



CONTINENTAL BREAKFAST

All Continentals Served with Freshly Brewed Regular & Decaffeinated Coffee and Assorted Bigelow Teas.

Continental breakfasts are priced per person for up to one hour. Should you wish to display the break longer than one hour, additional items will be charged a la carte.

Minimum 25 people – a labor fee of \$125 will be applied for groups with less than 25.

Classic Continental | \$25 pp

Fresh California Juices to include Orange and Apple,
Regular & Low Fat Muffins
Assorted Breakfast Breads served
with Sweet Butter & Local Fruit Preserves

Smart Choice Continental | \$31 pp

Fresh California Juices to include
Orange, Apple & Cranberry
Regular & Low Fat Muffins,
Assorted Breakfast Breads served with
Sweet Butter & Local Fruit Preserves,
Whole Seasonal Fresh Fruit,
Assorted Fruit and Plain Yogurt
with Housemade Granola

Bagel Mania | \$28 pp

Fresh California Juices to include Orange and Apple
Assorted Noah's Freshly Baked Bagels with
Plain and Flavored Cream Cheese,
Sweet Butter and Preserves

Continental Breakfast Enhancements

Steel Cut Oats with Brown Sugar and Dried Fruit	\$ 7 pp
Individual Plain & Flavored Yogurt	\$ 6 pp
Individual Cold Cereals	\$ 6 pp
Housemade Granola & Milk	\$ 7 pp
Local Seasonal Whole Fresh Fruit	\$ 6 per piece
Sliced Seasonal Fresh Fruit	\$ 7 pp
Noah's Bagels with Flavored Cream Cheeses	\$55 per dozen
Hard Boiled Eggs	\$38 per dozen
Smoked Salmon (sustainable) Platter with Capers, Onions, Sliced Tomato, Chopped Egg	\$17 pp
Breakfast Burrito, Scrambled Egg & Chorizo	\$ 8 pp

All prices are subject to a 23.5% service charge and 9% California State Sales Tax.



BREAKFAST

Plated selections include: Basket of Breakfast Breads with Sweet Butter and Local Fruit Preserves, Choice of One Juice: Orange, Grapefruit, Cranberry or Apple and Freshly Brewed Regular & Decaffeinated Coffee and Bigelow Tea Service

Minimum 25 people – a labor fee of \$125 will be applied for groups with less than 25.

Plated

All American Plated Breakfast | \$30 pp

Applewood Bacon or Sausage Links
served with Breakfast Skillet Potatoes
and Fresh Scrambled Eggs

Buffet

Create Your Own Breakfast Buffet | \$42 pp

Includes Freshly Brewed Regular & Decaffeinated Coffee, Bigelow Tea Service,
Fresh Juices to include Orange and Apple
Regular and Low Fat Muffins, Assorted Breakfast Breads
Sliced Seasonal Fresh Fruit and Berries with Plain Yogurt, Farmhouse Potatoes

Select Two

Scrambled Eggs, Pancakes, Vanilla French Toast or Cheese Omelet

Select Two

Applewood Bacon, Sausage Links or Grilled Ham

Buffet Enhancements | \$7 pp, per item

Croissant Breakfast Sandwich with Egg, Ham & Cheddar
Breakfast Tortilla Wrap with Scrambled Eggs, Sautéed Onions, Sausage & Cheese
Aidells Chicken Sausage
Southern Style Grits
Noah's Bagel with Regular and Flavored Cream Cheese
Large Jumbo Danish or Croissant

“Breakfast Action Stations”

Omelet Station Featuring | \$18 pp - Your

choice of 6 of the following: Ham, Bacon, Sausage, Roasted Chicken, Mushrooms, Mixed Peppers, Green Onion, Jalapenos, Diced Tomato, Spinach, Grilled Asparagus, Cheddar, Swiss, Mozzarella, Provolone or Monterey Jack

Waffle & Pancake Station | \$17 pp

Fresh Pancakes & Waffles made to order with the following Toppings: Warm Maple Syrup, Fresh Berries, Chocolate Shavings, Whipped Butter, Whipped Cream, Strawberry & Blueberry Compote

Breakfast Quesadilla Station | \$17 pp - Grilled to Order

Flour and Whole Wheat Tortillas, Scrambled Eggs, Sausage, Mushrooms, Cheese, Salsa, Guacamole

A \$150 Chef's labor fee will be assessed for each station attending up to 50 pp
(Two-hour service time)

All prices are subject to a 23.5% service charge and 9% California State Sales Tax.

HEALTHY MENU

Minimum 25 people – a labor fee of \$125 will be applied for groups with less than 25.

