rice Pilaf

Vegetables: Green Beans, Honey Glazed Carrots, Broccoli

Desserts

Touch of Strawberry Cake, Carrot Cake, Chocolate Peanut Butter Pie, Dutch Apple Crumb Pie

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LUNCH

THEMED LUNCH BUFFETS

All include coffee, tea, decaf, iced tea • All buffets are limited to one hour • Minimum 25 people

Little Italy Buffet

\$24 per person

- Caesar Salad, Tomato, Fresh Mozzarella and Basil Salad
- **Choice of Two Entrées:** Lasagna with Meat Sauce, Chicken Parmesan, Manicotti Florentine, Meatball Marinara or Bruchetta Haddock
- Green Beans with Roasted Tomatoes
- Garlic Bread
- Assorted Italian Pastries

South of the Border Buffet

\$24 per person

- Tossed Salad with Dressings
- Blackened Steak and Grilled Tequila Lime Chicken
- Taco Bar: Crunchy Corn and Soft Flour Shells, Spiced Ground Beef, Spanish Rice, Shredded Lettuce, Diced Tomato, Shredded Cheddar Cheese, Diced Onions, Sour Cream and Salsa
- Churros

Home Style Buffet

\$24 per person

- Tossed Salad with Dressings, Coleslaw
- **Choice of Two:** Italian Herbed Chicken, Manicotti, Roast Turkey with Pan Gravy, Broiled Haddock, Baked Stuffed Chicken Breast with Champagne Cream Sauce
- Green Beans, Mashed Potatoes
- Fresh Rolls and Butter
- Dutch Apple Crumb Pie and Chocolate Peanut Butter Pie

City Island Buffet

\$24 per person

- Tossed Salad with Dressings
- Pasta Salad, Red Skin Potato Salad
- **Choice of Two:** Pulled Pork (Plain or Barbecue), Fried Chicken, Hamburgers, Battered Fried Fish, Jumbo Hot Dogs, BBQ Ribs
- Macaroni and Cheese
- Fresh Rolls and Butter
- Assorted Fresh Baked Cookies and Brownies

Dagwood Deli Buffet

\$24 per person

- Soup du Jour
- Tossed Salad with Dressings, Red Skin Potato Salad
- **Breads:** White, Wheat, Pita and Wraps
- **Proteins:** Ham, Roast Beef, Turkey and Salami
- **Cheeses:** Swiss, American and Provolone
- Appropriate Condiments
- Chips and Pickles
- Assorted Fresh Baked Cookies and Brownies

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DINNER

*Served with coffee, tea, decaf, iced tea • Choice of appetizer • Choice of potato and vegetable •
Fresh rolls and butter • Choice of dessert
Choice of 2 entrees available for additional \$2.00 per person*

DINNER ENTRÉES

- Seared Lemon Herb Chicken \$29 per person
- Baked Stuffed Chicken Breast with Champagne Cream Sauce \$29 per person
- Pesto and Sun-Dried Tomato Chicken Breast \$29 per person
- Bacon-Wrapped Pork Filet with Demi Glaze \$29 per person
- Braised Beef Short Rib with Port Wine Demi Glaze \$32 per person
- Herb-Crusted Pork Loin with Rosemary Jus Lie \$29 per person
- Sliced London Broil with Mushroom Sauce \$31 per person
- Petite Filet \$33 per person
- Sliced Roasted Beef with Pan Gravy \$29 per person
- Texas Smoked Brisket \$33 per person
- Stuffed Portabella Mushroom Caps with Spinach and Fire Roasted Peppers drizzled with Balsamic Reduction \$26 per person
- Six Cheese Pasta Purses with Alfredo or Marinara Sauce \$29 per person
- Broiled Old Bay Haddock \$29 per person
- Grilled Salmon with Dill Cream Sauce \$30 per person
- Orange Roughy with Lemon Herb Sauce \$31 per person

