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# CATERING MENUS

EMBASSY SUITES DFW AIRPORT NORTH | 2401 Bass Pro Drive, Grapevine, Texas  
[www.embassysuitesdfwnorth.com](http://www.embassysuitesdfwnorth.com) | (972) 724-5109



# atrium meeting package

**atrium full day** | \$179 per person

**private morning break**

regular and decaffeinated starbucks coffee  
assorted herbal teas  
fresh juices, soft drinks and bottled water  
fresh fruit and assorted breakfast treats

**atrium buffet lunch\***

soup, salad & sandwich of the day  
hors d'oeuvres of the day  
two hot entrees  
action station  
starch and seasonal vegetables  
rolls and assorted breads  
iced tea and soft drinks  
dessert bar

**private afternoon break**

regular and decaffeinated starbucks coffee  
assorted herbal teas  
fresh juices, soft drinks and bottled water  
assortment of snacks and treats

**meeting space**

general session with standard set-up

**audio-visual package**

screen, applicable to meeting room  
high-speed wireless internet

**(lcd projector may be added for \$295 per day)**

**atrium half day** | \$159 per person

**choice of morning or afternoon break**

regular and decaffeinated starbucks coffee  
assorted herbal teas  
fresh juices, soft drinks and bottled water  
either fresh fruit and assorted breakfast treats  
or assortment of snacks and treats

**lunch options**

choice of atrium buffet lunch or boxed lunch to-go

**meeting space**

general session with standard set-up

**audio-visual package**

screen, applicable to meeting room  
high-speed wireless internet

**(lcd projector may be added for \$295 per day)**



**\*minimum of 35 people required – if less than 35 people, meal may be plated**

# breakfast

## **all-american plated breakfast** | \$35 per person

scrambled eggs with choice of hickory smoked bacon or maple link sausages, hash brown potatoes, assorted muffins, preserves and butter, chilled orange juice, freshly brewed coffee and international herbal teas

## **tex-mex plated breakfast** | \$37 per person

jumbo breakfast burrito with chorizo and cheddar jack cheese, breakfast potatoes with onion and bell pepper, side of salsa, sour cream and jalapenos, chilled orange juice, freshly brewed coffee and international herbal teas

## **breakfast bowl** | \$40 per person (k), (gf)

scrambled eggs with bacon, sausage & cheese, chilled orange juice, freshly brewed coffee and international herbal teas

## **avocado toast** | \$40 per person (v), (vg)

fresh avocados on toast with a side of roasted breakfast potatoes, chilled orange juice, freshly brewed coffee and international herbal teas

## **continental breakfast** | \$36 per person

chilled fruit juices, sliced and whole fresh fruit, assorted yogurts, assorted muffins, brewed regular and decaffeinated coffee, international herbal teas and milk, choice of assorted bagels, assorted dry cereals or hard-boiled eggs

## **grapevine buffet\*** | \$51 per person

chilled orange juice, sliced fresh fruit, southern-style biscuits with sausage gravy, scrambled eggs served with shredded cheddar cheese and diced ham, smoked bacon and country sausage, breakfast potatoes, brewed regular and decaffeinated coffee, international herbal teas and milk, choice of pancakes, waffles or french toast

## **atrium breakfast** | \$40 per person

if you would like to invite local meeting guests to enjoy our existing hotel breakfast buffet, vouchers may be purchased in advance

v = vegetarian    vg = vegan    gf = gluten free    k = keto-friendly

\*minimum of 35 people required for breakfast buffets



# breaks

per person | choose 3 items \$28 | choose 4 items \$32 | choose 5 items \$36 | choose 6 items \$40  
(choices are either for morning or afternoon and cannot be combined)

## mornings

- layered fruit and granola yogurt parfaits
- sliced fresh fruit to include assorted melons, pineapple and berries
- assorted house made granola and power bars
- assorted croissants, cronuts and cinnamon rolls
- donut wall with assorted donuts
- french toast shooters
- bagels with assorted flavored cream cheese
- fruit smoothie shooters

## afternoons

- build-your-own trail mix with candied nuts, dried cranberries, raisins, mini pretzels, yogurt covered pretzels and raisins
- imported and domestic cheese charcuterie
- assorted jerky & cheese bar
- movie theater popcorn bar
- jumbo soft pretzels served with stone-ground mustard
- chips and queso with guacamole and house-made salsa
- hummus & tzatziki bar with flat bread, pretzel rods, carrots and celery sticks
- assorted fresh baked cookies
- fudge brownies & blondies