BREAKFAST

All entrees are served with Freshly Brewed Coffee, Decaffeinated Coffee, and Bigelow Tea Service

Plated

Egg Whites Vegetable Scramble | \$32

Roasted Tomato Basil Relish, Spinach, Shiitake
Mushrooms, Sautéed Fennel and Shallots
served with Assorted Breakfast Breads

Crunchy French Toast | \$31

Thick Cut Whole Wheat Bread Dipped in
Eggbeaters and Corn Flakes
Topped with Fresh Strawberries and Bananas
served with Light Maple Syrup

Buffet

Energizer (Low Fat) | \$39

Sliced Fresh Seasonal Fruit and Berries, Assorted
Dry Cereals with Non-Fat Milk
Low Fat Waffle with Country Maple Syrup, Roasted
Pepper Vegetable, Egg Whites Scramble
Low Fat Cottage Cheese and
Assorted Sliced Breads

Low Carbs | \$37

Fresh Roma Tomatoes and Mozzarella Platter
Sliced Deli Meats and Cheeses
Applewood Bacon and
Turkey Sausage
Scrambled Eggs with
Cheddar Cheese
Grilled Roasted Vegetables

Low Cholesterol | \$37

Sliced Seasonal Fruit and Berries
Assorted Dry Cereals with
Non-Fat Milk, Oatmeal and Crunchy French Toast
Scrambled Eggbeaters
Low Fat Honey and Bran Muffins, Toasted English
Muffins and Noah's Bagels

“BRUNCH IT UP”

Homemade Pancakes with Warm Maple Syrup		\$7 pp
Thick Style French Toast with Warm Blueberry & Strawberry Compote		\$7 pp
Southwestern Scrambled Eggs with Chorizo, Sour Cream and Salsa Fresca		\$7 pp
Local Smoked Salmon (sustainable) with Traditional Accompaniments		\$14 pp

A \$150.00 Chef's labor fee will be assessed for each station attending up to 50 people

(Three-hour service time)



À LA CARTE SPECIALTY ITEMS

Beverages

Naked Smoothies	\$ 7 each
Starbucks Bottle Frappuccino and Iced Coffee	\$ 7.50 each
Crystal Geyser Sparkling, Flavored & Still Mineral Water	\$ 5.50 each
Snapple Flavored Iced Tea	\$ 7 each
Peet's Regular & Decaffeinated Coffee	\$89 gallon
Freshly Brewed Coffee and Assorted Bigelow Tea Service	\$84 gallon
Fresh Juices to include Orange, Apple, Grapefruit, Cranberry Tomato & V-8	\$75 gallon
Freshly Brewed Flavored Iced Teas	\$ 5.50 each
Coca-Cola, Diet Coke, Sprite	\$75 gallon
Assortment of Milk	\$ 5.25 each
Bottled Water	\$ 5 each
Natura Still or Sparkling Water (for your Green Meeting)	\$ 5 each
Infused Water Break	\$ 1.75 pp (all day service)
Your Choice of Cucumber, Lemon or Lime	\$ 7 pp
Island Oasis Frozen Drinks (choose 2)	
Strawberry, Banana, Mango, Lemonade, Fruit Punch	\$ 7 pp

Breakfast Pastries

Apple or Cherry Streusel	\$45 dozen
Assorted Regular & Low Fat Muffins	\$45 dozen
Breakfast Breads	\$42 dozen
Danish Pastries	\$55 dozen
Croissants	\$55 dozen
Noah's Bagels with Regular & Flavored Cream Cheese	\$55 dozen

Sweets

Jumbo Cookies Chocolate Chip-Macadamia & Oatmeal Raisin	\$45 dozen
Brownies and Blondies	\$45 dozen
Assorted Candy Bars	\$ 5 each
Assorted Ice Cream Bars	\$ 7 each

Fruits and Grains

Granola Bars	\$ 5 each
Assorted Seasonal Whole Fresh Fruit	\$ 5 each
Sliced Seasonal Fresh Fruits & Berries	\$ 7 pp
Assorted Individual Yogurts	\$ 6 each
Individually Bagged Pretzels and Kettle Potato Chips	\$ 5 each
Popcorn	\$ 5 pp
Warm Pretzels	\$ 6 pp

All prices are subject to a 23.5% service charge and 9% California State Sales Tax.



BREAKS

Breaks are priced per person for up to one hour with a minimum of 25 people. A labor fee of \$125 will be applied for groups with less than 25 people. Additional items will be charged a la carte.

All items marked with * are gluten free
(our bread products and some desserts still contain wheat)
(Our gluten free foods are cooked in a kitchen that also cooks with wheat products)

Energizer Break | \$20 pp

Peanut Butter Dip with Celery Sticks
Power Bars, Local Whole Fresh Fruit, Trail Mix & Roasted Nuts
Red Bull Regular and Diet, Starbucks Ice Coffee

A Day with the A's | \$20 pp

Warm Soft Jumbo Pretzels with Assorted Mustards, Freshly Popped Popcorn,
Fresh Roasted Peanuts in the Shell, Assorted Sodas and Bottled Water

Cupcake Madness | \$18 pp

Assortment of Red Velvet, Chocolate & Vanilla Bean Cupcakes,
Freshly Brewed Coffee and Bigelow Tea Service

Halftime Sports Break | \$28 pp

Chips with Herb Dip & Onion Dip, Angus Beef Sliders with Pepper Jack Cheese &
Pesto Aioli, Beer Broiled Bratwurst with Caramelized Onions,
Diet and Regular Red Bull, Assorted Soft Drinks

Build your own Trail Mix Bar | \$18 pp

Lemon Drop Petite Lemon Meringue Tarts, Lemon Tea Cookies, Lemon Poppy Seed Cake, Ice Cold Lemonade

Retro Snacks | \$20 pp

Gourmet Potato Chips, Pretzels, Flavored Popcorn Snack Packs,
Oreo Cookies, Rice Krispy Treats, Cherry Coke



PLATED LUNCH

All Selections include your Choice of Soup or Salad served with Fresh Bakery Rolls, Sweet Butter and Local Market Vegetables, Freshly Brewed Iced Tea or Lemonade
Minimum 25 people – a labor fee of \$125 will be applied for groups with less than 25.