COMBINATION PLATES

- Petite Filet and Crab Cake \$38 per person
- Marinated Grilled Chicken Breast and Crab Cake \$34 per person
- Petite Filet and Grilled Salmon with Dill Cream Sauce \$38 per person
- Crab Stuffed Shrimp and Marinated Grilled Chicken Breast \$34 per person

Appetizers

- Tossed Salad
- Caesar Salad
- Sliced Fresh Fruit Plate

Starch

- Mashed Potatoes
- Oven Roasted Red Potatoes
- Rice Pilaf

Vegetables

- Green Beans
- Honey Glazed Carrots
- Broccoli

Desserts

- Touch of Strawberry Cake
- Carrot Cake
- Chocolate Peanut Butter Pie
- Dutch Apple Crumb Pie

Dessert Enhancement \$2 per person additional

- Cheesecake with Fresh Fruit Topping
- Lemon Berry Mascarpone Cake
- Caramel Apple Pie

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DINNER

THEMED DINNER BUFFETS

Served with coffee, tea, decaf, iced tea • All buffets are limited to one hour • Minimum 25 People

Smokehouse BBQ Buffet

\$35 per person

- Tossed Salad with Dressings
- Apple Bacon Coleslaw, Cucumber and Tomato Salad
- **Choose Three:** Smoked Texas Brisket, BBQ Ribs, Mesquite Grilled Chicken Breast, Fried Chicken
- Fire Roasted Corn
- Macaroni and Cheese
- Cornbread and Butter
- Dutch Apple Crumb Pie and Cherry Pie

A Taste of Italy Buffet

\$33 per person

- Caesar Salad
- Tomato, Fresh Mozzarella and Basil Salad, Marinated Mushrooms
- **Choose Three:** London Broil with Mushroom Demi Glaze, Braised Beef Short Rib with Port Wine Demi Glaze, Manicotti Florentine, Bruschetta Haddock, Baked Italian Herbed Chicken, Lasagna with Meat Sauce, Chicken Parmesan
- Green Beans with Roasted Tomatoes, Oven Roasted Red Potatoes
- Garlic Bread
- Assorted Italian Pastries

Traditional Buffet

\$34 per person

- **Choice of Three Salads:** Tossed Salad, Greek Salad, Caesar Salad, Red Skin Potato Salad, Apple Bacon Coleslaw, Tomato, Fresh Mozzarella and Basil Salad, Marinated Mushrooms, Fresh Fruit Salad
- **Choice of Three Entrées:** Herb Crusted Pork Loin with Rosemary Jus Lis, Sliced Roast Beef with Pan Gravy, Teriyaki Beef Tips, Roasted Turkey with Pan Gravy, Broiled Old Bay Haddock, Chicken Marsala, Italian Herbed Chicken, Baked Ham with Pineapple Sauce, Eggplant Parmesan, Cheese Ravioli with Marinara
- **Choice of One Starch:** Mashed Potatoes, Oven Roasted Red Potatoes, Rice Pilaf
- **Choice of One Vegetable:** Green Beans, Honey Glazed Carrots, Broccoli
- Fresh Rolls and Butter
- **Dessert:** Touch of Strawberry Cake, Carrot Cake, Chocolate Peanut Butter Pie, Dutch Apple Crumb Pie

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RECEPTIONS

RECEPTION PACKAGES

Prices based on one hour of food presentation • Add \$2.00 per person per additional hour • Minimum 25 people

Harrisburg Capital Package

Combination display of Domestic Cheeses and Crackers, Sliced Fresh Fruit and Assorted Vegetable Crudités Choice of Three: Classic, Deluxe or Premium Hors D'oeuvres

Classic – \$17 per person

Deluxe – \$18 per person

Premium – \$19 per person

Options below priced in addition to Buffet or Harrisburg Capital Package

If only stations are selected, a minimum of three are required

Attended Carving Stations

\$75 carving fee per attendant

Top Round of Beef	\$12 per person
Baked Virginia Ham	\$12 per person
Roasted Turkey Breast	\$12 per person
Black Pepper Crusted	\$13 per person
Tenderloin of Beef	