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## by the dozen | \$72

- breakfast pastries, breads, muffins and croissants
- bagels with assorted cream cheese
- chocolate fudge brownies or blondies
- jumbo pretzels served with stone-ground mustard
- freshly baked cookies
- assorted donuts
- house-made granola & power bars





# breaks

## beverage packages

**all-day beverage package** | \$40 per person

includes unlimited freshly brewed regular and decaffeinated coffee, herbal teas, bottled water and assorted soft drinks

**half-day beverage package** | \$20 per person

includes unlimited freshly brewed regular and decaffeinated coffee, herbal teas, bottled water and assorted soft drinks

**beverage package enhancement (choose 1)** | \$6 per person

fresh fruit smoothie bar  
fresh fruit-infused water  
regular & sugar-free red bull  
wellness bar shots including immunity boost, energy boost, anti-inflammatory boost and detox boost

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## consumption beverages

freshly brewed regular and decaffeinated coffee  
assorted herbal teas  
iced tea or lemonade

\$94 per gallon\*  
\$94 per gallon\*  
\$68 per gallon\*

bottled water  
assorted regular and diet sodas (coke products)  
sparkling mineral water  
red bull (regular and sugar-free)

\$5.50 each  
\$5.50 each  
\$6.50 each  
\$9 each

\*per gallon beverages are only sold by the full gallon



# lunch

**atrium lunch buffet** | \$65 per person

served in the comfort of the atrium

soup of the day  
salad bar  
deli meat and cheese tray  
hot hors d'oeuvres  
two hot entrees  
chef-attended action station  
starch and seasonal vegetables  
rolls and assorted breads  
coffee, iced tea and soft drinks  
dessert bar

\*minimum of 35 people required – if less than 35 people, meal may be plated



# lunch

**boxed lunch** | \$55 per person | limit of two choices (not including vegetarian)

includes pasta salad, whole fruit, cookie, soda/water

## vegetarian

herb wrap with boursin red bell pepper spread, grilled vegetables, portabella mushrooms, sprouts and avocado

## manhattan deli

freshly baked hoagie with salami, pastrami, provolone, shaved red onion and shredded lettuce and tomato

## lubbock

fajita steak with chipotle dressing, lettuce, tomato and cheddar cheese on grilled sourdough

## napa valley

croissant with fresh mozzarella, sun-dried tomatoes, smoked turkey and basil pesto spread

## mediterranean

herb wrap with pesto mayo spread, grilled chicken, artichokes, sun-dried tomato and feta cheese

## cobb

herb wrap filled with roasted turkey, lettuce, tomato, bleu cheese crumbles, bacon, avocado and ranch dressing

## smoked chicken salad

house-made chicken salad with brandied apricots and toasted pecans in an herb dijonaise dressing on 9-grain bread



# lunch

## **gourmet sandwich plate** | \$55 per person

soup  
 choice of either pasta salad or tossed salad  
 choice of pre-made sandwich including:  
 turkey, roast beef or honey-cured ham & salami  
 potato chips  
 choice of either chocolate chip or oatmeal cookie  
 regular and decaffeinated coffee and iced tea

**pre-plated lunch with limit of two sandwich choices  
 salad and cookie will be the same for all**

## **grilled chicken** | \$65 per person (k), (gf)

house salad with ranch or raspberry vinaigrette  
 dressing  
 grilled chicken with seasonal vegetables and  
 black bean corn salad  
 chef's selection of dessert  
 regular and decaffeinated coffee and iced tea

## **deli buffet\*** | \$58 per person

a variety of deli meats and cheeses including turkey,  
 roast beef, honey-cured ham and salami  
 american, swiss, and cheddar cheeses  
 mustard, mayonnaise and creamy horseradish  
 leaf lettuce, sliced tomatoes and pickle spears  
 assorted deli breads and rolls  
 potato chips  
 assorted cakes and pies  
 regular and decaffeinated coffee and iced tea

**\*minimum of 35 people required for buffet -  
 additional \$175 prep & labor charge if less than 35  
 guests.**

## **vegetable stack** | \$65 per person (v), (vg)

house salad with vinaigrette dressing  
 grilled vegetable stack with penne pasta  
 chef's selection of dessert  
 regular and decaffeinated coffee and iced tea

