

## Welcome <br> TO THE HOLIDAY INN OCEANSIDE

We are located on the oceanfront boardwalk in Virginia Beach. Whether you are planning a meeting, convention, or social event, the Holiday Inn Oceanside has over 1500 square feet of flexible meeting space. Our goal is to exceed your expectations as we personalize your event.

OFFERING GREAT AMENITIES \& SERVICES:<br>149 Oceanfront Guest Rooms with Private Balcony All Guest Rooms Equipped with Mini-Fridge, Microwave, and Keurig Coffee Maker Restaurant \& Bar Open Daily for Breakfast and Dinner, and Seasonally for Lunch Complimentary Overnight Parking for In-House Guests and Seasonal Valet Fitness Center with State-Of-The-Art Precor Equipment \& Free Weights Oceanfront Meeting Space Accommodates 10-100 People Indoor Swimming Pool Self-Laundry Available

## DAILY MEETING Packagess <br> Packages are for minimum of 25 people

## ATLANTIC

MEETING PACKAGE
(4 HOURS)

## Meeting Room

AM or PM Break and Refreshments
Continental Breakfast or Lunch Buffet
Wireless Internet
8' Screen
LCD Projector
Flipchart Easel with Pads and Markers
AV Cart, Cords, and Power Strip

OCEANSIDE
\$119 PER PERSON
MEETING PACKAGE
(8 HOURS)

## Meeting Room

AM and PM Break and Refreshments
Choice of Lunch Buffet
Wireless Internet
8' Screen
LCD Projector
Flipchart Easel with Pads and Markers
AV Cart, Cords, and Power Strip

## BREAKFAST Buffet

## MORNING FARE

Minimum of 25 people. A $25 \%$ upcharge applies to groups of 25 or less. Served for 1.5 hours.
OCEANSIDE
CONTINENTAL
\$12 PER PERSON

Fresh Chilled Apple and Orange Juice
Fresh Seasonal Sliced Fruits
Assorted Muffins \& Danish with Butter \& Preserves
(Served with Freshly Brewed Regular \& Decaf Coffee and Herbal Tea Selection)

EXECUTIVE
CONTINENTAL
\$16 PER PERSON
Fresh Chilled Apple and Orange Juice
Fresh Seasonal Sliced Fruits
Assorted Muffins \& Danish with Butter \& Preserves
Avocado Toast Points
Deviled Eggs
(Served with Freshly Brewed Regular \& Decaf Coffee and Herbal Tea Selection)

E Y E OPENER \$19 PER PERSON
Fresh Chilled Apple and Orange Juice
Fresh Seasonal Sliced Fruits
Assorted Muffins \& Danish with Butter \& Preserves Scrambled Eggs
Seasoned Breakfast Potatoes with Onions \& Peppers Crispy Bacon and Turkey Sausage
(Served with Freshly Brewed Regular \& Decaf Coffee and Herbal Tea Selection)

BEACH BREAKFAST \$25 PER PERSON
Fresh Chilled Apple and Orange Juice
Fresh Seasonal Sliced Fruits
Assorted Muffins \& Danish with Butter \& Preserves
Scrambled Eggs
Seasoned Breakfast Potatoes with Onions \& Peppers Crispy Bacon and Turkey Sausage
Eggs Benedict
Mini Chicken and Waffles
(Served with Freshly Brewed Regular \& Decaf Coffee and Herbal Tea Selection)

## BREAKFAST ENHANCEMENTS

Minimum of 25 people. A $25 \%$ upcharge applies to groups of 25 or less. Served for 1.5 hours. Can be added to any Morning Fare selection.