Attended Pasta Stations

\$12 per person

\$75 carving fee per attendant

Served with Garlic Bread

Pastas: Tortellini, Penne, Cheese Ravioli
Sauces: Marinara, Alfredo
Toppings: Grilled Chicken, Shrimp, Mushrooms, Onion, Broccoli, Spinach, Tomatoes, Mozzarella Cheese, Parmesan Cheese

Potato Bar

\$11 per person

Choice of Two: Mashed Potatoes, Baked Potatoes, French Fries, Tater Tots

Toppings: Bacon, Sour Cream, Ranch, Chives, Cheddar Cheese, Beer Cheese Sauce, Gravy, Butter

Salad Bar

\$11 per person

Toppings: Mixed Greens, Spinach, Onion, Cherry Tomatoes, Broccoli, Mushrooms, Black Olives, Carrots, Garbanzo Beans, Cucumber, Shredded Cheese, Croutons
Proteins: Grilled Chicken, Bacon, Hard Boiled Egg, Shrimp
Choice of Two Dressings: Italian, Oil and Vinegar, Ranch, Balsamic, French, Raspberry Vinaigrette

Wing Bar

\$12 per person

Celery, Blue Cheese and Ranch Dressing
Choice of Three: Mild, Medium, Hot, Old Bay, Parmesan Garlic, or Barbecue

Seasonal Fruit with Chocolate Fondue

\$9 per person

Sliced Seasonal Fruits • Strawberries • Pound Cake
Pretzel Rods served with Warm Chocolate Dip

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A LA CARTE RECEPTIONS

Classic – \$250 per 100 pieces

Assorted Vegetable Display • Domestic Cheese Display • Sliced Fresh Fruit Display • Assorted Mini Quiches
Cocktail Franks wrapped in Puff Pastry • Fried Ravioli with Spicy Vodka Marinara • Spring Rolls
Meatballs (BBQ, Italian, Swedish, Sweet & Sour) • Bruschetta on Crostini • Seafood Wasabi Bites
Macaroni and Cheese Bites • Potato Cheddar Bombs

Deluxe – \$300 per 100 pieces

Antipasto Skewer • Asparagus and Boursin wrapped with Prosciutto • Asiago Artichoke Dip with Pitas • Asparagus
and Asiago Cheese wrapped in Phyllo Dough • Chicken Quesadillas • Crab Rangoons
Grilled Vegetables with Hummus and Pitas • Waffle Battered Chicken Fries • Pretzel Bites with Beer Cheese
Boneless Wings (Mild, Medium, Hot, Old Bay, Parmesan Garlic, or Barbecue)

Premium – \$350 per 100 pieces

Display of Jumbo Shrimp served with Cocktail Sauce • Imported Cheese Display • Scallops Wrapped in Bacon
Spinach and Feta Cheese in Phyllo Dough • Mushrooms Stuffed with Crab • Mini Crab Stuffed Shells
Chicken Cordon Bleu Bites • Sesame Chicken • Brie and Raspberry in Puff Pastry • Mini Beef Wellingtons

The Red Lion Hotel recommends 10-12 pieces per person per hour

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BEVERAGES

OPEN BAR PACKAGES

Premium Brands

\$13 per person first hour • \$7 per person each additional hour

Call Brands

\$11 per person first hour • \$6 per person each additional hour

Lite Bar

\$10 per person first hour • \$6 per person each additional hour

CASH BARS

(PRICED PER DRINK)

Premium Brands \$6.25 and up

Call Brands \$5.5

House Wine \$6

Premium Beer \$5

Domestic Beer \$4.5

Juices, Flavored Sparkling Waters \$3

Soda \$2

PUNCHES

Whiskey Sour - \$75 per gallon

Champagne Mimosa - \$65 per gallon

Non-Alcoholic - \$30 per gallon

Other Punches available by request • Special Wines available by request

KEG BEER

½ Keg Domestic Beer \$325

Other Kegs available by request

All functions in beverage sales are subject to a service fee of \$50.00 per bartender.