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# receptions

**hors d'oeuvres package** | \$53 per person | 2 hours of service

## includes

bistro station to include a selection of imported and domestic meats and cheeses with assorted water, biscuits and breads, garnished with fresh fruit, market basket of fresh-cut vegetables and assorted dipping sauces

## choose 4 of the following hot and cold selections:

### hot selections

- tequila-lime chicken skewers
- coconut-crust chicken tenders
- mini beef wellington
- churrasco beef skewers
- swedish meatballs
- bbq bacon wrapped shrimp with mango cilantro sauce
- pot stickers
- spanakopita (v)
- boursin-stuffed mushroom caps (v)
- spring rolls with sweet & spicy chili sauce (v) (vg)

### cold selections

- truffled deviled egg
- grilled asparagus with prosciutto
- sesame ahi poke with wonton crisp in individual spoon
- tomato bruschetta (v) (vg)
- pear & almond brie on crostini (v)
- caprese skewers with balsamic glaze (v) (vg)
- sun-dried tomato and mozzarella in pastry cup (v)
- goat cheese mousse topped with pecans and grapes on a toasted baguette (v)



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Special dietary needs can be accommodated upon request.

Price is subject to 26.50% service fee and 8.25% sales tax.

# receptions

**hors d'oeuvres** | hot and cold | minimum order of 50 pieces per item

## \$7 per piece

tomato bruschetta (v) (vg)  
pear & almond brie on crostini (v)  
caprese skewers with balsamic glaze (v) (vg)  
sun-dried tomato and mozzarella in pastry cup (v)  
goat cheese mousse topped with pecans and grapes on a toasted baguette (v)  
truffle deviled egg  
grilled asparagus with prosciutto

tequila-lime chicken skewers  
coconut-crusted chicken tenders  
churrasco beef skewers  
swedish meatballs  
pot stickers  
spanakopita (v)  
boursin-stuffed mushroom caps (v)  
spring rolls with sweet & spicy chili sauce (v) (vg)

## \$8 per piece

bacon-wrapped shrimp with mango cilantro sauce  
beef tenderloin with raspberry and onion crostini  
crab cakes with chipotle aioli  
mini beef wellington

## \$10 per piece

smoked salmon with herb cheese on toasted baguette  
gulf shrimp shooter with smoked cocktail sauce  
sesame ahi tuna poke with wonton crisp in individual spoon  
assorted sushi



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# receptions

**hors d'oeuvres** | displays | per person

**charcuterie display** | \$32

bistro station to include a selection of imported and domestic meats and cheeses with assorted water biscuits and breads, garnished with fresh fruit, market basket of fresh-cut vegetables and assorted dipping sauces

**international cheese display** | \$26

assorted imported and domestic cheeses, artisan crackers and assorted jams and spreads

**market style fruit display** | \$18

assorted seasonal sliced fruit with sweet yogurt dip

**market style crudité** | \$18

assorted fresh vegetables with herb buttermilk dip and hummus



# dinner stations

**stations** | per person | choose 4 for \$77 | choose 5 for \$87 | choose 6 for \$97 | all stations include a coffee and iced tea station  
minimum of 35 people

## displays

### bistro station

bistro station to include a selection of imported and domestic meats and cheeses with assorted water biscuits and breads, garnished with fresh fruit, market basket of fresh-cut vegetables and assorted dipping sauces

### salad station | choice of 2 served in individual martini glasses

signature salad with fresh field greens, julienned carrots, sliced cucumbers, grape tomatoes, croutons with ranch or raspberry vinaigrette dressing

caesar salad with chopped romaine hearts, garlic croutons, freshly grated parmesan cheese and caesar dressing

cobb salad with mixed greens, diced tomatoes, hard-boiled eggs, crispy bacon, crumbled bleu cheese, diced avocado and cobb salad vinaigrette

spinach salad with crisp spinach leaves, orange segments, toasted pine nuts, gorgonzola cheese with tangerine-thyme vinaigrette dressing

### mashed potato station

whipped potatoes with toppings to include applewood bacon, green onions, shredded cheddar cheese, regular and garlic butter and sour cream

whipped sweet potatoes with toppings to include brown sugar, candied pecans and cinnamon

### slider station

angus and cheddar, buffalo chicken, turkey and smoked gouda with french fries, and chipotle ketchup served in shot glasses

### flatbread pizza station

margherita, bbq chicken with grilled pineapple and red onion, spicy italian, buffalo chicken and basil pesto with goat cheese

### sushi station

assorted sushi rolls to include california rolls, spicy ahi tuna rolls, king salmon and cucumber rolls, vegetable spring rolls served with wasabi, pickled ginger and soy sauce | **add \$14**



Special dietary needs can be accommodated upon request.

