

CATERING MENU



AMBASSADOR
HOTEL COLLECTION®

♦ WICHITA ♦



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25% Taxable service charge, 9.5% food sales tax and 10% sales tax on beverage items will be added. All menus and prices are subject to change.

*Chef attendant fee of \$175 will be charged for each action station.
Prices listed are per person unless otherwise noted.*



*Buffets require a 20-guest minimum.
Buffets with less than 20 guests will be charged a \$100+ fee.
All buffets will be available for one hour and must be ordered for full guest count.*

BREAKFAST BUFFETS

All prices per person

The Kansan \$48

Chicken Fried Chicken or Chicken Fried Steak | Scrambled Eggs
Breakfast Potatoes O'Brien | Fresh Baked Biscuits with Sausage Gravy

The Classic \$40

Scrambled Eggs | Fresh Seasonal Fruit | Freshly Baked Morning Pastries
Bacon or Sausage | Breakfast Potatoes O'Brien
Fresh Baked Biscuits with Sausage Gravy

Continental \$30

Freshly Baked Morning Pastries | Fresh Seasonal Fruit

On-the-go Breakfast \$29

ASSORTED WHOLE FRUIT

BREAKFAST SANDWICHES

Choose 2 variations

Bacon, Ham, or Sausage

Cheddar, Swiss, or Provolone

English Muffin, Biscuit, Croissant, or Wrap

BREAKFAST BURRITO

Scrambled Eggs | Cheddar Cheese | Peppers | Onions | Potatoes

Reserve Buffet \$38

Assorted Freshly Baked Pastries | Fresh Fruit Display
Scrambled Eggs | Sausage Links or Applewood Smoked Bacon
Greek Yogurt | Granola | Breakfast Potatoes

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BREAKFAST

All prices per person

Omelet Action Station \$13

Omelet or Eggs Cooked to Order
Cheddar Cheese | Swiss | Ham | Bacon | Onions
Peppers | Mushrooms | Tomatoes | Spinach

Benedict Action Station \$18

Smoked Salmon | Capicola | Italian Ham Tomato |
Basil Hollandaise | Spinach

Enhancements

Add an enhancement to any of the breakfast options

Assorted Muffins	\$50/dozen
Assorted Bagels	\$50/dozen
Assorted Danishes	\$50/dozen
Whole Fruit	\$4/piece
Greek Yogurt	\$4/each
Fresh Fruit Display	\$8/person
Brioche Baked French Toast	\$10/person
Biscuits and Gravy	\$12/person
Rolled Oatmeal	\$8/person
Breakfast Burrito	\$10/person
Ham, Egg, and Cheese Croissant	\$10/person
Bacon, Egg, and Cheese Biscuit	\$10/person
Vegetable Egg White Frittata	\$12/person
Scrambled Eggs	\$8/person
Bagel, Lox, Tomato, and Onion	\$15/person

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ALL PRICES PER PERSON



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• WICHITA •

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BREAKS

Specialty Popcorn \$12

Choose Two

Rosemary | Parmesan | Truffle
Hot Buttered | Black Pepper & Pecorino

Iced Cold Milk and Cookies \$18

Freshly Baked Cookies
Freshly Baked Brownies and Milk

Ballgame Break \$17

Mini Pretzel Bites | Nacho Cheese
Mustard | Buttered Popcorn

Movie Break \$18

Assorted Movie Theater Candy | Buttered Popcorn

The Mediterranean \$18

Olive Tapenade | Vegetable Crudité | House Made Hummus | Pita

Morning Energy \$20

Fresh Fruit Cup | Granola Bars | Citrus Infused Water | Seasonal Smoothies

High Energy \$25

Trail Mix | Kind Bars | Greek Yogurt | Beef Jerky
Red Bull | Assorted Pepsi Products | Premier Protein