OMELET
\$12 PER PERSON
STATION
\$100 CHEF ATTENDANT FEE
Chef Prepared Omelet with Choice of Peppers, Onions, Mushrooms, Spinach, Tomatoes, Diced Ham, Cheddar Cheese, Feta Cheese, and Bacon Crumbles

THE MAPLE
\$11 PER PERSON
Choice of Waffle, Pancake, or French Toast Served with Maple Syrup, Butter, Walnuts, Whipped Cream and Fresh Seasonal Berries

| S M O OTHIE | \$11 PER PERSON |
| :--- | ---: |
| STATION | $\$ 100$ CHEF ATTENDANT FEE |

Smoothie Made to Order
Strawberry, Mango Tango, Green Machine
A LA CARTE
Assorted Yogurt Parfait Cups / \$7 PER PERSON Mini Chicken and Waffles / \$7 PER PERSON Smoked Salmon Display with Tomato, Onion, Toast Points and Cream Cheese / \$MARKET Turkey Bacon or Turkey Sausage / \$5 PER PERSON Bagels \& Assorted Cream Cheeses / \$5 PER PERSON Avocado Toast Points / \$6 PER PERSON Breakfast Sliders / \$9 PER PERSON Breakfast Burrito / \$8 PER PERSON Whole Fresh Fruit / \$5 PER PERSON

## BREAKFAST BUBBLIES

## DIY BLOODY MARY BAR

Spirits, Sauces, Salt, Accompaniments. All you need to create your perfect breakfast beverage.

## B OTTOMLESS MIMOSAS

Sparkling Champagne, Assorted Fruit Juices and Seasonal Fruit
\$12 PER PERSON FOR FIRST HOUR,
\$7 PER PERSON FOR EACH ADDITIONAL HOUR

## WAKE UP CALL ${ }^{\text {} 3 r e a k s s ~}$

Minimum of 25 people. A $25 \%$ upcharge applies to groups of 25 or less. Served for 30 minutes.
C A F É \$11 PER PERSON

Assorted Muffins, Danish and Croissants with Butter and Preserves
(Served with Freshly Brewed Regular \& Decaf Coffee, Cold Brew, Flavored Syrups and Herbal Tea Selection)

DONUT WORRY, BE HAPPY
\$11 PER PERSON
Assortment of Donuts on Display
(Served with Freshly Brewed Regular \& Decaf Coffee, Cold Brew, Flavored Syrups and Herbal Tea Selection)

LAYERS OF
GOODNESS
\$11 PER PERSON
Build Your Own Yogurt Parfait Including:
Vanilla and Strawberry Yogurt Granola
Sliced Seasonal Fruit Honey
Chocolate Chips Coconut
Peanut Butter
(Served with Freshly Brewed Regular \& Decaf Coffee, Cold Brew, Flavored Syrups and Herbal Tea Selection)

ENERGY B OOST \$15 PER PERSON
Whole Fruit
Assorted Powers Bars and Multigrain Bars Variety of Nuts and Dried Fruit
Bottled Water
(Served with Freshly Brewed Regular \& Decaf Coffee, Cold Brew, Flavored Syrups and Herbal Tea Selection)

BEVERAGE BREAK OPTIONS
Freshly Brewed Regular and Decaf Coffee and Herbal Tea Selection / \$12 PER PERSON

Freshly Brewed Regular and Decaf Coffee, Assortment of Coca-Cola Products \& Bottled Water / \$22 PER PERSON

Up to 4-Hour Period.
Each Additional Hour is Based on Consumption:
Coca-Cola Products \& Bottled Water / \$4 PER BEVERAGE Coffee / \$39 PER GALLON Herbal Tea Selections / \$36 PER GALLON

## AFTERNOON Pickmeup <br> Minimum of 25 people. A $25 \%$ upcharge applies to

 groups of 25 or less. Served for 30 minutes.
## TREAT YOURSELF

\$13 PER PERSON
Chewy Fudge Brownies
Chocolate Chip Cookies
Warm Funnel Cake Fries
Variety of Candy Bars and Candies
(Served with Bottled Water and Choice of Assortment of Coca-Cola Products or Freshly Brewed Regular \& Decaf Coffee)

MUNCHIES
\$12 PER PERSON
Fresh Fried Tortilla Chips and Salsa
House Made Potato Chips with French Onion Dip
(Served with Assortment of Coca-Cola Products and Bottled Water)

EAT YOUR GREENS \$13 PER PERSON
Fresh Vegetable Skewers with Roasted Garlic Hummus and Ranch Dressing Fresh Fruit with Honey Yogurt Dipping Sauce Our Refreshing Green Machine Smoothie
(Served with Assortment of Coca-Cola Products and Bottled Water)

