



**CROWNE PLAZA®**

HOTELS & RESORTS

AN IHG® HOTEL

# Banquet Menu

CATERING MENU

# THANK YOU FOR CONSIDERING CROWNE PLAZA VENTURA BEACH



Our dedicated Crowne Meetings Director and Catering Sales Team is on call to ensure the success of your next event. Whether you are planning a board meeting, conference, business lunch or social gathering, we are here to assist. Please feel free to contact our staff with any questions. We look forward to serving you.

Yours in hospitality,  
**Sales & Catering Team**



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[cpventura.com](http://cpventura.com)

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22% Taxable service charge and 7.75% sales tax will apply to all food and non-liquor beverage. Tax and service charge subject to change.  
All menu listings are charged per person

# CONTINENTAL & PLATED BREAKFASTS



Plated Breakfasts include: Chilled Juices, Regular and Decaffeinated Coffee with a selection of Herbal Teas.

Service 25 Guest Minimum or \$150.00 Service Fee will apply.

## CONTINENTAL BREAKFASTS

### AM CONTINENTAL BREAKFAST \$23pp

fresh morning pastries served with fruit preserves and butter

### DELUXE CONTINENTAL \$27pp

fresh morning pastries served with fruit preserves and butter  
fresh seasonal sliced fruits and berries

## ENHANCEMENTS

### OMELET STATION \$12pp

made to order omelets prepared with ham, bacon, sausage, cheese, mushrooms, peppers, onions, tomatoes and salsa

\*attendant \$150 required

### old fashioned oatmeal \$8pp

served with brown sugar and cream

### breakfast sandwich \$10pp

### breakfast burrito \$10pp

## PLATED BREAKFASTS

### SIMPLY AM \$24

brioche French toast served with warm maple syrup, butter, whipped cream and breakfast sausage

### ON THE RISE \$26

scrambled eggs, roasted breakfast potatoes  
choice of one:

applewood smoked bacon or  
country style sausage

### CALIFORNIA BREAKFAST \$30

granola and berry parfait served in a martini glass

chorizo scrambled eggs topped with queso fresco served with a grilled tomato roasted breakfast potatoes

# BREAKFAST BUFFETS



Breakfast Buffets include: Pastries, Muffins, Chilled Juices, Regular and Decaffeinated Coffee with a selection of Herbal Teas.

Based on (1) Hour of Service. 25 Guest Minimum or a \$150.00 Service Fee will apply.

## WAKE UP BUFFET **\$31**

display of seasonal sliced fresh fruits and berries

homemade granola served with milk

fluffy scrambled eggs

roasted breakfast potatoes

applewood smoked bacon and pork sausage

## GOOD DAY SUNSHINE **\$35**

display of seasonal sliced fresh fruits and berries

brioche french toast served with warm maple syrup

fluffy scrambled eggs

steel cut oatmeal

roasted breakfast potatoes

applewood smoked bacon and pork sausage

## HEALTHY START **\$39**

display of seasonal sliced fresh fruits and berries

new york style bagels served with light cream cheese, butter and preserves

hard boiled eggs

scrambled egg whites

breakfast quiche

roasted red bliss potatoes

pork sausage

selection of cold cereals

homemade granola and oatmeal

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# À LA CARTE

seasonal whole fruits orange, banana, granny and red delicious apples	\$3 each	fresh baked assorted cookies	\$39 per dozen
regular & low-fat individual yogurts	\$3 each	soft pretzels Served with deli mustard and cheese sauce	\$48 per dozen
assorted Individual granola bars	\$3 each	individual bag potato chips	\$36 per dozen
low fat yogurt, granola and berry parfait	\$7 each	assorted individual candy bars, energy bars or granola bars	\$36 per dozen
diced fruit cups	\$7 each	individual bag popcorn	\$36 per dozen
assorted individual cold cereal served with whole and 2% milk	\$36 per dozen	individual bag mixed nuts	\$28 per dozen
hard boiled eggs	\$36 per dozen		
breakfast quiche choice of florentine cheddar, chorizo cheddar, ham and swiss	\$60 per dozen		
assorted muffins served with butter and preserves	\$36 per dozen	regular & decaffeinated coffee	\$65 per gallon
buttermilk biscuits served with country gravy	\$42 per dozen	starbucks regular & decaffeinated coffee	\$85 per gallon
		selection of herbal hot tea	\$50 per gallon
		assorted coca-cola brand soft drinks	\$3 each
		bottled water	\$3 each
		sparkling bottled water	\$4 each
		iced tea	\$50 per gallon
		lemonade	\$45 per gallon
		fruit infused water	\$45 per gallon
		starbucks coffee drinks	\$6 each
biscotti	\$36 per dozen		
scones	\$40 per dozen		
assorted donuts	\$36 per dozen		
cinnamon buns	\$36 per dozen		
assorted breakfast breads	\$36 per dozen		
croissants served with butter and preserves	\$42 per dozen		
new york style bagels served with cream cheese, butter and preserves	\$42 per dozen		
brownies, blondies or lemon bars	\$36 per dozen		
ice cream bars	\$60 per dozen		