Antioxidant \$25

Build Your Own Trail Mix Station

Dried Blueberry | Dried Cherries | Almonds
Walnuts | Flaxseed | Dark Chocolate

Antipasti \$35

Cured Meats | Cheeses | Marinated & Raw Vegetables
Assorted Breads & Crackers | Seasonal Mostarda
House Pickles | San Pellegrino | Aqua Panna

All Day Package \$50

Coffee, Iced Tea, and Water Stations for up to 8 hours)

CLASSIC CONTINENTAL

MID-MORNING REFRESH (30 minutes)

Choose Two

Whole Fruit | Assorted Granola Bars
Scones | Smoothies | Trail Mix

AFTERNOON REFRESH (30 minutes)

Choose Two

Freshly Baked Cookies | Brownies & Blondies
Popcorn | Mixed Roasted Nuts

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AL A CARTE

House-made Cookies \$32/dozen

Chocolate Chip | Peanut Butter | Oatmeal

House-made Specialty Brownies \$48/dozen

Chips, Salsa, and Guacamole \$150 (accommodate 10)

Kettle Chips and Onion Dip \$70 (accommodate 10)

Snack Attack \$8 (each on consumption)

Packaged Potato Chips | Candy Bars | Packaged Peanuts | Snider Pretzels

Hummus with Pita \$100 (accommodates 10)

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BEVERAGES

All drinks are charged on consumption

Standard Package \$6/each

Assorted Soft Drinks (Pepsi Products)
Bottled Water
Bottled Juices (Apple | Orange | Cranberry)

Premium Package \$8/each

Starbucks Iced Coffee | Red Bull | Hot Coffee
Assorted Soft Drinks (Pepsi Products)
San Pellegrino | Aqua Panna | Bottled Juices (Apple | Orange | Cranberry)

Beverages by the Gallon \$50/gallon

Iced Tea | Lemonade | Hot Chocolate
Specialty Non-alcoholic Punches

Freshly Brewed Coffee \$55/gallon

Infused Tea \$60/gallon

Peach | Raspberry

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LUNCH

All prices per person

DELI DISPLAY \$46

Includes fresh garden salad, pasta salad, kettle chips, and chef's choice of dessert

Pick Three Sandwich Options

Mesquite Turkey & White Cheddar

Turkey Breast | Aioli | Micro Greens | Roasted Red Pepper Pesto

Chicken Caprese

Chicken Breast | Mozzarella | Tomato | Basil
Micro Greens | Balsamic Vinegar

Italian Hero

Capicola Ham | Salami | Pepperoni | Burretta
Arugula | Tomato Confit | Basil Aioli

Caesar Wrap

Chicken Breast | Romaine | Tomato
Caesar Dressing | Tomato Basil Wrap

Vegetarian

Cucumber | Herbed Cream Cheese
Tomato | Zucchini | Field Greens

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LUNCH

All prices per person. Desserts are available for an additional \$9 per person. All salads and desserts are pre-set.

BUILD YOUR OWN LUNCH BUFFET

Pick One Entrée \$32 | Pick Two \$38 | Pick Three \$42

Your Choice of Salad

TRADITIONAL CAESAR

Shredded Parmesan | Croutons | Caesar Dressing

TOSCANA

Field Greens | Shaved Red Onion | Celery | Radish | Cherry Tomato |
Black Garlic Vinaigrette

SEASONAL SALAD

Special Salad Created by Siena's Chef

Cowboy Lunch

Meatloaf | Mashed Potatoes | Green Beans

Lighter Fares Salmon

Salmon | Risotto | Sautéed Greens

Lighter Fares Chicken

Grilled Chicken | Seasonal Vegetables | Roasted Potatoes

Italian Classico

Lasagna and House-made Focaccia Bread

Italian Parm

House Breaded Chicken Parmigiano | Spaghetti
House-made Focaccia Bread

Vegetarian

Seasonal Quinoa Bowl

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LUNCH

All prices per person.

LUNCH BUFFET

Served with fresh rolls, whipped butter, iced tea, and water.