SLIDER BAR
\$18 PER PERSON

## Choice of:

Ham and Swiss Sliders with Pub Mustard Chicken Salad Sliders
Tuna Salad Sliders
Roast Beef Sliders with Cheddar Cheese and Horseradish Sauce
Turkey and Swiss Slider with Pub Mustard Buffalo Chicken Sliders with Ranch Dressing Served with Potato Chips and Cookies (Served with Assortment of Coca-Cola Products and Bottled Water)

BEAT THE HEAT \$12 PER PERSON
Premium Ice Cream Bars
Frozen Fruit Bars
(Served with Lemon and Cucumber Infused Water)

## LUNCH Raurs

Minimum of 25 people. A $25 \%$ upcharge applies to groups of 25 or less. Served for 1.5 hours.

IT'S IN
THE BREAD
\$25 PER PERSON
Full Spread of:
Roast Beef, Smoked Turkey, Honey Baked Ham
Cheddar and Swiss Cheese
Lettuce, Tomatoes, Onions, and Pickles

## Choice of Two Breads:

Hawaiian Sweet Roll
Sourdough
Rye
Brioche Bun
Ciabatta
Gluten Free Bread
Pasta Salad and Potato Salad
Old Bay Chips
Cookies and Brownies
(Served with Assortment of Coca-Cola Products and Bottled Water)

## D O W N S O U T H \$29 PER PERSON

## Choice of Two Entrées:

Grilled BBQ Chicken
Pulled Pork BBQ
Golden Battered Fried Chicken
Baby Back BBQ Ribs

## Includes:

Brioche Buns for Sandwiches
Coleslaw and Corn on the Cob
Baked Beans and Cornbread

## Choice of Dessert:

Strawberry Shortcake
Lemon Bars
Apple Pie Bites
Chocolate Cake
(Served with Assortment of Coca-Cola Products and Bottled Water)

TACO 'BOUT
A PARTY
\$25 PER PERSON

## Choice of:

Grilled Chipotle Chicken, Carne Asada, or Pulled Pork

## Served with:

Flour or Corn Tortillas
Spanish Rice and Beans
Lettuce, Tomatoes, Cheese, Grilled Onions \& Peppers
Salsa, Sour Cream, Guacamole
Cookies and Brownies
(Served with Assortment of
Coca-Cola Products and Bottled Water)

GRAB AND GO
BOXED LUNCH
\$21 PER PERSON
Choice of Two Sandwiches or Wraps:
Honey Baked Ham and Cheddar
Roast Turkey and Swiss
Tuna Salad
Chicken Salad
Chicken Caesar Salad Wrap
Black Bean, Avocado, and Feta Wrap

## Choice of Two Breads:

Hawaiian Sweet Roll Sourdough
Rye
Brioche Bun
Ciabatta
Gluten Free Bread

## Served with:

Lettuce and Tomato
Bags of Potato Chips
Whole Fruit
Cookie
(Includes Assortment of
Coca-Cola Products and Bottled Water)

## SIGNATURE Salads

Minimum of 25 people. A $25 \%$ upcharge applies to groups of 25 or less. Served for 1.5 hours.

## PERFECT PAIR <br> \$22 PER PERSON

## Choice of Two Soups:

Clam Chowder
Beef and Bean Chili
Tomato Basil Bisque
Creamy Chicken and Rice
Sausage Gumbo

## Choice of Salad:

House Salad: Iceberg Lettuce, Grape Tomatoes, Cucumber, Red Onion, and Croutons, served with Italian and Ranch Dressing

Greek Salad: Iceberg Lettuce, Cucumber, Red Onion, Kalamata Olives, Feta Cheese, served with Homemade Lemon Vinaigrette

Caesar Salad: Romaine Lettuce, Shaved Parmesan Cheese, and Croutons, served with Caesar Dressing

