

# *Welcome*

*Thank you for considering the  
Four Points by Sheraton Cleveland Eastlake Hotel for your special occasion.  
The hotel's Grand Ballroom design features a modern-contemporary flare.  
Its attention to detail touches will be the bring a  
sophistication atmosphere for all special occasions.  
With several other banquet rooms available to choose from, we can host  
smaller events with the similar modern-contemporary flare .  
A vision can by carried out through our customization.  
Personalize your special occasion throughout the planning process.  
We're here to help plan and carryout your vision.  
Be a Host, Planner or an Attendee, you're always welcome!*



# Additional Information

The Menus are provided as a guide to help develop plans for your event.

Our Staff is more than pleased to customize your menus to meet financial needs or specific dietary needs.

## Food & Beverage

Due to health department regulations & licensing restrictions, no food or beverage product may be introduced into any public area from any source other than the Hotel's. Further, all food & beverage products purchased must be consumed at the time of the event. No take-out containers will be provided. Menus with dual entrees are permitted; however, the greater of the two prices will be applied for both entrees selected. Only Alcoholic Beverages (Beer, Wine, Liquor) purchased at the Four Points Eastlake can be consumed on premises.

Failure to comply may result in additional charges to client and confiscation of the beverages in violation.

Four Points Eastlake adheres to and will enforce all Ohio State LCB Regulations.

Alcoholic Beverages may be served by the Four Points Eastlake from Monday-Saturday 5:30am-2:30am and Sundays 10am-Midnight

## Guarantees

A final guaranteed meal count is required five (5) business days prior to your function and ten (10) business days for weddings. Should you fail to provide a guarantee at that time, your contracted meal count will be used as your guarantee. The hotel will prepare meals for 1% above the anticipated count. The Hotel takes no responsibility to provide meals beyond that level. You will be charged for the actual number of guests served or the guaranteed amount, whichever is greater. Should your actual count be less than what was served, by Law the Hotel will not provide take-out containers.

## Function & Meeting Space Requirements

The hotel shall hold function space to accommodate the anticipated number of participants & specific setup needs; but hotel reserves the right to reassign the space to accommodate all other organizations or parties using the Hotel's facilities during the Organization's meeting. Any changes to the room setup on the day of the function will be subject to a \$150.00 charge to the final bill. Dance Floor Fee is \$500. Up to (10) display tables will be complimentary. Additional tables will be subject to a charge of \$10.00 each.

## Event Materials, Displays & Shipping

All displays, exhibits, decorations, equipment, musicians or entertainers must enter through the designated entrance. All delivery times must be coordinated with Hotel in advance. Special ingress and egress, insurance and security requirements may apply in the case of events with specific décor, sets, special lighting or sound requirements; consult your Event Manager with Hotel prior to finalizing arrangements. No signs, posters or printed materials are permitted to be pinned, taped, or affixed in any way to doors, walls or ceilings of public space, including hallways, meeting rooms and guestrooms. The use of glitter, streamers, confetti of any kind are prohibited. Use of any of these items may result in cancellation of event and/or a \$500 cleaning fee to also include the removal of any outside vendor products will be added to your final bill.

Packages and Boxes to be shipped to hotel are to be sent with proper identification. Labels should include:

Hotel Main Contact  
Group Name and Dates of Event  
Onsite Contact Name of Group  
Four Points Eastlake | 35000 Curtis Blvd, Eastlake, OH 44095 | 440-953-8000

## Deposits, Payments & Prices

All events must be paid for in advance. To secure dates, Corporate and Social Events require a \$300 deposit whereas Weddings require a \$2,000 deposit. Deposits will be applied to your final bill and are non-refundable. Hotel requires a credit card authorization form to remain on file for entire event. All balances within 14 days require method of payment in cash, credit card or cashiers check. No personal checks will be accepted.

Hotel does not extend Direct Billing Privileges for Catering Only Events.