Build Your Own Burger Bar \$29

House Grind Burger | Sesame Seed Brioche Buns | Lettuce
Tomato | Onions | House Pickles | Garlic Aioli | Mustard
White Cheddar | Chips
House Salad with Assorted Dressings

Taste of Italy \$38

Caesar Salad | Rigatoni with Pomodoro
Mini Meatballs | Seasonal Grilled Vegetables
Rosemary Roasted Potatoes

Build Your Own Salad \$30

Choose Eight

Eggs | Tomatoes | Cucumbers | Red Onion
Croutons | Parmigiana | Reggiano | Goat Cheese
Shredded Cabbage | Blue Cheese | Feta
Cheddar Cheese | Bacon Bits

Choose Two

Ranch | Blue Cheese | Balsamic | Caesar

Add Ons

Grilled Shrimp \$12/person
Peppercorn Crusted Turkey \$8/person
Grilled Salmon \$12/person
Smoked Chicken \$8/person
Grilled Hangar Steak \$8/person

Choice of Dessert

Freshly Baked Brownies or Blondies

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LUNCH

All prices per person.

LUNCH BUFFET

Served with fresh rolls, whipped butter, iced tea, and water.

Mediterranean Gyro Buffet \$38

Grilled Chicken | Falafel | Fresh Pita | Pickled Shallots | Labneh
Cucumbers | Lemon | Garlic Tahini Sauce | Hummus | Pita

Comfort Lunch \$40

Meatloaf | Yukon Mashed Potatoes | Carrots
Green Beans | Garden Salad | Fruit Cobbler

All American Lunch \$38

Green Salad with Vinaigrette | Pasta Salad
Assorted Grilled Cheese | Tomato Bisque | Chef's Choice of Dessert

Backyard BBQ \$45

Choose Two

Smoked Brisket | Chicken
Pulled Pork | Assorted Smoked Sausages

Cole Slaw | Baked Beans | Potato Salad
Corn Bread | Assorted BBQ Sauce | Pickles | Fruit Cobbler

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LUNCH

All prices per person.

BOX LUNCH \$36

Includes sandwich, individual chips, pasta salad & house-made cookie.
To expedite delivery and service, a pre-order is requested.

Mesquite Turkey & White Cheddar

Turkey Breast | Sundried Tomato | Roasted Red Pepper Pesto Garlic
Aioli | Micro Greens

Italian Hero

Capicola Ham | Salami | Pepperoni | Buretta
Arugula | Tomato Confit | Basil Aioli

Caesar Wrap

Chicken Breast | Romaine | Tomato
Caesar Dressing | Tomato Basil Wrap

Vegetarian

Cucumber | Herbed Cream Cheese
Tomato | Microgreens | Field Greens

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LUNCH

All prices per person.

PLATED LUNCH

All plated lunches served with iced tea, fresh rolls, and whipped butter.

STARTERS

Choose one

Caprese Salad

Fresh Mozzarella | Tomatoes
Drizzle of Balsamic Glaze

Traditional Caesar

Shredded Parmesan | Croutons
Caesar Dressing

Wedge

Iceberg | Cherry Tomatoes | Crispy Bacon
Blue Cheese or Ranch Dressing

Toscana

Field Greens | Shaved Red Onion | Celery | Radish |
Cherry Tomato | Black Garlic Vinaigrette

ENTRÉE

Choose up to three, final count is due three business days prior to event.