Cobb Salad: Iceberg Lettuce, Bacon Crumbles, Tomatoes, Blue Cheese Crumbles, Avocado, Red Onion, Diced Grilled Chicken, and Hard-Boiled Eggs, served with Italian \& Ranch Dressing

## Choice of Dessert:

Petit Fours
Strawberry Shortcake Lemon Bars
Chocolate Mousse
(Served with Assortment of Coca-Cola Products and Bottled Water)


SALAD B AR
\$19 PER PERSON

## Salad Bar Features:

Mixed Greens
Spinach
Kale
Tomatoes
Red Onion
Shaved Parmesan
Feta
Olives
Chickpeas
Broccoli
Sunflower Seeds
Bell Peppers
Carrots
Quinoa
(Served with Assortment of Salad Dressings)

## Add Protein to Your Salad:

Chicken / \$5 PER PERSON
Shrimp / \$6 PER PERSON
Mini Crab Cakes / \$MARKET
Salmon / \$MARKET
Avocado / \$MARKET

## Choice of Dessert:

Petit Fours
Strawberry Shortcake
Lemon Bars
Chocolate Mousse
(Served with Assortment of Coca-Cola Products and Bottled Water)

## BUFFET Oinners

All buffet meals are a three-course meal with your choice of soup or salad, choice of starch, vegetable, entrée, and a dessert. All buffet dinners are served with a basket of freshly baked rolls, whipped butter, iced tea, freshly brewed regular \& decaf coffee, and water. Minimum of 50 people. A $25 \%$ upcharge applies to groups of 50 or less. Served for 1.5 hours.

## S O U P S

## Tomato Basil Bisque <br> Creamy Chicken and Rice <br> Clam Chowder

S A L A D S
House Salad: Iceberg Lettuce, Grape Tomatoes, Cucumber, Red Onion, and Croutons, served with Italian and Ranch Dressing

Greek Salad: Iceberg Lettuce, Cucumber, Red Onion, Kalamata Olives, Feta Cheese, served with Homemade Lemon Vinaigrette

Caesar Salad: Romaine Lettuce, Shaved Parmesan Cheese, and Croutons, served with Caesar Dressing

STARCHES
Roasted Rosemary Red Potatoes
Wild Rice
Garlic Mashed Potatoes
Au Gratin Potatoes

VEGETABLES
Green Bean Almandine
Petit Sweet Carrots
Fresh Seasonal Vegetable Medley
Oven Roasted Broccoli
DESSERT
Choice of Cheesecake, Carrot Cake, Key Lime Pie, Chocolate Cake, or Red Velvet Cake


## THEMED BUFFET Dinners

Minimum of 50 people. A $25 \%$ upcharge applies to groups of 50 or less. Served for 1.5 hours.

## S OUTHERN

H O S P I TALITY
\$33 PER PERSON

## Choice of Two Entrée Selections:

Grilled BBQ Chicken
Carolina Pulled Pork BBQ
Fried Chicken
Baby Back BBQ Ribs
Spicy Jambalaya

## Choice of Three Sides:

Mac n Cheese
Corn on the Cob
Baked Beans
Coleslaw
Southern Style Cornbread
Collard Greens
Choice of One Dessert:
Assorted Cheesecake
Chocolate Mousse
Mini Lava Cakes
Mini S'more Truffles
(Includes Iced Tea, Water, and Freshly Brewed Regular and Decaf Coffee)

## A LL A M ERIC A N \$26 PER PERSON

Fresh Grilled Hamburgers
Grilled Hot Dogs
Potato Salad
Smoke House Baked Beans
Brioche Buns
Assorted Cheeses
Fresh Tomatoes
Lettuce
Sliced Onions
Assorted Condiments
Chef's Choice Dessert
(Includes Iced Tea, Water, and Freshly Brewed Regular and Decaf Coffee)

WHEN
IN ROME
\$31 PER PERSON

## Choice of Three Entrée Selections:

Spaghetti and Meatballs
Chicken Fettuccine Alfredo
Penne A La Vodka
Sausage and Peppers
Gnocchi
Baked Manicotti

## Served with:

Caesar Salad and Garlic Breadsticks
Choice of One Dessert:
Cheesecake
Carrot Cake
Red Velvet Cake
Chocolate Cake
(Includes Iced Tea, Water, and Freshly Brewed Regular and Decaf Coffee)

## PLATED ${ }^{\text {Dinners }}$

All plated meals are a three-course meal with your choice of soup or salad, choice of starch, vegetable, entrée, and a dessert. All plated dinners are served with a basket of freshly baked rolls, whipped butter, iced tea, freshly brewed regular \& decaf coffee, and water. Maximum of 50 guests for plated dinners.