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# dinner stations

**stations continued** | per person | choose 4 for \$77 | choose 5 for \$87 | choose 6 for \$97 | all stations include a coffee and iced tea station  
minimum of 35 people

**chef-action stations** | attendant required - \$195 each

## fajita station

beef and chicken fajitas, guacamole, sour cream, jalapenos, shredded cheddar cheese, pico de gallo, house salsa and warm flour tortillas

## lo mein station

chicken and beef lo mein served in chinese take-out boxes with chopsticks and vegetable spring rolls with sweet chili dipping sauce

## mac and cheese station

vermont white cheddar cheese sauce with toppings to include crisp ham, applewood bacon bits, grilled chicken, sweet peas and sautéed mushrooms

## pasta station

mini penne rigate, tri-colored cheese tortellini and linguine pasta served with alfredo sauce, roasted marinara and pesto sauces with toppings to include grilled chicken, italian sausage, baby spinach, diced tomatoes, artichokes, mushrooms, black olives, parmesan cheese, crushed red pepper flakes and garlic breadsticks

## shrimp and grits station

scallions, bacon, chopped ham, cheese, mini pickled jalapeno corn muffins

## sweets

### dessert station | choice of 2

key lime pie, new york cheesecake, deep dish bourbon street pecan pie, caramel granny smith apple pie, triple chocolate cake with raspberry chambord sauce

**s'mores station** including marshmallows, graham cracker cookies and hershey bars | **add \$6**

**gourmet coffee and hot chocolate station** including rich hot chocolate and fresh brewed starbuck's, regular and decaffeinated, served with caramel, hazelnut and french vanilla flavored syrups, whipped cream, chocolate shavings, cinnamon shaker, assorted sugars and chocolate peppermint sticks | **add \$9**



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# dinner stations

**carving stations** | per item | all served with silver dollar rolls and butter | may be added to any receptions or dinner

**herb-roasted top round\*** | \$760 (serves 60)

marinated with herbs and garlic and slowly roasted, accompanied by whole-grain rosemary mustard, horseradish cream and au jus

**roasted beef tenderloin\*** | \$625 (serves 25)

tender cut of premium beef cooked to perfection, accompanied by whole-grain rosemary mustard, roasted garlic mayonnaise, horseradish cream and au jus

**bourbon molasses glazed pit ham** | \$495 (serves 45)

slow-roasted bone-in ham with a bourbon molasses glaze, accompanied by whole-grain rosemary mustard and grilled pineapple chipotle demi-glace

**applewood smoked pork loin** | \$495 (serves 30)

center-cut pork loin smoked over applewood for a sweet and smoky flavor, accompanied by whole-grain rosemary mustard with ruby port wine demi-glace

**whole turkey breast** | \$700 (serves 35)

smoked over assorted fruit woods, accompanied by whole-grain rosemary mustard, orange-cranberry relish and silver dollar rolls

**\*all beef is cooked to medium-rare unless specified otherwise**

each item requires a culinary attendant at \$195 per item



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# dinner

**plated dinner** | per person | limit of two single entrée selections or one duet entrée selection  
all plated meals come with seasonal fresh vegetables, fresh baked rolls and butter, coffee and iced tea

## salads | choose 1 item

**signature salad** with fresh field greens, julienned carrots, sliced cucumbers, grape tomatoes, croutons with ranch or raspberry vinaigrette dressing  
**caesar salad** with romaine hearts, garlic croutons, freshly grated parmesan cheese and caesar dressing  
**strawberry salad** with crisp romaine, strawberries, feta, candied pecans, shaved red onion and sweet champagne dressing  
**petite wedge salad** with crispy bacon, grape tomatoes, texas bleu cheese and chives with bleu cheese dressing