All quoted prices are subject to change without notice and are only guaranteed at the time the banquet event order has been approved by both Client and Hotel. All catering charges must be applied to a master account; hotel does not take responsibility for collecting individual payment for catering events. Master account charges are subject to a 22% taxable service charge and applicable state sales tax.

# Hors d'Oeuvres

## Cold

*Minimum of 50 Pieces Each*

*Hummus & Pita Bread | \$3*

*Bruschetta | \$3*

*Caprese Skewers | \$3*

*Mini Croissants | \$4*

*Choose one: Chicken Salad, Tuna Salad, Egg Salad*

*Salami and Cream Cheese Bites \$2*

## Hot

*Minimum of 50 Pieces Each*

*Spinach Dip and Pumpernickel Bread | \$3*

*Meatballs | \$3*

*Choose one: Swedish, Marinara, BBQ*

*Dumplings | \$3*

*Choose one: Pierogis, Pot Stickers, Ravioli*

*Jumbo Wings | \$2*

*Choose one: Mild, Buffalo, Hot*

*Chicken Tenders | \$2*

*Chicken or Beef Satay | \$3*

*Mini Beef Wellington | \$4*

*Bacon Wrapped Scallops | \$7*

*Mini Crab Cakes | \$4*

*Stuffed Baby Bella Mushrooms | \$4*

*Choose one: Spinach & Feta Cheese, Sausage, Seafood,  
Boursin Cheese, Bacon & Cheddar Cheese*



## Displays

*Garden Crudités Display | \$200*

*An Elegant Display of Fresh Seasonal Vegetables with Two Dips (Serves 50 people)*

*Fruit & Berries Display | \$250*

*Freshly Sliced and Whole Seasonal Fruit and Berries with a Fruit Dip (Serves 50 people)*

*Cheese and Cracker Board | \$250*

*Domestic and International Cheeses Garnished with Assorted Gourmet Crackers (Serves 50 people)*

*Antipasti Display | \$425*

*Cured Meats, Olives, Peperoncini, Artichoke Hearts, Various Italian Cheeses with Crostini and Ciabatta Breads (Serves 50 people)*

All prices are subject to 22% taxable service charge and applicable state sales tax and are subject to change

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# *Cocktail Hour*

*1 Hour of Unlimited Appetizers service  
Included Italian Pasta Salad, Cajun Potato Salad  
Garden Crudites Display  
Spinach Dip and Breads*

*Champagne \$10.00 Per Person                      Crystal \$12.00 Per Person  
Choose of (2) Hot Apps (2) Colds      Choose of (3) Hot Apps (3) Cold*