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Lunch Selection

*Chicken Tuscany | \$40 pp

Grilled Chicken Breast with Ragu of Artichokes, Fresh Basil, Tomatoes and Calamata Olives

*Mediterranean Breast of Chicken | \$40 pp

Served with Gluten Free Linguini Pasta in a Herb Infused Virgin Olive Oil, Local Seasonal Vegetables, Tomatoes, Fresh Thyme, Oven Roasted Garlic, Topped with Freshly Grated Parmesan Cheese

*Rubbed Roast Pork Loin | \$40 pp

with Sweet Glazed Shallots and Apples, Rosemary Bliss Potatoes and Jack Daniels Sauce

*Seared White Prawns with Garlic & Herbs | \$45 pp

Lemon, Fresh Oregano and Thyme with Grilled Local Seasonal Vegetables served with Gluten Free Fettuccini

*Pepper Seared Pacific Salmon | \$47 pp

Organic Five Grain Rice Pilaf with Tomato Concasse in a White Wine Reduction (sustainable)

*Flat Iron Steak | \$50 pp

Marinated and Flash Seared with a Sherry Mushroom Demi-Glace. Fresh Local Seasonal Vegetables and Cheddar Cheese Mashed Potatoes

*Salad or Soup Selection

Included in menu price (choose one)

*Organic Field Green Salad

with Roma Tomatoes, Cucumbers, Red Onion and Sun-dried Tomato Vinaigrette

*Classic Caesar Salad

Hearts of Romaine, Grated Parmesan, (Garlic Croutons on the side) and Creamy Caesar Dressing

*Mediterranean Salad

Radicchio, Frisée, Fennel and Mixed Greens, Cumin Carrot Salad, Olives, Roasted Peppers and Seasonal Vegetables

*Soup (gluten free options)

Chef's Daily Kettle Creation (Soup of the Day)

A La Carte Desserts

Raspberry or Chocolate Mousse	\$5 pp
*Flourless Chocolate Torte	
Lemon Torte with Raspberry Coulis	\$5 pp
Fresh Fruit Tart	\$7 pp
Chocolate Hazelnut Cake	\$6 pp
New York Cheesecake	\$9 pp
Tiramisu	\$9 pp
Key Lime Pie	\$9 pp



LIGHTER SIDE LUNCHEON ENTREES

All Light Chilled Luncheons are served with Bakery Rolls, Butter,
Freshly Brewed Iced Tea or Lemonade

A labor fee of \$125 will be applied for groups with less than 25 people.

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Golden Dragon Salad | \$38 pp

Marinated Breast of Chicken, Crisp Greens, Napa
Cabbage, Snow Peas, Sprouts, locally made Noodles,
Carrots with Lemon Grass, Cilantro and
Roasted Sesame Dressing

***Chilled Salmon Nicoise Salad | \$38 pp**

Tender Bibb Lettuce, Baby Green Beans
Teardrop Tomatoes and Parsley New Potatoes with
Dijon Vinaigrette

***Pan Seared Chicken Caesar Salad | \$38 pp**

Hearts of Romaine, Sliced Breast of Chicken, Garlic
and (Garlic Croutons on the side), Parmesan
Cheese, Olives and Tomatoes with a Creamy
Caesar Dressing

***Skewered Grilled Shrimp Nicoise Salad \$38 pp**

served on a Bed of French Beans, Red and Yellow
Tomatoes, Butter Lettuce and Chopped Egg Tossed
in Dijon Vinaigrette

***Soup (gluten free options)**

Chef's Daily Kettle Creation (Soup of the Day)

Desserts

*Chocolate Mousse | **\$5 pp**

*Flourless Chocolate Torte

Lemon Torte with Raspberry Coulis | **\$5 pp**

Chocolate Hazelnut Cake | **\$5 pp**

Fresh Fruit Tart | **\$7 pp**

New York Cheesecake | **\$9 pp**

Tiramisu | **\$9 pp**

Miso Glazed Salmon | \$40 pp

served on a Bed of Mixed Tender Greens, Jasmine
Rice Tossed with Fresh Tomatoes, Cucumbers and
Carrots in Lemon Grass and Ginger Vinaigrette

***Cobb Salad | \$39 pp**

Grilled Breast of Chicken, Bacon, Chopped Hard
Cooked Egg and Tomato, Saga Bleu Cheese with
Avocado, House Bleu Cheese Vinaigrette



LUNCH BUFFETS

All Luncheon Buffets served with Freshly Brewed Iced Teas or Lemonade

(Buffets require a minimum of 50 people or additional charges will apply)

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***The Rio Grande Buffet | \$48 pp**

Butter Lettuce, Roasted Corn and Queso Fresco Jicama, Orange, Lime and Black Bean Salad Seared Breast of Chicken with Cilantro and Lime Roasted Peppers, Cheese Tamales, Sautéed Seasonal Vegetables with Grilled Scallions, Vegetarian Ranch Beans with Tomatoes, Garlic and Cumin, Spanish Rice Basket of Crisp Tortilla Chips, Cilantro, Sour Cream and Salsa Fresco, Chocolate Mousse