Grilled Chicken Breast \$35

Polenta Cake | Roasted Mushrooms | Marsala Sugo

Rosemary Rubbed Strip Steak \$50

Fingerling Potatoes | Chefs' Choice of Vegetable | Tallow Butter

Malfadine Pasta \$36

Bolognese | Grana Padano

Chef Inspired Seasonal Vegetarian \$35

Seared Salmon \$40

Risotto | Tomato Conserva | Beurre Blanc

Smoked Turkey Club \$30

Pasta Salad

Marinated Pork Tenderloin \$42

Creamy Mashed Potatoes | Sautéed Spinach

Bistro Filet & Grilled Prawn \$60

Garlic Whipped Potatoes | Red Wine Demi and Tallow Butter
Chefs' Choice Of Vegetable

DESSERT

Choose one

Cheesecake with Fresh Berry Compote | Chocolate Torte
Seasonal Fruit Tart | Tiramisu | Lemon Bars

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APPETIZERS

Traditional Hot Wings \$180

Accommodates 20

Carrots | Celery Sticks | Blue Cheese

Smoked Salmon \$210

Accommodates 15

Smoked Salmon | Arugula | Shallots | Crème Fricache | House-made Crackers

Vegetable Display \$150

Accommodates 15

Chefs Selection of Season Vegetables | House-made Ranch Dressing

Gourmet Cheese Board \$225

Accommodates 15

Selections of Cheese | House-made Crackers

Fontina Meatballs \$180

Accommodates 15

Beef Meatball, Focaccia, Sunday Gravy, & Parmesan

Affetati Misti \$300

Accommodates 25

Chefs Selection of Imported Meats & Cheeses | Grilled Sourdough | Fig Mostarda

Onion Dip with Potato Crisps \$150

Accommodates 20

Cream Cheese | Sour Cream | Sweet Onions | Red Onions | Kettle Cooked Chips

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DINNER

All prices per person.

DINNER BUFFET

Midwest Barbecue \$75

Siena Salad | Smoked Sliced Brisket | Smoked Pulled Pork | Potato Salad
Cole Slaw | Baked Beans | Assorted BBQ Sauces | Parker House Rolls with Butter | Chef's Cobbler

Classic Tuscan \$65

Classic Caesar Salad | Roasted Seasonal Vegetables | Tuscan Style Lasagna
Farfalle With Artichoke & Spinach Cream Sauce | House-made Focaccia | Traditional Tiramisu

Homestyle Buffet \$75

Siena Salad | Roasted Chicken | Braised Short Rib | Roasted Potatoes
Green Beans | Baked Macaroni & Cheese | Dinner Rolls | Chefs' Cobbler

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DINNER

All prices per person.

PLATED DINNER

All plated dinners served with iced tea, fresh rolls, and whipped butter.

STARTERS

Choose one

Caprese Salad

Fresh Mozzarella | Tomatoes
Drizzle of Balsamic Glaze

Smoked Beet Salad

Arugula | Tuscan Kale | Smoked Red Beets | Spiced Sunflower Seeds |
Goat Cheese | Basil Vinaigrette

Traditional Caesar

Shredded Parmesan | Croutons
Caesar Dressing

Wedge

Iceberg | Cherry Tomatoes | Crispy Bacon
Blue Cheese or Ranch Dressing

Toscana

Field Greens | Shaved Red Onion | Celery | Radish |
Cherry Tomato | Black Garlic Vinaigrette

ENTRÉE

Choose up to three, final count is due three business days prior to event.

Eggplant Parmigiana \$47

Pomodoro | Basil | Mozzarella

Malfadine Pasta \$48

Bolognese | Grana Padano

Grilled Chicken Breast \$49

Organic Polenta Cake | Roasted Mushrooms | Marsala Sugo

Roasted Salmon \$60

Potatoes | Artichoke | Olives
White Wine & Lemon

Petite KS Strip & Shrimp \$75

Garlic Whipped Potatoes | Local Vegetables

Rosemary Rubbed Strip Steak \$65

Roasted Fingerling Potatoes | Broccoli | Salsa Verde

Grilled Swordfish \$60

Jasmine Rice | Cilantro | Mango Salsa

Marinated Pork Tenderloin \$57

Garlic Whipped Potatoes | Sautéed Spinach

Filet Mignon \$85

Garlic Whipped Potatoes | Local Vegetables | Veal Sugo

Short Rib \$60

Parmesan Polenta | Roasted Root Vegetables

Scallops \$70

Risotto | Local Vegetables

DESSERT

Choose one

Chocolate Mousse with Hazelnuts, Salted Caramel, & Espresso
Cheesecake with Fresh Berry Compote | Chocolate Torte | Fruit Tart | Tiramisu

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RECEPTION

All priced per dozen.