## *Cold*

*Hummus & Pita Bread*

*Mini Croissants*

*Choose one: Chicken Salad, Tuna Salad, Egg salad*

*Bruschetta*

*Caprese Skewers*

*Tortellini Skewers*

## *Hot*

*Swedish Meatballs*

*Dumplings*

*Choose One: Pierogis, Toasted Ravioli*

*Wings*

*Chose One: Mild, Buffalo, BBQ*

*Chicken Tenders*

*Stuffed Mushrooms*

*Mini Crab Cakes*

# Plated Dinners

## Entrées

*Creamy Mushroom Ravioli* | \$32

*Butternut Squash Ravioli* | \$32

*Blackened Salmon* | \$38

*Stuffed Chicken Breast* | \$38

*Maple Glazed Pork Chop* | \$38

*Top Sirloin with Pan Jus* | \$42

*Slow Roasted Prime Rib Au Jus* | \$42

*Chicken Francese with white wine Lemon Sauce* \$33

*Chicken Marsala with a creamery Marsala Mushroom Sauce* \$33

*Beef Tenderloin With a Red wine Sauce* \$40

## Plated Combination Entrees

Beef Tenderloin and Chicken

\$47.00

Beef Tenderloin and Salmon \$

47.00

Beef Tenderloin and Stuffed Shrimp Scampi

\$47.00

*All Dinners Include the Following...*

*Salad, Rolls and Butter, Beverage Station (Coffee, Decaf, Hot Teas, Iced Tea)*

*In-House Selection of White or Black Table Linen and Napkins.*

# *All Plated Entrées Included*

*Salad, Rolls and Butter, Beverage Station (Coffee, Decaf, Hot Teas, Iced Tea)*

## *Choose One Starch and One Vegetable*

*Roasted Redskin Potatoes*

*Southern Style Green beans with Bacon and Butter*

*Scalloped Potatoes*

*Mac & Cheese*

*Steamed Broccoli*

*Glazed Baby Carrots*

*Roasted Zucchini and Squash*

*Balsamic Brussel Spouts*

# Buffet Dinner

## *The Eastlake Buffet*

*\$42 for 2 Entrées | \$47 for 3 Entrées*

*Chicken Francese*

*Chicken Marsala*

*Asian Glazed Salmon*

*Pulled Pork Brisket*

*Citrus Herbed Chicken*

*Herb Crusted Pork Loin*

*Grilled Chicken Bruschetta*

## *Choose one Pasta*

*Ravioli (Four Cheese, Butternut Squash, Spinach and Cheese)*

*Lasagna (Five Cheese, Vegetable, or Beef)*

*Penne Pasta and Meat Sauce topped with Italian Cheeses*

## *Sides/ Choose One Starch and One Vegetable*

*Roasted Redskin Potatoes*

*Balsamic Glazed Brussel Spouts*

*Scalloped Potatoes*

*Creamy Coleslaw*

*Steamed Broccoli*

*Glazed Baby Carrots*

*Roasted Zucchini and Squash*

*Mac & Cheese*

*Southern Style Green Beans with Bacon and Butter*

## *All Dinners Include the Following...*

*Mixed Green Salad, Rolls and Butter, Beverage Station (Coffee, Decaf, Hot Teas, Iced Tea)*

*In-House Selection of White or Black Table Linen and Napkins.*

# *Special Considerations*

## *Children's Meals | \$23*

*Ages 10 and Younger*

*Choose One For All Children*

*Hamburger*

*Grilled Cheese*

*Chicken Fingers*

*Macaroni and Cheese*

*Served with Choice of French Fries or Fruit Bowl*

## *Vegetarian, Vegan or Gluten Free*

*Chef's Selection Plated Entrée Based upon Request Meal*

## *Pasta | \$2*

*Served Family Style, garnished with Parmesan Cheese*

*Choose One*

*Cavatelli or Rigatoni with Marinara Sauce*

*Specialty Pastas (additional charge)*



# Enhancements

## Linen Upgrades

*Chair Cover Package (Traditional or Spandex Covers) (Colored Sashes) | Starting \$6 each*

*Floor Length Tablecloths (Black, Ivory and White) | Starting at \$16 each*

*Floor Length Tablecloths (Prints, Sheers, Pintucks, etc.) | Starting at \$22 each*

## Dance Floor | \$500

*Up to 21' x 21' Size Dance Floor*

## Desserts

*Cake Cutting Service | \$3 per person*

*Assorted Mini Pastries | \$3 per person*

## Late Night Snacks

*Minimum of 50 guests each and Served No Later than 11pm*

*Fiesta Break | \$7 per person*

*Home Run | \$8 per person*

*The Cookie Jar | \$9 Per Person*

## Lighting

*Uplighting Package | Starting at \$400*

# Hosted Bar Packages

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## Hosted Bars Include:

\$250 ++ Per Bartender fee for bar services

### Beers

Domestic Beers (Choose two)

Coors Light, Miller Lite, Bud Light, Budweiser

Craft & Imported Beer (Choose two)

Corona, Corona Light, Labatt Blue, Heineken, Great Lakes Brewery, Samuel Adams

### Wine

Chardonnay, Pinot Grigio, Merlot and Cabernet Sauvignon

Full Bars Also Includes:

Bartenders, Bar Washes and Juices, Garnished Fruits

### Ruby Liquors

Smirnoff, La Prima, Bacardi Superior, Canadian Club, Jim Beam, Beekeeper and Old Smuggler

