



Playbook Local pages

Hilton Garden Inn
Clarksburg, WV
Created 10.13.2020

Hilton



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Images may not reflect the latest guest experience such as physical distancing of public spaces and changes to food & beverage.

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How to use local pages

As state, local and Hilton guidelines continue to change, meeting planners like you need the most current information on what is possible in terms of meeting set up, service, and food and beverage offerings. This Local Pages version of the Hilton Event Ready Playbook provides you with details unique to Hilton Garden Inn Clarksburg, WV.

Local event guidelines

Service for groups of up to 48 people



Breakfast in a Box

Single Serve options include Simple Box, Classic Box, Healthy Box, and Deluxe Box. Each contains a fresh fruit, muffin, fruit juice and coffee or tea **Plus Bonus Items**



We Serve. We Care.

As a commitment to service and safety, **Masks** must be worn in all common areas of the hotel.



Business Luncheons

Boxed Lunches for meetings feature sandwich or wrap, a fresh piece of fruit, bag of chips, individually wrapped cookie, chilled soft drink or bottled water. **Other options available**



Plated Dinners

With **10 different options** to choose from, each is served with fresh garden salad, dinner roll, dessert selection, coffee, iced tea, and water.



Food & Beverage

During Your Meeting

We offer pre-ordered catering services.

Selections include:

Breakfast In A Box

Breakfast Additions / A' la Carte

Specialty Breaks

Plated Lunches

Lunch Combos

Boxed Lunches

Plated Dinners

Banquet Beverages

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Food & Beverage

After Your Meeting

In addition to our banquet and caterings menus, our **THE *garden* Grille & Bar** is open weekday evenings 5:00pm-9:00pm.

Selections include Soups and Salads, Flatbreads, Sandwiches, Burgers, and Pizza as well as full bar service.



Hybrid events



In Person and Virtual Events

Our meeting space accommodates up to 48 in-person attendees with a variety of social distancing setups to choose from.

Our dedicated Wi-Fi or wired connectivity can provide 50mbps up and down.

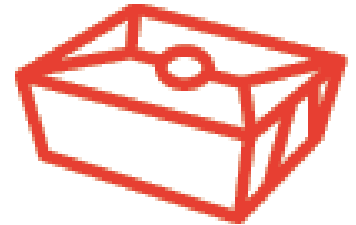


Responsible events



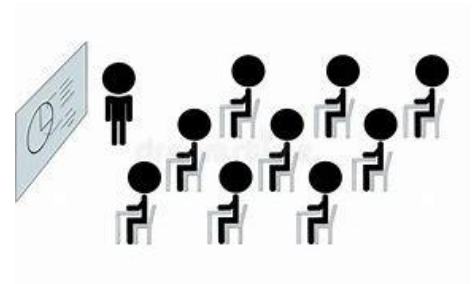
Responsible Meal Service

- Single use flatware
- Individually packaged food items
- Bottled beverages



Responsible Meeting Setups

Social distancing observed within all meeting rooms and food outlets. Sanitization stations throughout the hotel.



Responsible Staff

All team members are required to wear masks and maintain a 6ft space as possible while serving guests. Daily temperature check required of all employees.



Responsible Policies

Guests are required to wear masks when entering the building and while in commons areas. Social distancing markers are provided.



Wellness



Indoor Pool

Our indoor pool has reopened with new health and safety guidelines.

Pool hours are 7:00am – 10:00pm daily.

Temperature screening at the front desk is required before entering the pool area.

Local Health Department guidelines establish maximum occupancy within indoor pool area.

Time must be allotted between uses to allow for pool area to be sanitized.

A simple survey completion is required prior to gaining access to the pool area.

Fitness Room

Our Fitness Room has reopened with new health and safety guidelines.

Fitness Room is open 6:00am -12:00am.

One person in Fitness Room at a time. Sign in at the front desk.

If traveling with a companion, a second person may be permitted to sign in as a workout mate.

Please wipe down equipment after use. Wipes are provided in the Fitness Room.

Please go to front desk after workout so they can fully sanitize the room.





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[Hilton EventReady Playbook](#)