CANAPES

COLD CANAPES

Tomato Bruschetta \$48

Caprese Skewers \$48

Mozzarella | Tomato | Basil | Balsamic

Shrimp Ceviche \$60

Tostada | Jalapeño | Avocado

Shrimp Cocktail Shooters \$72

Smoked Salmon \$66

Crème Fraiche | Caper | Crostini

Deviled Eggs \$48

with Crispy Prosciutto

Vegetarian Samosa \$48

HOT CANAPES

Mushroom \$60

Sausage Stuffed

Mini Sliders \$62

Meatball Sliders | Brisket Sliders | Hamburger Sliders

Vegetable Eggrolls \$42

Crab Ragoon \$60

Beef Satay \$61

Marinated in Red Curry

Mini Crab Cakes \$72

with Chipotle Remoulade

Chicken Satay \$60

with Peanut Sauce

Beef Empanadas \$60

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RECEPTION

All priced per person.

Cheese Display \$15

Imported And Domestic Cheeses | Assorted Crackers | Crisps | Crostini

Hummus \$15

Roasted Garlic Hummus | Red Pepper Hummus | Baba Ganoush | Toasted Pita Chips | Pita Bread

Sliced Fruit & Nuts \$17

Sliced Assorted Seasonal Fruit | Seasonal Berries | Roasted Nuts

Vegetable Crudite \$14

add Hummus +\$5

Carrots | Celery | Broccoli | Cauliflower | Red Bell Peppers | Green Bell Peppers | House Ranch Dressing

Antipasti \$22

Grilled Vegetables | Marinated Parmigiano | Marinated Olives | Italian Meats & Cheeses

Mini Grilled Cheeses \$15

add Tomato Soup +\$8 per person

Choose Three

Croque Monsieur | Cuban Provolone | Caramelized Onion | Smoked Chicken Brie | Aged Cheddar | Virginia Ham

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RECEPTION

SPREADS

Warm Spinach & Artichoke Dip \$135

Serves 20
Pita | Tortilla Chips

Baked Raspberry Brie \$180

Serves 20
Rosemary Crackers | Crostini | Fresh Berries

Smoked Salmon \$210

Serves 20
Dill Crème Fraiche | Chives | Pickled Red Onions | Arugala | Capers |
Rosemary Crackers | Sourdough Toast Point

TARTS

Tarts \$48/dozen
Seasonal Fruit Tarts

Panna Cotta Shooters \$36/dozen

Lemon | Strawberry | Vanilla Bean

Mini Cheesecakes \$48/dozen

Assorted Flavors

Sweets \$48/dozen

Fresh Baked Cookies | Fresh Baked Brownies | Fresh Baked Blondies

Dessert Table \$15/person

Choose Three

Macaroons | Chocolate Espresso Mousse | Mini Fruit Tarts
Assorted Cupcakes | Coconut Cake Slices | Assorted Dessert Bars | Chocolate Truffles

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ACTION STATIONS

All priced per person.

Pasta \$25

Choose Two Pastas

Rigatoni | Orecchiette | Linguini | Spaghetti | Penne

Choose Two House-made Sauces

Pomodoro | Basil | Pesto | Roasted Mushroom Cream | Checca | Alfredo

Add Ons

Garlic Shrimp +\$9

Meatballs +\$7

Chicken +\$6

Choose Two House-made Sauces

Pomodoro | Basil | Pesto

Focaccia Bread & Chicken

Macaroni & Cheese \$20

Macaroni & Shell Pasta | Gorgonzola | Cheddar | Fontina

Meat Selection

Bacon | Spicy Sausage | Grilled Shrimp

Add on Lobster +\$10

Nacho Bar \$16

Tortilla Chips | Nacho Cheese | Guacamole | Jalapeños | Pico De Gallo | Red Onion | Sour Cream Onions

Ground Beef +\$6 | Carnitas +\$6 | Al Pastor +\$6 | Tinga +\$6 | Bacon +\$6

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1 chef attendant per 50 people.