Executive Deli Sandwich Buffet | \$46 pp

Lettuce and Radicchio Salad, Roasted Local Vegetables with Pesto and Herbs, Spicy Pasta Primavera, Whole Fresh Seasonal Fruit, Pre-made Deli Sandwiches with Roasted Turkey, Ham, Roast Beef, Shaved Swiss, Cheddar and Provolone Cheese Crisp Kosher Pickles

***Low Cholesterol | \$47 pp**

Sliced Fresh Seasonal Fruit and Berries, Mixed Field Greens with Lemon Vinaigrette, Spinach Salad with Orange Yogurt Dressing, Sage Grilled Breast of Chicken with Roma Tomatoes and Fresh Basil, Salmon Provencal with Sun-dried Tomatoes and Artichokes, Rice and Steamed Local Fresh Vegetables, (Fresh Fruit Tart or Gluten Free Options)

Southern Comfort | \$48 pp

Caesar Salad with (Garlic Croutons on the side), Red Bliss Potato Salad, Fresh Garden Salad, Home-Style Meatloaf with Mushrooms and Thyme, Southern Fried Chicken, Garlic Mashed Potatoes, Sautéed Fresh Local Seasonal Vegetables, Biscuits and Honey

***Mediterranean Sun and Sea Buffet | \$50 pp**

Salad of Radicchio, Frisee and Local Organic Greens, Hummus, Olives, (*Grilled Pita Bread Contains Wheat*), & Feta Cheese, Garbanzo Bean Salad with Artichoke, Red Onion and Aged Vinegar, Potato and Artichoke Salad with black Olives and Capers, Roasted Salmon with Lemon and Capers, Pan Seared Chicken with a Creamy Pomodoro Sauce, Saffron Rice and Local Seasonal Sautéed Vegetables, (Assortment of Desserts and Pastries Including Gluten Free Options)

***Tuscany Buffet | \$48 pp**

Antipasto Platter with Fire Roasted Peppers, Olives, Artichoke Hearts, Salami and Pickled Cherry Peppers, Slow Roasted Eggplant and Organic Five Grain Wild Rice Salad with Capers and Parsley, Chicken Saltimbocca with Sage and Lemon, Aidells Chicken Meatballs with Mushrooms and White Wine Sauce, Baked Gluten Free Penne Pasta with Broccolini and Garlic, Local Seasonal Vegetables with Pesto and Sweet Peppers (Assortment of Desserts and Pastries Including Gluten Free Options)



EXECUTIVE MENU PACKAGE #1 EXECUTIVE MENU PACKAGE #2

A labor fee of \$125 will be applied for groups with less than 25 people.

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(Our bread products and some desserts still contain wheat)
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The Continental

Selection of Juices, Assortment of Regular & Low Fat Muffins and Breakfast Breads served with Sweet Butter & Local Fruit Preserves, Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service

Mid-Morning Coffee Refresh

Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service

*Luncheon | \$89 pp

(Please Select One)

*Roasted Chicken Caesar Salad; Crisp Romaine, Pan Seared Chicken with (Garlic Croutons on the side) and Tangy Dressing Thai Chicken Salad, locally made Noodles, Carrots, Snow Peas, Bean Sprouts, Mint, Ginger, and Chilies served with Sesame Ginger Vinaigrette

*El Paso Salad, Sliced Chicken with Toasted Cumin, Olives, Black Beans, Cheddar Cheese, Tomatoes, Guacamole and Crisp Greens served with Cilantro Orange Vinaigrette

*Salmon Salad Nicoise; Yukon Potato, Butter Lettuce, Chopped Egg, Olives, Asparagus, Tomato Garnish and Red Wine Vinaigrette
Freshly Brewed Iced Tea or Lemonade

Afternoon Break

Freshly Brewed Regular & Decaffeinated Coffee, Sweet Treats Cookies, Brownies and Lemon Bars

The Continental

Selection of Juices, Assortment of Regular & Low Fat Muffins and Breakfast Breads served with Sweet Butter & Local Fruit Preserves, Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service

Mid-Morning Coffee Refresh

Freshly Brewed Coffee, Decaffeinated Coffee and Herbal Teas

Two Course Luncheon | \$99 pp

Hot Luncheon Salad and Entree

Includes: Garden Green Salad, Choice of One Entrée with Seasonal Local Vegetables, Rice or Potato,
Fresh Bakery Rolls with Sweet Butter

Please Select One

*Grilled Fillet of Salmon with Lemon, Capers and Tomato

OR

*Gluten Free Linguini Pasta Alfredo with Grilled Chicken, Local Seasonal Vegetables

OR

Sautéed Cajun Prawns, Andouille Sausage, Fresh Herbs in a Spicy Cream Sauce

Afternoon Break

Freshly Brewed Coffee, Natura Water and Sweet Treats and/or Assorted Chocolate Pastries



WALK AWAY BOX LUNCHES

All items marked with * are gluten free
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Sandwiches served on a Fresh French Roll or Specialty Artisan Breads