## entrees | choose 1 item

**spinach and artichoke stuffed chicken** filled with with sherry wine cream sauce **\$68**  
**braised short ribs** with red-wine demi glace over creamy polenta | **\$70** (gf)  
**grilled filet of atlantic salmon** teriyaki glazed with mango roasted pepper relish or chardonnay herb sauce | **\$73**  
**filet mignon** grilled with port demi | **\$82** (gf)  
**grilled beef medallion** with mushroom demi-glace and **& grilled chicken breast** with lemon herb butter sauce sauce | **\$75**  
**classic surf 'n turf** grilled filet mignon with cabernet sauce and grilled shrimp topped with lump crabmeat | **\$95**  
**herb grilled chicken** with fresh seasonal vegetables and tomato cucumber relish | **\$66** (k), (gf)  
**vegetable stack** - vegetable stack with penne pasta | **\$66** (v), (vg)

## starches | choose 1 item

white cheddar mashed potatoes, southern cheesy grits, au gratin potatoes, garlic mushroom risotto, herb-roasted fingerling potatoes or wild rice medley

## desserts | choose 1 item

new york cheesecake with fresh seasonal berries, bourbon street pecan pie, triple chocolate cake with raspberry chambord sauce, limoncello cream cake with fresh fruit compote, layered tiramisu

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# dinner

**buffet dinner** | per person | all buffet meals include coffee and iced tea  
minimum of 35 people required for buffets

## **that's italian | \$75**

mixed arcadian salad greens with choice of dressings  
caesar salad with focaccia croutons, parmesan and caesar dressing  
antipasto display to include prosciutto, capicola, italian cheeses, roasted and pickled vegetables, arugula, lemon and olive oil  
traditional lasagna with beef sausage and five cheeses and penne pasta primavera  
grilled chicken with roasted artichokes, sun-dried tomatoes, portabella mushrooms, hand-torn basil and a caper butter sauce  
garlic bread sticks  
tiramisu, assorted cannoli, italian crème cake

## **san antonio fiesta | \$77**

tri-colored corn tortilla chips with fresh pico de gallo and warm queso  
mixed field greens with tequila lime vinaigrette and ranch dressing  
southwest chicken and roasted red pepper cones and chipotle beef churrasco steak skewers  
chicken and cheese enchiladas with sour cream sauce and hand-rolled tamales with red chili sauce  
refried black beans and spanish rice  
tres leches cake, margarita cake, pralines, mexican chocolate torte

**enhancement** beef and chicken fajitas served with flour tortillas, pico de gallo, sour cream, guacamole and shredded cheddar cheese | **add \$8**

## **texas rancher's gala | \$83**

heirloom bean salad, rustic potato salad, tossed greens with choice of dressings  
applewood smoked brisket in honey chipotle sauce, grilled hill country sausage, fried catfish, east texas venison chili with corn bread  
shiner bock borracho beans, cheddar-bacon potato casserole, medley of vegetables, grilled corn on the cob, jalapeno hushpuppies  
heirloom apple-caramel pie, cajeta bread pudding, deep dish bourbon pecan pie, triple chocolate brownies



Special dietary needs can be accommodated upon request.

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# dinner

**buffet dinner (continued)** | per person | all buffet meals include coffee and iced tea  
minimum of 35 people required for buffets

## **asian bistro | \$87**

assorted hand-made sushi, california and vietnamese spring rolls with pickled ginger, wasabi and soy  
crispy wonton wrapped shrimp with spicy thai chili sauce  
chilled seared ahi tuna on an asian vegetable slaw  
spicy orange beef and chicken pad thai station  
korean bbq-glazed pork loin  
pineapple ginger and jicama relish, stir fry vegetables, jasmine rice  
dessert "sushi", fortune cookies, mango sticky rice, lychee tarts

## **oceanside | \$98**

assorted sushi display  
mini crab cakes with chipotle aioli and wonton-wrapped shrimp  
signature salad with fresh field greens, julienned carrots, sliced cucumbers, grape tomatoes, croutons and ranch or raspberry vinaigrette dressing  
caesar salad with romaine hearts, garlic croutons, freshly grated parmesan cheese and caesar dressing  
grilled filet of atlantic salmon with mango roasted pepper relish or chardonnay herb sauce  
chilean sea bass sauteed with lobster tarragon sauce  
english style braised boneless short ribs with bacon and pearl onions  
balsamic-grilled vegetables and white cheddar garlic mashed potatoes  
dessert display including key lime pie, cheesecake, triple chocolate cake and crème brûlée



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# beverages

**consumption bar** | per drink unless otherwise specified

all bars require a bartender with a bartender fee of \$195 per bartender, all cash bars require a cashier with a cashier fee of \$195 per cashier