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Chef attendant fee of \$175 will be charged for each action station.

A chef attendant is required for carving and action stations \$175.00



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ACTION STATIONS

All priced per person.

Slider Station \$17

Choose Two Meats

Meatballs | Crab Cakes | Pulled Pork | Angus Beef | Beef Brisket

Brioche Buns | Caramelized Onions | Lettuce | Cole Slaw
Tomato | Cheddar Cheese | Chipotle Aioli | Ketchup | Mustard

Risotto Station \$21

Asparagus | Parmigiano | Local Mushrooms

+ steak \$10

+ shrimp \$9

+ chicken \$8

Potato Bar \$15

Choose Two

Sweet Potatoes | Yukon Gold Mashed Potatoes | Roasted Potatoes

Butter | Sour Cream | Chives | Cheddar Cheese | Bacon

**brown sugar and cinnamon served with sweet potatoes*

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1 chef attendant per 50 people.

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A chef attendant is required for carving and action stations \$175.00



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CARVING STATIONS

All priced per person.

Roasted Beef Tenderloin \$65

Bearnaise | Bordelaise | Parker House Rolls

Prime Rib \$55

Horseradish Cream | Au Jus

Smoked Turkey Breast \$39

Whole Grain Mustard | Cranberry Sauce | Cocktail Rolls

Country Ham \$35

Brown Sugar Glaze

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1 chef attendant per 50 people.

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A chef attendant is required for carving and action stations \$175.00*



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BEVERAGE STATIONS

Mimosa Bar \$14
Per Glass

Sparkling Wine

Choose Two Juices

Orange | Cranberry | Pineapple | Grapefruit

Bloody Mary Bar \$16
Per Glass

Vodka | Bloody Mary Mix | Clamato Juice | Blue Cheese Olives | Candied Bacon | Pickled Okra | Celery |
Pepper | Tabasco | Olive Juice | Pickle Juice | Worcestershire Sauce | Horse Radish
+ smoked shrimp *mp*

25% Taxable service charge, 9.5% food sales tax and 10% sales tax on beverage items will be added. All menus and prices are subject to change.

1 bartender per 75 guests.

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Bartenders are \$175 each, additional bartender offered.
Bar set up fee of \$175 applies for groups under 50 guests.*



*Buffets require a 20-guest minimum.
Buffets with less than 20 guests will be charged a \$100+ fee.
All buffets will be available for one hour and must be ordered for full guest count.*

BAR

Cash Bar: guests pay for their own beverages.
Price includes tax and service charge.

CASH BAR

House Brands \$11

Premium Brands \$13

Ultra Brands \$15

Domestic Bottle \$9

Imported Bottle \$10

Craft Bottle \$11

House Wine \$13

Soft Drinks \$6

25% Taxable service charge, 9.5% food sales tax and 10% sales tax on beverage items will be added. All menus and prices are subject to change.

1 bartender per 75 guests.

*Prices listed are per person unless otherwise noted.
Bartenders are \$175 each, additional bartender offered.
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BAR

On Consumption: just like opening a tab at a bar, the host pays at the conclusion of the event.
You may set a maximum amount for cost control and let us know which brands you would like served.

HOSTED BAR

House Brands \$11

Premium Brands \$13

Ultra Brands \$15

Domestic Bottle \$9

Imported Bottle \$10

Craft Bottle \$11

House Wine \$13

Soft Drinks \$6

Drink Ticket \$11

Soft Drinks \$6

25% Taxable service charge, 9.5% food sales tax and 10% sales tax on beverage items will be added. All menus and prices are subject to change.

1 bartender per 75 guests.