## S O U P S

## Tomato Basil Bisque <br> Creamy Chicken and Rice <br> Clam Chowder

S A L A D S
House Salad: Iceberg Lettuce, Grape Tomatoes, Cucumber, Red Onion, and Croutons, served with Italian and Ranch Dressing

Greek Salad: Iceberg Lettuce, Cucumber, Red Onion, Kalamata Olives, Feta Cheese, served with Homemade Lemon Vinaigrette

Caesar Salad: Romaine Lettuce, Shaved Parmesan Cheese, and Croutons, served with Caesar Dressing

## STARCHES

## Roasted Rosemary Red Potatoes

Wild Rice
Garlic Mashed Potatoes
Parmesan Risotto
VEGETABLES
Green Bean Almandine
Petit Sweet Carrots
Fresh Seasonal Vegetable Medley
Oven Roasted Broccoli
DESSERT
Choice of Cheesecake, Carrot Cake, Key Lime Pie, Chocolate Cake, or Red Velvet Cake

## ENTRÉES

Chicken Piccata - Sautéed Boneless Breast of Chicken with Lemon Caper Beurre Blanc Sauce / \$29

Chicken Marsala - Lightly battered \& sautéed, served with Mushrooms \& Shallots in a Marsala Wine Sauce / \$29

Chicken Oscar - Chicken Breast topped with
Chesapeake Bay Crab and Béarnaise Sauce / \$MARKET
Crab Stuffed Flounder - with Chesapeake Bay
Crab Stuffing / \$MARKET
Grilled Mahi-Mahi - Topped with Mango
Pineapple Salsa / \$MARKET
Atlantic Seared Salmon - North Atlantic Salmon marinated, and pan seared with choice of Creamy Lemon Dill or Lemon White Wine Sauce / \$MARKET

Maryland Style Crab Cakes - Two Crab Cakes with Roasted Tomato Aioli / \$MARKET

Herb Crusted Pork Tenderloin - Served with Apple Chutney / \$32

Roast Prime Rib - Classic Cut Roasted and served in Rosemary Au Jus Sauce / \$42

Filet Mignon - Tender $80 z$ Filet Mignon grilled to perfection with choice of Gorgonzola Cream Sauce or Red Wine Finish / \$42

## VEGETARIAN OPTIONS

Eggplant Parmesan - A tower of sliced Eggplant lightly battered \& fried served over Angel Hair Pasta / \$31

Butternut Squash Ravioli - Sage Cream Sauce,
Cherry Tomatoes, and Shredded Parmesan / \$30
Cauliflower Steak - Tender slices of Seared Cauliflower with a creamy Red Pepper Sauce / \$28

Pasta Primavera - Penne Pasta tossed with freshly sautéed Garden Vegetables and a White Wine Butter Sauce / \$30

## CARVING \& ACTION ${ }^{\text {Stationss }}$

Priced per 50 guests. Requires one Chef Attendant per 50 guests. $\$ 100$ per Chef Attendant.

Roast Beef Tenderloin - with Horseradish Sauce and Dinner Rolls / \$450

Prime Rib - with Horseradish Sauce and Dinner Rolls / \$400

Herb Encrusted Turkey / \$300
Rosemary Seasoned Leg of Lamb / \$325
Honey Baked Ham / \$300
Beef Top Round / \$300

Pasta Station - Assorted Noodles, Marinara Sauce, Alfredo Sauce, Vodka Sauce, and Garlic Bread Sticks / \$12 PER PERSON