Served with Choice of *Red Bliss Potato Salad or *Organic Five Grain Wild Rice Salad with Greek Olives & Feta or *Quinoa Salad with Fresh Mint & Currants

Whole Seasonal Fresh Fruit, Individual Bag of Potato Chips, Jumbo Chocolate Chip Cookie and Candy

Choice of Three | \$35 pp

Fire Roasted Vegetable Sandwich, Herbed Boursin Cheese, Italian Style Peppers, Zucchini,
Baked Garlic Mushrooms, Crisp Greens and Vine Ripened Tomatoes

OR

Baked Honey Ham & Swiss Cheese

OR

Herb Tuna Salad

OR

Grilled Rosemary Chicken with Jack Cheese and Pesto

OR

Maple Peppered Roasted Turkey Breast and Aged Wisconsin Cheddar Cheese

OR

*Gluten Free Chefs Salad with Red Wine Vinaigrette

Soda or Bottled Waters | **\$5.25** each
(Based on consumption)

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RECEPTION

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Specialty Stations

Minimum order 25 people. Serving sizes are based upon reception portions. (2) pieces per person

*Old Oakland-Home Style | \$25 pp

Spicy Chicken Wing with Cayenne Pepper Sauce
Louisiana Hot Links with Peppers & Onions
Spicy Mustard & Tomato Simmered Aidells Chicken
Meatballs, Slow Cooked BBQ Pork with Fresh Assorted Rolls, Celery Seed Coleslaw

Streets of Chinatown | \$28 pp

Vegetarian Egg Rolls with Spicy Mustard
Steamed Shu Mai with Ginger Pork
Pan Fried Pot Stickers with Sesame Seeds
Steamed Pork Buns with Hoisin Sauce
Spicy Noodle Salad with Peanut & Mint
Fortune Cookies

*Fajita Bar | \$24 pp

Cilantro & Lime Grilled Chicken
Fire Grilled Peppers & Onions
Flour & Whole Wheat Tortillas
Corn Tortillas
Sour Cream, Guacamole, Cheddar Cheese, Salsa
Black Bean, Corn & Pepper Salad
Warm Ranch Beans

Little Italy | \$25 pp

*Gluten Free Penne,
Tortellini and Fusilli Pasta
House Marinara, Alfredo Cream and Pesto Sauce
served with Parmesan Cheese
Flavored Focaccia Squares

Sweet Indulgence | \$25 pp

Chocolate Dipped Fresh Fruit
Brownies, Blondie's,
Chocolate Dipped
Oreo Cookies
Individual Cakes & Petit Fours

Carving Stations

Minimum order 25 people \$125 Chef Carving Fee.

*Honey Glazed Ham | \$475

with Maple Mustard Sauce
Fresh Assorted Rolls
(serves 50)

*Sage Rubbed Pork Loin | \$425

with a Spicy Bourbon Glaze and Orange Chili Sauce, Fresh Assorted Rolls
(serves 50)

*Roast Breast of Turkey | \$495

served with Pesto Mayonnaise and Cranberry Chutney
Fresh Assorted Rolls
(serves 45)

*Side of Pacific Smoked Salmon | \$325

Rye Crisps, Capers, Chopped Eggs, Sweet Red Onion, Crème Fraiche, Lemon Dill Cream Cheese
(serves 25)

*Slow Roasted Cross Rib of Beef | \$525

Seared with Fresh Herbs. served with Natural Jus
Creamed Horseradish and Dijonnaise Sauce,
Fresh Assorted Rolls (serves 50)

Including Gluten Free Options



RECEPTION

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Cold Display

*International & Domestic Cheeses | \$14 pp

Assorted Cheese to include, Monterey Jack, Wisconsin Cheddar, Brie, Gorgonzola, Roasted Nuts, Dried Fruit, Baguette, Crackers & Bread Sticks

*Charcuterie Display | \$17 pp

Mediterranean Olives, Salami, Prosciutto, Assorted Hummus, Roasted Peppers, Feta, Lavash & Mushrooms

*California Crudités | \$12 pp

Grilled & Raw Seasonal Vegetables with Herb Pesto Dip & Lemon Aioli

*Seasonal Fruits and Berries | \$12 pp

We use only Fresh Local Seasonal Fruit & Berries

*Middle Eastern Display | \$16 pp

Hummus, Baba Ghanoush, Quinoa Tabbouleh Salad, Stuffed Grape Leaves, Feta Cheese and Olives served with Pita Bread

Baked Brie | \$295

Brie Baked in Puff Pastry served with Seasonal Fruits, Roasted Nuts and Crispy Baguettes

*Sushi | \$30 pp

Sushi, Sashimi, and California Rolls with (Soy Sauce contains gluten), Wasabi, Ginger and Edamame

Platter of Gourmet Sandwich Sections

| \$14 per piece, minimum of 25 pieces

served on a Sesame Crusted French Loaf
Honey Glazed Turkey with Boursin Cheese, Grain Mustard and Basil, Roast Beef with Brie, Horseradish and Baby Greens, Avocado, Roast Peppers, Grilled Vegetables, Olive Oil and Herbs, Baked Ham & Swiss Cheese with Honey Mustard & Cherry Peppers

RECEPTION

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Cold Hors d'oeuvres

\$150 for 25 pieces
 (25 piece minimum per item)