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# THEMED BREAKS



## AFTERNOON TEA \$17

assorted finger sandwiches  
sweet breads  
scones served with homemade jams,  
preserves and honey  
specialty hot teas

## HOME RUN \$20

jumbo soft pretzels with spicy dijon  
mustard  
mini corn dogs with condiments  
cracker jack popcorn bags  
assorted candy bars  
assorted soft drinks  
bottled waters

## FITNESS \$19

assorted whole fruits  
assorted yogurts  
granola bars  
smart water  
assorted hot teas  
bottled juices

## FIESTA \$19

nachos served with cheese sauce,  
jalapenos, salsas and guacamole  
assorted soft drinks  
bottled waters

## HIGH ENERGY \$19

energy bars  
blonde brownies  
energy drinks  
starbucks double shots  
assorted soft drinks  
bottled waters

## THE KID IN ALL OF US \$21

assorted cookies  
brownies  
blondies  
lemon bars  
assorted soft drinks  
bottled waters

## THE DONUT BAR \$21

assorted donuts  
bottled water  
low fat and regular milk  
chocolate milk

## ENHANCEMENTS

coffee station \$7pp

Starbucks station \$9pp

*\*breaks are for 30 minutes of service*

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# MEETING PACKAGES

## **SILVER MEETING PACKAGE**

**\$38 per person-minimum 15 guests**

### **DELUXE CONTINENTAL BREAKFAST**

fresh morning pastries  
fresh seasonal sliced fruits and berries  
fresh baked breakfast breads and  
muffins served with fruit preserves and butter  
assorted juices  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **MID MORNING BREAK**

assorted granola bars  
assorted soft drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **AFTERNOON BREAK**

homemade cookies and brownies  
energy bars  
candy bars  
assorted soft drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

## **GOLD MEETING PACKAGE**

**\$69 per person-minimum 15 guests**

### **DELUXE CONTINENTAL BREAKFAST**

fresh morning pastries  
fresh seasonal sliced fruits and berries  
fresh baked breakfast breads and  
muffins served with fruit preserves  
and butter  
assorted juices  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **MID MORNING BREAK**

assorted granola bars  
assorted soft drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **CHOICE OF COLD LUNCH BUFFET**

*(see cold lunch buffet section)*

### **SALAD BAR BUFFET**

**Or**

### **WALL STREET DELI BUFFET**

### **AFTERNOON BREAK**

homemade cookies and brownies  
assorted energy bars  
candy bars  
assorted soft drinks  
energy drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas



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# MEETING PACKAGES

## PLATINUM MEETING PACKAGE

**\$80 per person-minimum 15 guests**

### **WAKE UP BREAKFAST BUFFET**

fresh morning pastries  
fresh seasonal sliced fruits and berries  
homemade granola served with milk  
fluffy scrambled eggs  
roasted breakfast potatoes  
applewood smoked bacon and  
pork sausage  
assorted juices  
fresh brewed regular and decaffeinated  
coffee  
assorted hot teas

### **MID MORNING BREAK**

assorted granola bars  
assorted soft drinks and bottled water  
fresh brewed regular and decaffeinated  
coffee  
assorted hot teas

### **CHOICE OF HOT LUNCH BUFFET**

*(see hot lunch buffet section)*

### **LITTLE ITALY BUFFET**

### **FAJITA BUFFET**

**OR**

### **SOUTHERN BBQ BUFFET**

### **AFTERNOON BREAK**

homemade cookies and brownies  
assorted energy bars  
candy bars  
assorted soft drinks  
energy drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