	<b>cash</b>	<b>hosted*</b>
<b>premium brands</b>	\$15	\$14
ketel one vodka, titos vodka, bacardi superior rum, hendrick's gin, maker's mark bourbon, casamigos repos tequila, johnnie walker black scotch, cointreau triple sec, courvoisier VSOP brandy, carpano dry vermouth, carpano classico sweet vermouth		
<b>name brands</b>	\$12	\$11
new amsterdam vodka, don q cristal rum, gordon's gin, jim beam bourbon, camerena silver tequila, grant's scotch, dekuyper triple sec, E&J brandy, carpano dry vermouth, carpano classic sweet vermouth		
<b>beer and wine</b>		
wine by glass (chloe cabernet & chardonnay)	\$12	\$10
wine by glass (decoy cabernet & copain chardonnay)	\$15	\$13
imported beer (corona, heineken)	\$10	\$9
domestic beer (budweiser, bud light, miller lite, coors light, michelob ultra)	\$9	\$7
<b>non-alcoholic</b>		
non-alcoholic beer (by advanced request only)	\$8	\$7
soft drinks	\$7	\$5
mineral water	\$8	\$6
<b>pre-purchased drink tickets (good for beer, wine or mixed drinks)*</b>		
premium bar		\$14
name brand		\$11
atrium evening reception (add-on for local attendees only, max 2 tickets per person)		\$10

**\*all purchases for hosted bars are subject to 26.50% service charge and 8.25% sales tax**

**enhancements including bottled wine, upgraded liquors, frozen margaritas and beer kegs are available for additional fees**



# beverages

**hourly bar** | per person | all bars include unlimited alcoholic beverages and soft drinks, juices and bottled water  
all bars require a bartender with a bartender fee of \$195 per bartender

## premium brands

ketel one vodka, titos vodka, bacardi superior rum, hendrick's gin, maker's mark bourbon, casamigos repos tequila, johnnie walker black scotch, cointreau triple sec, courvoisier VSOP brandy, carpano dry vermouth, carpano classico sweet vermouth

1 hour	\$30
2 hours	\$48
3 hours	\$62

each additional hour | \$14 per person

## name brands

new amsterdam vodka, don q cristal rum, gordon's gin, jim beam bourbon, camerena silver tequila, grant's scotch, dekuyper triple sec, E&J brandy, carpano dry vermouth, carpano classic sweet vermouth

1 hour	\$25
2 hours	\$40
3 hours	\$51

each additional hour | \$11 per person

## beer and wine

chloe cabernet & chardonnay  
corona, heineken, budweiser, bud light, miller lite, coors light, michelob ultra

1 hour	\$22
2 hours	\$31
3 hours	\$40

each additional hour | \$9 per person





# beverage enhancements

**upgraded selections** | per drink unless otherwise specified

all enhancement bars require a dedicated bartender with a bartender fee of \$195 per bartender, all cash bars require a cashier with a cashier fee of \$195 per cashier

	<b>cash</b>	<b>hosted*</b>
<b>smoked old fashioned</b> Smoke infused bourbon, simple syrup, bitters	\$17	\$15
<b>margarita bar</b> traditional, strawberry and mango margaritas, frozen or on the rocks	\$14	\$12
<b>mimosa bar</b> prosecco mixed with orange, cranberry, pineapple or mango juice	\$12	\$10
<b>bloody mary bar</b> traditional bloody mary with toppings including celery sticks, olives, pickle spears, bacon and jalapenos	\$12	\$10
<b>martini bar</b> Classic with gin or vodka, dirty, lemon drop, cosmopolitan or espresso	\$17	\$15

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# technology

## Dedicated Audiovisual Technician Support in Room

(minimum of 4 hours)

Monday – Friday	\$175 per hr.
Friday after 5pm & Weekends	\$200 per hr.
Holidays	\$225 per hr.