Service charges are not included in the price of drinks unless requested.

For your added convenience, a per drink bar can be arranged on an as consumed basis and billed to your account at the conclusion of the function.

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WINES

Red Wines

Merlot

Carmenet Merlot, California	Bottle \$29
Redwood Creek, California	Bottle \$22

Cabernet Sauvignon

Rodney Strong, Sonoma County, California	Bottle \$39
Concannon, Paso Robles, California	Bottle \$29
Redwood Creek, California	Bottle \$22

Other Reds

El Origen Malbec Reserva, Mendoza, Argentina	Bottle \$29
Noble Vines 667 Pinot Noir, Monterey, California	Bottle \$36
Santa Carolina Pinot Noir Reserva, Casablanca Valley, Chile	Bottle \$29
Purple Heart Red Blend by Charles Krug, Napa Valley, California	Bottle \$42

White Wines

Chardonnay

Mer Soleil Reserve Chardonnay, Santa Lucia Highlands, California	Bottle \$39
Wente Chardonnay, Livermore Valley, California	Bottle \$34

Pinot Grigio

Santa Cristina Pinot Grigio, Tuscany	Bottle \$32
Terlato Pinot Grigio, Terlato Vineyards, Northeastern Italy	Bottle \$36
Mezzacarona Pinot Grigio, Dolmiti, Italy	Bottle \$29

Blush

CK Mondavi White Zinfandel, California	Bottle \$29
Anew Rose, Columbia Valley, Washington	Bottle \$34

Sauvignon Blanc

Imagery Sauvignon Blanc, California	Bottle \$29
Wither Hills, Marlborough, New Zealand	Bottle \$36

Other Whites

Chateau Ste Michelle Riesling, Columbia Valley, Washington	Bottle \$29
Cupcake Moscato, Italy	Bottle \$29

Wines by the Glass

House Wine	Glass \$6
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Salmon Creek Varietals: Chardonnay, White Zinfandel, Merlot, Cabernet Sauvignon

Premium Wines	Glass \$8
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Cupcake Moscato, Chateau Ste Michelle Riesling, CK Mondavi White Zinfandel,
Mezzacorona Pinot Grigio, Imagery Sauvignon Blanc, Santa Carolina Pinot Noir,
El Origen Malbec, Carmenet Merlot, Concannon Cabernet Sauvignon

Service charge of 20% to apply. Menu prices subject to change. Menu prices will not be guaranteed more than 5 months prior to event.

AUDIO VISUAL EQUIPMENT

LCD PACKAGES

Presenter's Package

- Pulldown Screen (6 ft), AV Cables, Projection Stand w/power, AV Patch, Setup and Teardown **\$50**
- Tripod Screen (8 ft), AV Cables, Projection Stand w/power, AV Patch, Setup and Teardown **\$75**

Breakout Package

- LCD Projector XGA (1024 x 768), Pulldown Screen, AV Cables, Projection Stand w/power AV Patch, Setup and Teardown **\$275**
- Upgrade to WUXGA (1920 x 1200) 1080p HD Projector **\$475**

Standard Package (Ballroom)

- LCD Projector WXGA (1280 x 800), Tripod Screen (8ft), AV Cables, Projection Stand w/power, AV Patch, Setup and Teardown **\$375**
- Upgrade to WUXGA (1920 x 1200) 1080p HD Projector **\$575**

Premiere Package (Ballroom - Multiple Screens)