### Emerald Liquors

Absolut, Jose Cuervo Gold, Captain Morgan, Jack Daniels, Bulleit Bourbon, Tanqueray, Dewar's White Label

## 4 Hour Hosted Bars

Beer & Wine | \$22 per person +\$5per extra hour(s)

Ruby Brands Bar | \$30 per person +\$7 per extra hour(s)

Emerald Brands Bar | \$35 per person +\$8 per extra hour(s)

## Special Requests

Martini Bar | \$7 per drink

Mimosas or Bloody Mary's | \$7 per drink or \$62 per gallon

Champagne Toasts | \$3 per person

Champagne Bar | \$8 per person

House Champagne with Sugar Rimmed Glasses with Assorted Fruit and Syrups

# Wines

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## By the bottle

· House Exclusive

<sup>1</sup> Restaurant Exclusive

### White

<sup>1</sup> Canyon Road, Chardonnay (California) | \$25

<sup>1</sup> Canyon Road, Pinot Grigio (California) | \$25

<sup>1</sup> Canyon Road, Sauvignon Blanc (California) | \$25

Magnolia Grove, Chardonnay (California) | \$23

<sup>1</sup> Ecco Domani, Pinot Grigio (Italy) | \$30

<sup>1</sup> Maso Canali, Select Pinot Grigio (Italia) | \$46

Firelands Winery, Riesling (Ohio) | \$40

Firelands Winery, Gewurztraminer (Ohio) | \$40

### Red

<sup>1</sup> Canyon Road, Merlot (California) | \$25

<sup>1</sup> Canyon Road, Cabernet Sauvignon (California) | \$25

Magnolia Grove, Cabernet Sauvignon (California) | \$23

Firelands Winery, Merlot (Ohio) | \$40

Firelands Winery, Cabernet Sauvignon (Ohio) | \$40

<sup>1</sup> Ecco Domani, Merlot (Italy) | \$30

El Portillo, Malbec (Argentina) | \$34

<sup>1</sup> Gabrielle Collection, Vertex Red Curve (Napa Valley) | \$56

<sup>1</sup> MacMurray, Pinot Noir (Russian River, Sonoma) | \$63

Gallo Signature Series, Dry Creek Valley Zinfandel (Napa Valley) | \$140

### Specialty

<sup>1</sup> Wycliff Brut | \$19

Firelands Winery, Brut Champagne (Ohio) | \$40

Firelands Winery, Riesling Champagne (Ohio) | \$40

Firelands Winery, Ice Wine (Ohio) | \$92

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# *The Morning After*

## Breakfast Buffets

Served with Assorted Juices, Freshly Brewed Coffee, Decaffeinated, & Assorted & Assorted Hot Teas. Minimum of 25 People Served for 1 1/2 Hours

### The Classic Breakfast

Fresh Seasonal Display Assorted Muffins, Croissants, Hard Boiled Egg, Fresh Bagels with cream cheese and assorted Jellies .....\$13.95 Per person

### The Perfect Breakfast

Fresh Seasonal Display of Fruit and Assorted Individual Yogurts, Hot items: Fluffy Scrambled Eggs, Crisp Bacon, Sausage and Breakfast Potatoes, Muffins and Bagels with Cream Cheese and Assorted Jellies...\$16.95 Per Person

### Breakfast Blend

Fresh Seasonal Display of Fruit assorted individual yogurts, Cold Cereals with milk, Hot Items: Fluffy Scrambled Eggs, Crisp Bacon Sausage and Breakfast Potatoes Mini Pancakes or French Toast with Syrup Along with Bagels with Cream Cheese and assorted jellies .....\$17.95 Per Person.

### Four Points Brunch

Fresh Seasonal Display of Fruit, Hot Items: Fluffy Scrambled Eggs, Crisp Bacon, Sausage, Breakfast Potatoes, Vegetable Medley, Pasta with Sauce Honey Crackling Chicken, Assorted individual yogurts, Cereals Along with Bagels with Cream Cheese and Assorted Jellies.....\$29.00 Per person