## THE BEVERAGE PACKAGE

**\$20 ALL DAY / \$12 HALF DAY**

### **MORNING START**

fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **MID-MORNING START**

assorted soft drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas

### **AFTERNOON REFRESH**

assorted soft drinks  
energy drinks  
bottled water  
fresh brewed regular and  
decaffeinated coffee  
assorted hot teas



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# PLATED LUNCHES

All Entrées include: Regular and Decaffeinated Coffee with a selection of Herbal Teas or Iced Tea and Fresh Rolls

## COLD PLATED LUNCH

*(no dessert)*

### CAESAR SALAD \$28

romaine lettuce, parmesan and croutons served with homemade dressing

add grilled chicken \$2

### CHICKEN FIESTA SALAD \$28

romaine lettuce, sliced grilled chicken breast, black bean and corn salad cheddar cheese, black olives, green onions, crispy tortillas chips served with chipotle ranch dressing

### COBB SALAD \$30

romaine lettuce, rotisserie chicken, bacon, tomatoes, avocado, hard boiled eggs, green onions and crumbled bleu cheese served with homemade ranch and italian dressing

### CROISSANT TURKEY CLUB \$28

pesto mayonnaise, bacon, lettuce, tomato served with potato salad & fresh seasonal fruits

### GRILLED CHICKEN SANDWICH \$28

grilled chicken, lettuce, tomatoes, avocado and Swiss cheese served with potato salad and fresh seasonal fruits

## HOT PLATED LUNCHES

### SELECT ONE SALAD

#### CAESAR SALAD

romaine lettuce, parmesan and croutons served with homemade caesar dressing

#### CALIFORNIA MIXED GREEN SALAD

lettuce with shaved vegetables topped with croutons with choice of dressing

### ENTRÉES

#### PORTOBELLO RAVIOLI \$32

portobello ravioli served with herbs in a white wine cream sauce

#### LEMON GARLIC ROASTED CHICKEN \$34

in a thyme au jus served with steamed rice and fresh vegetables

#### ADOBO ROASTED SALMON \$36

herb marinated salmon grilled and served in a citrus butter sauce on a bed of steamed rice and fresh vegetables

#### BBQ TRI-TIP \$35

slow roasted tri-tip smothered with barbecue sauce served with mashed potatoes and fresh vegetables

#### LONDON BROIL \$38

thin sliced beef marinated in fresh herbs and bordelaise sauce served with roasted fingerling potatoes and fresh vegetables

### SELECT ONE DESSERT

#### CARROT CAKE

three layers of delicious moist cake finished with real cream cheese

#### RED VELVET CAKE

southern classic with real cream cheese dressing

#### CHEESECAKE BRULEE

hand fired and mirrored with burnt caramel



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# LUNCH BUFFET

All Entrées include: Regular and Decaffeinated Coffee with a selection of Herbal Teas or Iced Tea and Fresh Rolls

Based on 90 minutes of service. 25 Guest Minimum or a \$150.00 Service Fee will apply.

## **SOUTHERN BARBECUE** **\$38**

california salad tossed with tomatoes, cucumbers, carrots, olives, chickpeas, croutons with Italian and ranch dressings  
red skin potato salad  
macaroni salad  
BBQ chicken breast  
BBQ pulled pork  
cajun spiced potato wedges  
corn on the cob  
cornbread & sweet cream butter  
warm peach cobbler

## **LITTLE ITALY** **\$39**

caesar salad  
antipasto display with imported cheeses domestic cheeses and marinated olives  
artichoke salad  
tomato basil salad  
chicken marsala  
penne served with bolognese sauce  
farfalle pasta served with pesto, sun-dried tomatoes and pine nuts  
Roasted Italian vegetables  
garlic bread  
tiramisu cake

## **FRONTERA** **\$37**

mixed greens with chipotle ranch dressing  
mexican cabbage salad  
sliced fresh fruits  
beef and chicken fajitas with julienne peppers, onions and fresh cilantro  
refried beans  
spanish rice  
warm flour tortillas and corn tortillas  
fresh roasted tomato salsa and guacamole  
chef's assorted dessert selection