- *Stuffed Deviled Eggs with Golden Caviar
- *Antipasto Kabob: Mozzarella Cheese, Roasted Tomatoes, Kalamata Olives and Prosciutto
- Mignonettes of Filet with Wild Mushroom Glaze
- *Belgian Endive with Shrimp Mousse and Pimento
- Fresh Bruschetta
- Boursin Cheese and Walnut in a Mini Bouchée
- Local Smoked Salmon on Crostini Crisp Bread, Capers & Cream Cheese
- Garlic Bread Topped with Crab Meat & Spinach
- *Jumbo Iced Prawns with Horseradish Cocktail Sauce

Hot Hors d'oeuvres

\$150 for 25 pieces
 (25 piece minimum per item)

- *Spicy Sweet Chicken Wings with Cajun Hot Sauce
- Vegetarian Spring Rolls with Sweet & Sour Dipping Sauce
- Steamed Pot Stickers with Ginger Pork and Scallions
- Crisp Spanakopita with Spinach and Feta, Yogurt Dill Dipping Sauce
- *Stuffed Mushrooms with Italian Sausage and Spinach
- *Spiced Aidells Chicken Meatballs with BBQ Dipping Sauce
- House made Quesadillas with Cheese, Black Beans and Spicy Salsa
- Coconut Fried Prawns with Spicy Orange Sauce
- *Skewered Sautéed Garlic Prawns Wrapped in Bacon, White Wine and Fresh Herbs
- Classic Beef or Chicken Sliders, Cheddar and Spicy Coleslaw
- Dungeness Crab Cakes with Creole Mustard Sauce



DINNER ENTREES

All Entrees are served with Bakery Rolls, Butter, Soup or Salad and Dessert
Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service
A labor fee of \$125 will be applied for groups with less than 25 people.

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Dinner Selection

*Chicken Florentine | \$54 pp

Seared Breast of Chicken on a Bed of Braised Spinach with Lemon, Onions and Parmesan Cheese served with Roast Garlic and White Wine Sauce

*Pan-Seared Swordfish | \$56 pp

Orange Ginger Glaze, Roasted Pineapple Salsa served with Ginger Fried Rice and Crisp Broccoli

*Seared White Prawns with Garlic and Fresh Tomato | \$54

Chardonnay Lemon Sauce with Fresh Oregano, Artichoke Hearts and Fresh Thyme served with Gluten Free Linguini

*Rosemary Roasted Pork Loin | \$53 pp

served with Apples, Cider and Pepper Bacon Cream Sauce, Sweet Potato Mash and Fresh Vegetables

*Oven-Seared Three Pepper Salmon Filet | \$55 pp

Roasted Cherry Tomatoes, Garlic and White Wine served with Wild Rice Pilaf and Fresh Vegetables

*Roast Prime Rib of Beef | \$69 pp

Aged Roast Prime Rib of Beef served with Natural Jus Garlic Whipped Potatoes & Fresh Local Broccolini

*8 oz. Flat Iron Steak | \$65 pp

Porcini Crusted Steak
Bleu Cheese Spinach Gratin
Mushroom Stuffed Tomatoes

Salad, Soup and Dessert Selections

Salads

*Organic Field Green Salad

with Roma Tomatoes, Cucumbers, Red Onion and Sun-dried Tomato Vinaigrette

*Classic Caesar Salad

Hearts of Romaine, Grated Parmesan, (Garlic Croutons on the side) and Creamy Caesar Dressing

*Mediterranean Salad

Radicchio, Frisée, Fennel and Mixed Greens, Cumin Carrot Salad, Olives, Roasted Peppers and Seasonal Vegetables

*Soup (gluten free options)

Chef's Daily Kettle Creation (Soup of the Day)

Desserts

*Flourless Chocolate Torte

New York Cheesecake with Raspberry Coulis

Fresh Fruit Tart

Tiramisu - Key Lime Pie

Raspberry or Chocolate Mousse

Lemon Torte with Raspberry Coulis

Chocolate Hazelnut Cake



DINNER DUETS

All Entrees are served with Fresh Bakery Rolls and Sweet Butter, Soup or Salad and Dessert

Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service

Minimum order for 25 people \$125.00 labor charge under 25.

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***Pan Roasted Breast of Sonoma Chicken & Jumbo Scallops | \$79**

Breast of Sonoma Chicken with Garlic and Artichokes Paired with Seared Jumbo Scallops with Capers & Lemon

OR

*Garlic Gulf Prawns Scampi Style in White Wine

***Filet of Top Sirloin and Salmon | \$84**

Pepper Crusted Filet of Beef, Shallots and Red Wine Paired with Pan Seared Salmon with Capers, Lemon & Fresh Dill

Salad, Soup and Dessert Selections

Salads

***Organic Field Green Salad**

with Roma Tomatoes, Cucumbers, Red Onion and Sun-dried Tomato Vinaigrette

***Classic Caesar Salad**

Hearts of Romaine, Grated Parmesan, (Garlic Croutons on the side) and Creamy Caesar Dressing

***Mediterranean Salad**

Radicchio, Frisee, Fennel and Mixed Greens, Cumin Carrot Salad, Olives, Roasted Peppers and Seasonal Vegetables