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BAR

BAR PACKAGES

Hosted bar packages priced per hour, per guest. The host must pay for all guests over 21.
All guests under 21 are \$5.00 per hour for assorted sodas and juices.

Beer, Wine, & Spirits

*Includes beer, wine by the glass, cocktails,
& assorted Pepsi products.*

DURATION	HOUSE	PREMIUM	ULTRA
1 Hour	\$32	\$36	\$40
2 Hours	\$40	\$44	\$48
3 Hours	\$50	\$54	\$58
4.5 Hours	\$65	\$70	\$75

Beer & Wine Only

*Includes beer, wine by the glass,
& assorted Pepsi products.*

DURATION	HOUSE	PREMIUM	ULTRA
1 Hour	\$26	\$28	\$30
2 Hours	\$30	\$32	\$34
3 Hours	\$40	\$42	\$44
4.5 Hours	\$55	\$57	\$59

DOMESTIC BEER	CRAFT BEER	IMPORT BEER
Bud Light	Local Selections	Heineken
Coors Light		Corona
Miller Lite		Stella Artois
Michelob Ultra		Peroni

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BAR

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Hosted bar packages priced per hour, per guest. The host must pay for all guests over 21.
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Bar Offerings Spirits

HOUSE

New Amsterdam Vodka
New Amsterdam Gin
Camarena Tequila
Bacardi Rum
Jim Beam White Label

PREMIUM

Tito's Vodka
Gray Whale Gin
Casamigos Tequila
Appleton Estate Rum
Woodford Reserve Bourbon
Sazerac Rye
Jameson Irish Whiskey
Courvoisier VS Cognac

ULTRA

Grey Goose Vodka
The Botanist Gin
Maestro Dobel Tequila
Mount Gay Rum
Woodford Reserve Bourbon
Sazerac Rye
Jameson Irish Whiskey
Courvoisier VS Cognac

Wine

HOUSE

Society Cabernet Sauvignon
Society Chardonnay

PREMIUM

Bonterra Organic Cabernet Sauvignon
Bonterra Organic Chardonnay
Bonterra Organic Rose
Bonterra Organic Pinot Noir
Bonterra Organic Sauvignon Blanc

ULTRA

Laroche Cabernet Sauvignon
Laroche Chardonnay
Laroche Rose
Laroche Pinot Noir
Laroche Sauvignon Blanc

25% Taxable service charge, 9.5% food sales tax and 10% sales tax on beverage items will be added. All menus and prices are subject to change.

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HOTEL POLICIES AND PROCEDURES

Guarantee of Attendance

IS REQUIRED 72 HOURS (3 BUSINESS DAYS) PRIOR TO FUNCTION: OTHERWISE, THE EXPECTED WILL BECOME THE GUARANTEE AND WILL BE BILLED ACCORDINGLY. ROOM ASSIGNMENT IS SUBJECT TO CHANGE.

Menu Selection

TO ENSURE THAT EVERY DETAIL IS HANDLED IN A TIMELY MANNER THE HOTEL REQUESTS THAT THE MENU SELECTIONS AND SPECIFIC DETAILS BE FINALIZED 4 WEEKS PRIOR TO THE FUNCTION. IN THE EVENT THE MENU SELECTIONS ARE NOT RECEIVED 4 WEEKS PRIOR TO THE FUNCTION WE WILL BE HAPPY TO SELECT APPROPRIATE MENUS TO FIT YOUR NEEDS. YOU WILL RECEIVE A COPY OF THE BANQUET EVENT ORDERS (BEO) TO WHICH ADDITIONS OR SELECTIONS CAN BE MADE IF TIME ALLOWS. WHEN THE BEO'S ARE FINALIZED, PLEASE SIGN AND RETURN 14 WORKING DAYS PRIOR TO THE FIRST SCHEDULED EVENT. THE BEO WILL SERVE AS THE FOOD AND BEVERAGE CONTRACT. ALL MENU ITEMS ARE SUBJECT TO SEASONAL AVAILABILITY. WE WILL MAKE EVERY EFFORT TO SUBSTITUTE WITH SIMILAR ITEMS WHEN POSSIBLE. DIETARY SUBSTITUTIONS ARE ALSO AVAILABLE UPON REQUEST.