Add Protein (priced per person) - Meatballs / \$4, Chicken / \$5, Shrimp / \$7

Baked Potato Bar - Baked Potatoes with assorted toppings including Cheese, Sour Cream, Chives, Bacon Crumbles, and Broccoli / \$10 PER PERSON

Seafood Station - Assortment of Scallops, Shrimp, Crab Cakes, Steamed Oysters, and Clams / \$MARKET

## $\underset{\substack{\text { Priced per } 50 \text { guests }}}{\text { SPECIALTY Oisplayss }}$

Smoked Salmon Display - Bagels or Toast Points, Cucumbers, Capers, Red Onions, and Cream Cheese / \$275

Bruschetta Display - Toasted Baguettes topped with Tomato, Basil, Garlic, and Olive Oil / \$175

## Charcuterie Display \& Assorted Crackers -

 Variety of Cheeses and Meats, served with Chef's Assortment of Accompaniments and Crackers / \$500Raw Bar - Eastern Shore Oysters, Shrimp, Mussels, and Clams, served with Signature Cocktail Sauce / \$MARKET

Seasonal Fruit Display - Variety of Seasonal Fruits with Honey Yogurt Dipping Sauce / \$400

Seasonal Crudites Display - Variety of Fresh Seasonal Vegetables served with Hummus and Buttermilk Peppercorn / \$350

Dessert Display - Assorted Cupcakes, Petit Fours, Cakes, Chocolate Mousse, and Macaroons / \$375

## HORS D'OEUVRES

## Based on 50 pieces

## HOT SELECTION

Seared Blackened Tuna Bites - with Ponzu Dipping Sauce / \$MARKET

Chicken, Pork, or Vegetable Lumpia - with Sweet Chili Sauce / \$175

Coconut Encrusted Shrimp - with Tangy Sweet Chili Sauce / \$MARKET

Grilled Chicken Teriyaki Skewers / \$175
Bacon Wrapped Scallops / \$MARKET
Petite Crab Cakes - with Lemon Dill Remoulade and Cocktail Sauce / \$MARKET

Spanakopita / \$225
Chicken Buffalo Bites / \$175
Swedish Meatballs / \$150
Mini Fish Tacos / \$225

COLD SELECTION
Prosciutto Wrapped Asparagus / \$160
Antipasto Skewers / \$185
Peeled Jumbo Gulf Shrimp Cocktail / \$200
Spicy Shrimp \& Avocado Lime Lettuce Wraps / \$150

## KIDS Coves

Served with lemonade, water or apple juice
CHOICE
OF ONE
\$14 PER PERSON

## Chicken Fingers

Grilled Cheese
Hamburger
Cheeseburger
Mini Cheese or Pepperoni Pizzas
(Includes French Fries or Fruit Cup)

## DESSERTS

C H O I C E OF O N E \$9 PER PERSON

## Petit Fours Cream Puffs <br> Cookies <br> Assorted Mousse <br> Chocolate Cake <br> Carrot Cake <br> Lemon Pie <br> Cheesecake <br> Key Lime Pie



## ALL THE ®ßuzて。

Requires one Bartender per 50 guests. $\$ 100$ per Bartender.

## HOSTED SOFT BAR

Serving an assortment of Imported and Domestic Beer, House Wines, and Assorted Coca-Cola Products and Bottled Water
\$16 PER HOUR FOR FIRST TWO HOURS, \$6 EACH ADDITIONAL HOUR

HOSTED DELUXE BAR
Serving Deluxe Liquors and an assortment of Imported and Domestic Beer, House Wines, Champagne, Coca-Cola Products and Bottled Water
\$21 PER HOUR FOR FIRST TWO HOURS, \$7 EACH ADDITIONAL HOUR

PREMIUM DELUXE BAR
Serving Premium Liquors and an assortment of Imported and Domestic Beer, House Wines, Champagne, Coca-Cola Products and Bottled Water \$25 PER HOUR FOR FIRST TWO HOURS, \$8 EACH ADDITIONAL HOUR

## BEVERAGE SELECTION

Deluxe Brand: Absolut, Bacardi, Tanqueray, Jack Daniels, El Jimador, Dewar's

Premium Brand: Grey Goose, Bombay Saphire, Makers Mark, Jameson, Jose Cuervo, Hennessey, Captain Morgan