## **SALAD BAR BUFFET** **\$32**

California wild greens  
tuna salad  
chicken salad  
pasta salad  
à la carte toppers: artichoke hearts, beets, broccoli, chopped bacon, croutons, cucumbers, hard boiled eggs, olives, onions, peppers, radishes, shredded carrots and tomatoes  
Served with balsamic vinaigrette and ranch dressing  
fresh seasonal fruits and berries

## **WALL STREET DELI** **\$32**

soup du jour  
baby greens served with Danish bleu cheese dressing and Italian dressing  
vegetable crudité platter  
deli platter: roast beef, honey baked ham, mesquite smoked turkey  
condiments: provolone, swiss and cheddar cheeses, lettuce, tomato, red onion, mayonnaise and mustard  
assorted breads and rolls  
chef's assorted dessert selection

## **OCEAN BREEZE BUFFET** **\$46**

### **CHOICE OF TWO SALADS:**

-caesar Salad  
-potato Salad  
-pasta Salad

### **CHOICE OF TWO ENTREES:**

-grilled chicken with choice of thyme cream sauce, arugula pesto cream sauce or chipotle cream sauce  
-tri-tip in a mushroom ragoût demi glaze  
-Campbell River salmon with capers and lemon  
-baked cheese manicotti with tomato basil sauce  
-portobello mushroom with parmesan cream sauce

### **CHOICE OF 1 STARCH:**

-rice pilaf  
-garlic whipped potatoes

seasonal vegetables  
chef's assorted dessert selection



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# PLATED DINNERS

All Entrées include: Regular and Decaffeinated Coffee with a selection of Herbal Teas or Iced Tea and Fresh Rolls

## SELECT ONE SALAD

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### CAESAR SALAD

romaine lettuce, parmesan and croutons served with homemade dressing

### STRAWBERRY SALAD

baby spinach salad with candied pecans, feta cheese, red onions and served with a strawberry aigrette

### CALIFORNIA MIXED GREEN SALAD

lettuce with shaved vegetables topped with croutons with choice of dressing

## ENTRÉES

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### CHICKEN AMERICANA \$39

choice of sauces: vegetable crudo sauce, mushroom marsala sauce or lemon garlic cream sauce served with creamy mashed potatoes and fresh vegetables

### VEGETABLE NAPOLEAN \$39

portobello mushroom topped with layers of grilled vegetables on a risotto cake finished with balsamic vinaigrette

### PORTOBELLO RAVIOLI \$38

portobello ravioli served with herbs in a white wine cream sauce

### NEW YORK STEAK \$51

finished with a brandy peppercorn sauce served with roasted rosemary potatoes and fresh vegetables

### CAMPBELL RIVER SALMON \$47

finished with an umami miso glaze sauce served on a bed of rice fresh vegetables

### COCONUT CRUSTED LOCAL COD \$47

served in a pineapple-ginger relish with jasmine rice and fresh vegetables

### STUFFED CHICKEN BREAST \$46

chicken breast stuffed with herbs, ricotta cheese and prosciutto in a lemon cream sauce served with whipped mashed potatoes and fresh vegetables

### FILET MIGNON \$64

finished in a maytag bleu cheese demi glaze served with garlic mashed potatoes fresh vegetables

## SELECT ONE DESSERT

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### RUSTIC APPLE TART

With caramel sauce and Chantilly cream

### CARROT CAKE

three layers of delicious moist cake finished with real cream cheese dressing

### CHEESECAKE BRULEE

hand fired and mirrored with burnt caramel

### RED VELVET CAKE

southern classic with real cream cheese dressing

### CHOCOLATE MOSAIC CAKE

Chocolate sponge cake layered chocolate cheesecake with elegant chocolate ganache



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# DINNER BUFFETS

All Entrées include: Regular and Decaffeinated Coffee with a selection of Herbal Teas or Iced Tea and Fresh Rolls

Based on 90 minutes of service. 25 Guest Minimum or \$150.00 Service Fee will apply.