***Soup (gluten free options)**

Chef's Daily Kettle Creation (Soup of the Day)

Desserts

*Flourless Chocolate Torte

New York Cheesecake with Raspberry Coulis

Fresh Fruit Tart

Tiramisu - Key Lime Pie

Raspberry or Chocolate Mousse

Lemon Torte with Raspberry Coulis

Chocolate Hazelnut Cake



VEGETARIAN MENU

All Entrees are served with Bakery Rolls, Butter and Choice of Salad
Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service
Minimum order for 25 People \$125.00 labor Charge under 25

All items marked with * are gluten free
(Our bread products and some desserts still contain wheat)
(Our gluten free foods are cooked in a kitchen that also cooks with wheat products)

***Fire Roasted Eggplant and Portobello
Mushroom Napoleon (Vegan)**

Lunch \$42 | Dinner \$55

Layers of Tomatoes, Roasted Peppers,
Onions, Sautéed Local Greens, Tomato and Basil
Sauce

***Oriental Stir-fry (Vegan)**

Lunch \$42 | Dinner \$54

Carrots, Snow Peas, Water Chestnuts, Shiitake
Mushrooms, Seared Marinated Tofu Stir-fried with
an Orange Tamari Glaze, served with Steamed Rice,
Baby Bok Choy and Black Sesame Seeds

Roasted Vegetable Ravioli

Lunch \$42 | Dinner \$54

Filled with Eggplant, Bell Pepper, Ricotta Cheese and
Herbs, served with a Tomato Cream Sauce

Pasta Saccotini

Lunch \$42 | Dinner \$54

Pasta Pouches filled with Sautéed Spinach and Garlic,
served on a Bed of Local Seasonal Vegetables and
Roasted Pepper Coulis

***Quinoa and Vegetable Stuffed Pepper
(Vegan)**

Lunch \$42 | Dinner \$55

Roasted Red Pepper Sauce

Dessert Options Inclusive with Dinner Only

*Flourless Chocolate Torte

New York Cheesecake with Raspberry Coulis

Fresh Fruit Flan

Chocolate Hazelnut Cake

Tiramisu

Key Lime Pie



DINNER BUFFET

Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service
Minimum order for 50 People \$125.00 labor Charge under 50

All items marked with * are gluten free
(Our bread products and some desserts still contain wheat)
(Our gluten free foods are cooked in a kitchen that also cooks with wheat products)

***Wine Country | \$57**

Antipasto Platter with Fire Roasted Peppers, Mediterranean Olives, Artichoke Hearts, Salami, Prosciutto and Pickled Cherry Peppers, Roasted Sonoma Vegetables with Pesto, Baby Spinach Salad with Eggs, Bacon and Red Onions, Grilled Garlic Chicken Breast with Sun-dried Tomatoes and White Wine, Rosemary Scented Aidells Chicken Meatballs with Olives and Oven-Braised Garlic, Gluten Free Penne Pasta with Roasted Tomato Sauce, Quinoa with Braised Greens and Parmesan Cheese and Local Seasonal Vegetables with Basil, Selection of Desserts to include Gluten Free Options

***New Mexico | \$55**

Caesar Salad with Tortilla Confetti, Roasted Cumin Scented Vegetable Salad, Black Bean and Corn Salad with Red Peppers, Seared Breast of Chicken with Tomatillo Salsa, Cheese Tamales, Spanish Rice, Ranch Beans with Tomatoes & Garlic, Basket of Crisp Tortilla Chips, Cilantro, Sour Cream and Salsa, Selection of Desserts to include Gluten Free Options

***Lake Merritt | \$59**

Butter Leaf Lettuce, Mandarin Oranges and Chive Salad, Organic Five Grain Wild Rice Salad with Bay Shrimp, Lemon and Tarragon, Baby Spinach with Mushrooms and Greek Feta Cheese, Oven Roasted Pork Loin with Apple Jack Daniel's Sauce, Fire Seared Breast of Chicken with Grain Mustard Sauce, Gluten Free Penne Pasta with Caramelized Cauliflower, Garlic and Parmesan Cheese, Roasted Bliss Potatoes with Garlic and Rosemary, Local Seasonal Vegetables, Selection of Desserts to include Gluten Free Options

***Skyline Buffet | \$60**

Belgian Endive and Watercress Salad with Roasted Walnuts and Dried Cranberries, Grilled Vegetable Salad with Balsamic Dressing, Lentil Salad with Currants, Parsley and Cucumber, Pan Seared California Salmon with Olives, Capers and Tomato Relish, Sonoma Chicken with Artichokes, Tomato and Garlic Ragoût, Gluten Free Penne Pasta with Basil, Walnuts and Fontina Cheese, Five Grain Lundberg Farms Organic Rice, Local Seasonal

Vegetables with Thyme and Mustard Butter,
Selection of Desserts to include Gluten Free
Options



HEALTHY MENU

Freshly Brewed Coffee, Decaffeinated Coffee and Bigelow Tea Service
Minimum order for 25 People \$125.00 labor Charge under 25

All items marked with * are gluten free
(Our bread products and some desserts still contain wheat)
(Our gluten free foods are cooked in a kitchen that also cooks with wheat products)

Dinner

Plated entrees served with Butter Leaf Lettuce,
Dried Cranberries, Frisee and Raspberry Vinaigrette