- 2 LCD Projectors WXGA (1280 x 800), 2 Tripod Screens (8ft), 2 AV Cable Bundles, Projection Stand w/power, AV Patch, Setup and Teardown **\$700**
- Upgrade to 2 WUXGA (1920 x 1200) 1080p HD Projectors **\$1,000**

MICROPHONE PACKAGES

Presenter's Package

- Wired Microphone w/stand, House Sound Patch, Setup/Testing and Teardown **\$35**
- Upgrade to Wireless Microphone or Lavalier **\$115**

Team Package

- Wired Microphone w/stand, House Sound Patch, Audio Mixer, Setup/Testing and Teardown **\$55 per Mic**
- Upgrade to Wireless Microphone or Lavalier **\$135 per Mic**

ADDITIONAL ITEMS

- Polycom Phone with phonenumber **\$115**
- Flipchart w/Pad and Markers **\$35**
- Tripod Easel **\$15**
- Whiteboard w/Markers **\$50**
- Laser Pointer/Slide Advancer **\$25**
- Microphone Cords (Excessive) **\$5**
- Dedicated Technician (4-hour minimum) **\$50/Hour**
- Setup Client Provided Equipment (up to 1 hour) **\$50**

Additional Equipment is Available upon Request
 Audio Visual equipment rental prices are subject to sales tax and 20% service charge

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GENERAL INFORMATION

Banquet Menus

Banquet menus, room arrangements and other details pertaining to your event should be submitted to your convention services manager at least three (3) weeks prior to your event. Our culinary staff is happy to plan a menu especially for your event, or assist you in the selection of the proper menu items and arrangements to ensure that your event is successful. Gluten-free and vegetarian items are available upon request.

Guarantees

The exact number of persons in attendance for all banquet meal functions must be given by noon seventy-two hours (3 working days) prior to the date of the event. This number is then not subject to reduction. If the 72-hour deadline passes and no guarantee has been received, we will consider the number indicated on the original banquet event order sheets (BEOs) to be the correct and guaranteed number of guests.

Labor Charges

A minimum guarantee of 25 persons is required for all food functions. If this minimum is not met, a service charge of \$50 will apply. Should your event require a chef for a reception, action station, or carving station, a fee of \$75 per hour per chef will apply.

Prices

Menu prices are subject to availability and are subject to change. All Buffet pricing is for one hour. All Continental Breakfasts are for one hour and all Breaks are for one-half hour durations.

Surcharges

Served meals with more than one entrée selection are subject to a per person surcharge of \$2.00

Taxes and Service Charges

Food prices quoted are subject to a 6% PA sales tax. A service charge of 20% will be added to all food and beverage items.

Beverage Service

The Red Lion Hotel holds a license granted by the Pennsylvania Liquor Control Board and is held responsible for complying with its regulations. Therefore, neither patrons nor their guests shall be allowed to bring alcoholic beverages into the Red Lion Hotel. All cash bars will incur a Bartender Fee of \$50 per bartender.

Function Rooms

Function rooms are assigned according to the anticipated number of guests. If the number of guests fluctuates, it may become necessary to re-assign function space accordingly. A meeting room set up change on the day of the event will result in a \$200 charge.

Displays, Decorations and Personal Property

All displays and/or decorations proposed by patrons shall be subject to the approval of the Red Lion Hotel. Any property of the patron, or the patron's guests, brought on the premises of the Red Lion Hotel and left at the conclusion of the event thereon, shall be at sole risk of the patron. The Red Lion Hotel will not be liable for any loss or damage to any such property for any reason.

Shipping and Receiving

Small packages for meetings may be delivered to the hotel no more than one week prior to the program, due to minimal amount of storage space. Items should be addressed to the meeting contact with attention to the Hotel Sales Staff Member working on the program. Packages should be marked 'Hold for Arrival' and list the date of the program clearly on all labels.

Photocopies and Fax

The hotel will be happy to make photocopies for your group at the front desk. A charge of .15 each will be applied to your bill. Fax services are available at the front desk for a nominal fee.