## OCEAN BREEZE BUFFET \$77

### CHOICE OF THREE SALADS:

- caesar salad
- wedge salad
- potato salad
- pasta salad

### CHOICE OF THREE ENTRÉES:

- grilled chicken with a choice of: thyme Jus, arugula cream sauce or chipotle cream sauce
- tri-tip in a mushroom ragoût demi glaze
- bourbon glaze pork loin herb
- Campbell River salmon with capers and lemon
- baked cheese manicotti with tomato basil sauce
- portobello mushroom with parmesan cream sauce

### CHOICE OF 1 STARCH:

- rice pilaf
- garlic whipped potatoes

seasonal vegetables

chef's assorted dessert selection

## COUNTRY WESTERN BARBECUE \$70

tossed green salad  
red skin potato salad and coleslaw  
watermelon tray  
country fried chicken  
mesquite barbecue baby back ribs  
Santa Maria style beans  
corn on the cob  
baked potatoes and cornbread  
chef's assorted dessert selection including warm apple cobbler

## SOUTH OF THE BORDER \$68

caesar salad and southwestern pasta salad  
roma tomato and red onion cilantro salad  
chorizo stuffed chicken breast in a chipotle cream sauce  
carne asada with grilled onions  
warm tortillas, green onions, fresh salsa and cheese  
charro beans and spanish rice  
chef's assorted dessert selection

## THE PACIFIC RIM \$75

mixed greens with honey mustard or strawberry vinaigrette dressings  
napa cabbage salad  
pineapple coleslaw  
fresh fruits display  
kona coffee braised beef short ribs  
coconut encrusted yellowtail  
steamed rice  
stir fry vegetables  
hawaiian sweet rolls and creamy butter  
pineapple cake  
passionfruit cheesecake



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# HORS D'OEUVRES

## **\$180 PER 50 PIECES OF ONE SELECTION**

vegetable thai spring roll served with sweet garlic chili dipping sauce

chicken pot stickers served with ginger garlic dipping sauce

beef satay skewers served with teriyaki sauce

chicken satay skewers with peanut sauce

tomato bruschetta and fresh mozzarella served on a ciabatta crostini

## **\$195 PER 50 PIECES OF ONE SELECTION**

antipasto skewer-mozzarella, tomato, kalamata olive drizzled with olive oil

prosciutto wrapped melon

blanched asparagus wrapped in prosciutto

chicken calzone-puff pastry filled with chicken, mozzarella and parmesan cheese

beef empanada-puff pastry with beef, onions and peppers

phyllo triangles filled with spinach and feta cheese

## **SEAFOOD DISPLAYS - SERVES 50 GUESTS**

**CHILLED GULF SHRIMP** \$450  
served with cocktail and remoulade sauce

**CHILLED SNOW CRAB CLAWS** \$475  
served with cocktail and horseradish sauce

**OYSTERS ON THE HALF SHELL** \$450  
served with sliced lemon and cocktail sauce

## **\$320 PER 50 PIECES OF ONE SELECTION**

shrimp gazpacho shooters-grilled shrimp served in a shot glass with a chilled spicy tomato gazpacho

coconut fried shrimp served with an orange sauce

shrimp wrapped in bacon served with a barbecue sauce

petite crab cakes topped with chipotle aioli

mini beef wellington

grilled beef tenderloin brochette with a brandy cream sauce

## **SPECIALTY DISPLAYS-SERVES 50 GUESTS**

**VEGETABLE CRUDITE** \$350  
an array of crisp garden vegetables with ranch dip

**SEASONAL FRESH FRUIT DISPLAY** \$375  
an artful assortment of seasonal melon, pineapple, grapes, berries

**CHEESE DISPLAY** \$475  
domestic and imported cheeses, garnished with dried fruits, nuts and, gourmet crackers

**ANTIPASTO PLATTER** \$475  
cured and smoked meats, italian cheeses, kalamata olives, roma tomatoes, marinated mushrooms, artichoke hearts served with breadsticks



# ACTION STATIONS

One Attendant per 100 Attendees is required at \$150.00 per Attendant.

All Carving Stations, include warm Dinner Rolls and appropriate Condiments. Each Carving Block selection, serves approximately 50 people.

## CLAM BAKE \$650

clams, mussels, sausage, corn on the cob, red potatoes

## ROASTED PRIME RIB \$625

served with creamed horseradish sauce and au jus

## ROASTED SAGE TURKEY BREAST \$400

served with cranberry sauce and sage gravy

## STREET TACO BAR \$650

grilled chicken and carne asada, fire roasted tomato salsa, tomatillo salsa, cilantro, onions guacamole, limes, corn, flour tortillas

## PASTA STATION \$600

farfalle and penne pasta served with marinara, pesto, alfredo sauces  
à la carte items: tomatoes, peppers, mushrooms, artichoke hearts, grilled chicken, olives, garlic bread

## RAW BAR MARKET PRICE

oysters on the half shell, crab claws, peeled shrimp, california rolls, crab rolls with shrimp, salmon, tuna sashimi

## ENHANCEMENTS

(1) Attendant per 100 Attendee is required @ \$150.00 per Attendant.