**EMBASSY  
SUITES**

by HILTON™

### technology packages | in-house services | per day

#### lcd projector with screen | \$600

lcd projector (4000 lumens)  
projector stand & screen  
cables

#### boardroom support | \$95

av cable  
built-in tv monitor

#### wired microphone package | \$205

wired microphone  
6-channel mixer & audio patch  
(additional wireless microphones \$175 each)

#### dual screen with projectors | \$1,150

two lcd projectors  
two projector stands & screens  
video distribution amplifier  
cables

#### presentation support | \$195

av cable  
projection stand  
screen

#### wireless microphone package | \$305

wireless handheld or lavalier microphone  
6-channel mixer & audio patch  
(additional wireless microphones \$175 each)



### a la carte audio visual | in-house services | per item, per day

#### accessories

whiteboard	\$135
flipchart & markers	\$85
adhesive paper flipchart & markers	\$100
easel	\$30
presentation remote with laser pointer	\$75
computer adapter	\$30

#### internet & phone

wireless internet access (per person)	\$25
hard-wired internet line	\$250
polycom speaker phone	\$200
polycom mic	\$80

#### setup & decor

up lights	\$80
spotlight (heritage 5 only)	\$150
pipe and drape (per 10-foot panel)	\$250
staging (4'x8' pieces – largest is 24'x28')	\$250
dance floor (3'x3' pieces – largest is 24'x24')	\$250

#### audio

powered speaker	\$160
audio patch	\$110
6-channel mixer	\$135
12-channel mixer	\$180

#### monitors & screen

confidence monitor	\$500
42" lcd monitor	\$585
55" lcd monitor	\$610
72" lcd monitor	\$635
8' tripod screen	\$175
laptop	\$295

#### power

power strips	\$30
30-amp power drop (120v outlet)	\$300
50-amp power drop (120v outlet)	\$350

All A/V ordered through Hotel will be installed by Hotel Staff.  
Price is subject to 26.50% service fee and 8.25% sales tax.

# information

## general information

### service charge

All AV, beverage and food/dining is subject to a service charge of 26.50% which is taxable.

### taxes

All AV, beverage and food/dining is subject to 8.25% Texas sales tax. Meeting room is subject to state occupancy tax of 6%. If your company qualifies for tax exemption we will need a valid tax exemption form before your stay, or meeting.

**labor fees** (these fees are not applicable toward a food & beverage minimum)

carving fees \$175 per carver | one carver required per station

bartender fees \$175 per bartender | one bartender required per bar

cashier fees \$175 per cashier | one cashier required per cash bar

buffet fees \$175 for buffets with less than 35 people guaranteed

## agreement to banquet event policies

### confirmation of set-up requirements

Final menu items, room arrangements and other details pertaining to this function are outlined on the Banquet Event Order. Unless otherwise stated in the Banquet Event Order, the hotel reserves the right to change function rooms at any point should the number of attendees decrease, increase, or when the hotel deems it necessary.

### guarantees on all food and beverage

We need your assistance in making your function a success. Please confirm your attendance at least 3 business days in advance. This will be considered your minimum guarantee and is not subject to reduction. If no guarantee is received, the original expected attendance on your Banquet Event Order will be used. Charges are predicated upon factors pertaining to the entire program. Revisions in your group counts, times, dates, set-up, or meal functions may necessitate renegotiating the charges.

### outside food and beverage

Due to applicable law, you may not bring alcoholic beverages into your event, and no outside food is allowed in event space. A surcharge of \$40++ per person (based on the guarantee headcount) will be added to your final bill.

### billing

If credit has been extended, payment of the hotel balance due should be made upon receipt of the bill. All accounts not paid within 30 days are subject to a finance charge of one and a half (1.5%) per month of the unpaid balance, which is an annual percentage of 18%. **Final payment will be charged three (3) days prior to the event.**

### payment arrangements

Cash and credit card payments: All functions must be paid in advance unless direct billing has been approved by our credit manager. Functions may be guaranteed for payment or paid by the following credit cards: American Express, Diner's Club, Master Card or Visa. Completion of a credit card authorization form is required.

### check payments

The hotel will accept a company check, cashiers' check, money order or personal check. If a check will be used, it must be submitted to the hotel ten (10) days prior to the event arrival date.

### smoking policies

Smoking of cigars or cigarettes is not permitted in the public areas or in the meeting/banquet rooms. Smoking is allowed in the designated smoking areas. Compliance with this hotel policy is mandatory and a \$250.00 charge will be incurred for any violations.

### cancellation policies

If the hotel is advised that a definite booking is cancelled, a cancellation fee will be charged. The following policy is in effect in the absence of a cancellation clause in the catering or sales confirmation agreement. The cancellation fee for your function is one hundred percent (100%) of the total estimated food, beverage and room rental charges. This cancellation fee will be charged if this function is cancelled less than thirty (30) days from the event date.



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