Parking

PARKING GARAGE AVAILABLE, SELF PARK OR VALET RATES APPLY.

HOTEL POLICIES AND PROCEDURES

Early Setup Charges

WE MAKE EVERY ATTEMPT TO HAVE YOUR ROOM SET HALF AN HOUR PRIOR TO YOUR OFFICIAL EVENT START TIME, HOWEVER, DUE TO THE SPECIFIC MEETING AGENDAS AND THE LEVEL OF MEETING ACTIVITY ON THE BANQUET FLOOR, THIS SETUP TIME CANNOT ALWAYS BE ACCOMMODATED. IF YOUR AGENDA REQUIRES ADDITIONAL SETUP TIME, PLEASE CONTACT YOUR CONFERENCE OR CATERING MANAGER AND HE/SHE WILL ADVISE YOU ON THE EARLY SETUP CHARGES THAT WILL APPLY.

Alcoholic Beverages & Smoke-Free Policy

THE STATE DIVISION OF ALCOHOLIC BEVERAGES AND TOBACCO REGULATES THE SALE AND SERVICE OF ALL ALCOHOLIC BEVERAGES. THE HOTEL IS RESPONSIBLE FOR THE ADMINISTRATION OF SUCH REGULATIONS. THEREFORE, IT IS OUR POLICY THAT NO ALCOHOLIC BEVERAGES MAY BE BROUGHT INTO THE HOTEL FOR ANY CONFERENCE OR FUNCTION. ONLY FOOD PURCHASES FROM THE HOTEL MAY BE USED DURING ANY CONFERENCE OR FUNCTION AT THE HOTEL. THE HOTEL MAINTAINS A SMOKE-FREE ENVIRONMENT, INCLUDING ALL RESTAURANTS, LOUNGES, EVENT ROOMS AND PUBLIC SPACE. IN THE CASE OF NON-COMPLIANCE, A FEE PER ROOM WILL BE INCURRED IN ORDER TO COVER THE EXTENSIVE COST OF RESTORATION TO A SMOKE-FREE CONDITION.

HOTEL POLICIES AND PROCEDURES

Prices & Payment

ALL PRIVATE EVENT SPACE CHARGES INCLUDING THE DEPOSIT AND ALL FOOD, BEVERAGE, ROOM RENTAL, TAXES, AND SERVICE CHARGES WILL BE PAID BY CREDIT CARD. A CREDIT CARD AUTHORIZATION FORM WILL BE SENT AND MUST BE COMPLETED AND RETURNED UPON SIGNATURE OF THE AGREEMENT. ANY OUTSTANDING CHARGES WILL BE BILLED TO THE CREDIT CARD ON FILE WITHIN 24 HOURS AFTER THE EVENT CONCLUDES.

THERE WILL BE A 25% TAXABLE SERVICE CHARGE AND 9.5% SALES TAX ON ALL FOOD AND A 10% SALES TAX ON BEVERAGE ITEMS.

THE CANCELLATION SCHEDULE WILL BE OUTLINED IN THE CATERING SALES AGREEMENT OR GROUP SALES AGREEMENT.

THE FOLLOWING IS THE PAYMENT SCHEDULE FOR ALL EVENTS. CREDIT CARD DEPOSIT 1/3 OF ALL ESTIMATED CHARGES DUE AT THE TIME OF THE SIGNED AGREEMENT, THE REMAINING ESTIMATED BALANCE IS DUE 10 DAYS PRIOR TO THE EVENT, THEN THE OUTSTANDING ACTUAL BALANCE WILL BE CHARGED TO THE CARD ON FILE WITHIN 24 HOURS AFTER THE CONCLUSION OF THE EVENT.