### The Wedge Bar \$15

iceberg lettuce, cherry tomatoes, shaved red onions, chopped bacon, croutons, Danish blue cheese with choice of two dressings

### seasonal vegetables \$8pp

mashed potatoes, rice or oven roasted potatoes \$8pp

## FAJITA STATION \$35

grilled adobo steak with onion and sweet peppers, ancho chile chicken served with pico de gallo, cheddar jack cheese sour cream, cilantro, warm tortillas

## DESSERT STATIONS

assorted cake pops \$60 per dozen

assorted cupcakes \$65 per dozen

assorted dessert display \$18pp  
assorted chef's choice desserts

### Crepe Station \$16pp

sliced bananas, toasted pecans, chocolate sauce, cherries, fresh berries, whip cream



# BANQUET BEVERAGES

There is a \$150 bartender fee that will be applied per bartender. It is recommended one bartender per every 100 guests.

## BAR PRICING

PREMIUM LIQUOR  
 TOP SHELF LIQUOR  
 LUXURY LIQUOR  
 CORDIALS & LIQUORS  
 DOMESTIC BEER  
 IMPORTED & CRAFT BEERS  
 HOUSE WINE  
 SOFT DRINKS, BOTTLED WATERS & JUICES

## HOST

\$9  
 \$10  
 \$11  
 \$10  
 \$6  
 \$7  
 \$8  
 \$3

## CASH

\$10  
 \$11  
 \$12  
 \$11  
 \$7  
 \$8  
 \$9  
 \$4

## HOSTED BAR PRICING

TWO HOURS  
 THREE HOURS  
 FOUR HOURS  
 FIVE HOURS

## BEER/WINE

\$20  
 \$29  
 \$38  
 \$47

## PREMIUM

\$28  
 \$37  
 \$46  
 \$55

## TOP SHELF

\$32  
 \$43  
 \$54  
 \$65

## LUXURY

\$44  
 \$61  
 \$78  
 \$95

### PREMIUM LIQUORS

pinnacle vodka, beefeater gin, cruzan rum, canadian club whiskey, christian brothers, johnny walker red, el charro 100% blue agave tequila, jim beam

### TOP SHELF LIQUORS

absolut vodka, tanqueray gin, bacardi silver rum, corralejo silver tequila, hennessy vs, dewars white label, jack daniels, captain morgan

### LUXURY LIQUORS

grey goose, bacardi superior rum, bombay sapphire, knob creek, hennessy vsop, patron silver, johnny walker black, crown royal

*\*all hosted bar packages include domestic and imported beer, house wine & assorted soft drinks*

*\*all guests 20 years and under are half price on hosted packages*



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# HOTEL POLICIES

**No personal outside food or beverage will be allowed in the banquet room.**

**Outside catering is permitted with \$35++ per person fee and room rental. The outside caterer must be licensed and insured and provide proof of insurance with Crowne Plaza Ventura Beach listed as an additional insured within 30 days of the event. If there are additional needs such as chaffers, serving utensils or additional items from the hotel there may be an additional charge. Please contact the Catering Department for additional details.**

**Corkage for wine or champagne is \$25++ per bottle and must be delivered 1-2 days prior to event. A deposit will be taken for total bottles counted at time of delivery. All bottles that are not opened will not be charged and returned. If a bottle is open it can not be returned and will be charged for corkage.**

**Any linens or table décor that are provided by the event planner must be delivered as agreed and/or a minimum of 2 days prior to the event. If a setup is scheduled and the items are not available to complete the setup as agreed, a \$500 re-set fee will be charged.**

**Candles are prohibited in the banquet rooms. Battery operated votives are allowed.**

**Setup time is limited to 2 hours prior to the event. Additional time must be approved by the Catering Department.**

**All items must be removed after the event. Any items left, will be assumed discarded and will not be retained and the hotel will not be responsible for any items left.**

**Additional clean up of items left, such as glitter or confetti that requires additional labor, will be charged a \$500 clean up fee.**



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