Imported Beers: Corona, Heineken
Domestic Beers: Budweiser, Bud Light, Sam Adams, Yuengling

House Wines: Mondavi Woodbridge Chardonnay, Merlot, Cabernet and Riesling

CASH B AR
PRICING PER DRINK
Premium Liquor / \$12
INCLUSIVE OF TAX

Deluxe Liquor / \$10
House Wine / \$8
Imported Beer / \$8
Domestic Beer / \$7
Soft Drinks / \$4
Bottled Water / \$4

H O S TED B AR PRICING PER DRINK
Premium Liquor / \$10
Deluxe Liquor / \$9
House Wine / \$7
Imported Beer / \$8
Domestic Beer / \$7
Soft Drinks / \$4
Bottled Water / \$4

# Food \& Beverage Policies 

FOOD \& BEVERAGE
Due to Virginia State Laws all food and beverage served in the banquet rooms must be provided by the hotel. Any Exceptions (wedding cake) must come from a licensed and insured vendor and be approved by your Catering Representative. No food or beverage may leave the hotel premises. Food Stations must be guaranteed for the full guest count.

## MENU SELECTION

Your complete menu must be given to your Catering Representative 30 days prior to your event. Our catering staff will be happy to assist you in customizing a menu to fit your specific needs. Vegan, Vegetarian or Gluten Free options are available upon request. Please note that pricing is subject to change based on market conditions and not confirmed until the final Banquet Event Order has been signed.

DEPOSIT \& PAYMENT
A non-refundable deposit is required with the signed contract to confirm the event. The remaining payment is on a payment schedule, with the full amount due 7 business days prior to arrival. Acceptable forms or payment are Credit Card, Cashier's Check or Money Order.

## TAXES

All food and beverage is subject to an $11.5 \%$ Sales Tax and a 22\% Taxable Service Charge. Meeting room rental and miscellaneous charges are subject to 6\% Sales Tax and a 22\% Taxable Service Charge. The Commonwealth of Virginia states fixed service charge is subject to sales tax. All overnight guest rooms are subject to State, Local, and Hotel Tax totaling $15 \%$ plus $\$ 2.00$ occupancy tax per night.


## GUARANTEES

The number of guests attending your function must be given to our Catering Department 7 business days prior to the event. This number will be considered your final guarantee and you will be charged for this number, plus any guests in addition to the guarantee. If no final guarantee is provided, the original amount contracted will be used as the guarantee.

## LIABILITY

The hotel cannot accept any responsibly for items left in the room during such times that the room is not occupied or after the room is vacant. All equipment and decorations must be removed from the property immediately following an event.

## AUDIO VISUAL, ELECTRICAL \& MECHANICAL REQUIREMENTS

Arrangements for your Audio/Visual, Electrical and or Mechanical requirements can be made with your Catering Representative. Charges will be assessed according to current fees and specifications. The catering department requires notification of any equipment and materials that the client wishes to bring into the hotel and reserves the right to inspect and approve in advance.

PROJECTOR PACKAGE - Includes LCD Projector, Screen, AV Cart, Power Strip, HDMI Cord, and Extension Cord / \$250

SOUND SYSTEM - Includes Microphone, Speaker, and Power Strip / \$150

LCD PROJECTOR / \$200
8 FOOT SCREEN / \$50
EXTENSION CORD OR POWER STRIP / \$5
FLIP CHART / \$25

## Meeting Roomss

Virginia Beach is a year-round attraction. Call our professional sales staff for assistance in planning your special event. Our facilities cater to corporate meetings, social functions, wedding receptions, reunions, training sessions, luncheons, private parties and banquets. Whether it be an intimate meeting or a group of up to 120 people, we can customize a setting including a choice of menus. Count on us to take care of all the details to make your event a success!

SETUP STYLES


Theater


Banquet


Conference


Classroom

OCEANSIDE BALLROOM

## DOLPHIN ROOM

Ocean View Mezzanine
Second Floor

MEETING \& BANQUET CAPACITIES