Plated

***Chicken Tarragon | \$55**

Seared Chicken with Tarragon Sauce
Grilled Beefsteak Tomatoes
Roasted Vegetables

***8 oz. New York Steak | \$69**

Porcini Crusted Steak
Bleu Cheese Spinach Gratin
Mushroom Stuffed Tomatoes

Buffet

***Healthy Choice (Low Fat) | \$57 pp**

Sliced Fresh Seasonal Fruits and Berries
Mixed Baby Organic Field Greens with
Fat Free Raspberry Vinaigrette
Grilled Local Seasonal Vegetable Platter
with Balsamic Vinaigrette
Chicken Breast and Red Onion Marmalade
Baked Salmon
Boiled Red Potatoes, Rice Pilaf, Steamed Fresh Local

Hors D' Oeuvres

Cold Selections

Garlic Bruschetta | **\$6 each**

Seared Ahi Tuna on Sesame Blini | **\$7 each**

Hot Selections

Skewered Peppered Tri-Tip with Roquefort
| **\$6 each**

Orange Glazed Chicken, Bell Pepper Brochette
| **\$6 each**

Dessert

(Please choose one)

Fresh Seasonal Fruit and Berries with a Vanilla
Yogurt Sauce

Angel Food Cake with a Fresh Berry Sauce

Vegetables and Herb Medley

*Low Fat Cheesecake

BEVERAGE MENU

Red Wines

Pinot Noir

California (House)	\$25.00
Mark West California	\$34.00
La Crema	\$46.00

Merlot

California (House)	\$25.00
Meridian Vineyard Merlot, California	\$28.00
Clos Du Bois, Sonoma County	\$40.00
St. Francis, Sonoma County	\$36.00

Shiraz

Rosemount, Australia	\$32.00
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Cabernet Sauvignon

California (House)	\$25.00
Estancia Paso Robles	\$39.00
Mt. Veeder	\$80.00

Zinfandel

Cigar, California	\$40.00
Rodney Strong, Northern Sonoma	\$48.00

White Wines, Sparkling Wines & Champagne

Sparkling Wine and Champagne

Mumm Napa Brut, Prestige	\$58.00
Chandon Brut Classic 187ml	\$18.00
Opera Prima	\$32.00

White Zinfandel

Beringer California Collection	\$28.00
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Riesling

Chateau Ste. Michelle, Columbia Valley	\$35.00
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Pinot Grigio

Meridian Vineyard, California	\$34.00
Pighin, Italy	\$45.00

Sauvignon Blanc

Brancott, New Zealand	\$35.00
Kenwood, Sonoma County	\$36.00

Chardonnay

California (House)	\$25.00
10 Span, Santa Barbara	\$35.00
Clos Du Bois, North Coast	\$38.00
Merryvale, Napa	\$44.00
Cuvaison, Napa	\$52.00



COCKTAILS

Cash Bar

Top Shelf	\$15	Domestic Beer	\$8
Premium	\$13	California Wines	\$12
Cordials	\$13	Mineral Water	\$6
Cognacs	\$13	Soft Drinks	\$6
Imported Beer & Microbrew	\$10	Juices	\$6

(Cash Bar prices include 9% sales tax)

\$250.00 Bartender Fee with Minimum 3-hours for Non-Hosted-Cash Bars. A \$50.00 per hour Bartender fee will be assessed for each additional hour after three hours.

Premium Brands

Smirnoff Vodka, Beefeater Gin, Jim Beam Whiskey, Seagram's 7 Canadian Whiskey, E&J Brandy, Bacardi Rum, José Cuervo Tequila, Grant's Scotch

Top Shelf Brands

Absolut Vodka, Tanqueray Gin, Jack Daniels Whiskey, Crown Royal Canadian Whiskey, Johnny Walker Black Scotch, Captain Morgan Rum, Tres Agave Tequila, Chivas Scotch

Host Bar

Top Shelf	\$14	Domestic Beer	\$7
Premium	\$12	California Wines	\$11
Cordials	\$12	Mineral Water	\$5
Cognacs	\$12	Soft Drinks	\$5
Imported Beer & Microbrew	\$9	Juices	\$5

\$175.00 bartender Fee with Minimum 3-hours for Hosted bars. A \$50.00 per hour Bartender Fee will be assessed for each additional hour after 3-hours.



Hosted Hourly Bar Packages

	<u>Premium Brands</u>	<u>Top Shelf Brands</u>
One-Hour Service	\$32 pp	\$37 pp
Two-Hour Service	\$45 pp	\$49 pp
Each Additional Hour	\$15 pp	\$17 pp

\$200.00 Bartender Fee. Minimum 3-hours for Hosted bars. A \$75.00 per hour Bartender Fee will be assessed for each additional hour after three hours.

Hosted Hourly Beer and Wine Bar Package

	<u>House Brands</u>	<u>Premium Brands</u>
One-Hour Service	\$28 pp	\$32 pp
Two-Hour Service	\$40 pp	\$45 pp
Each Additional Hour	\$12 pp	\$16 pp

Hosted Beer and Wine Bar prices are exclusive of 23% service charge and 9% tax. Beverage Attendant **\$75.00** per hour.

Fruit & Berry Punch (non-alcoholic) | **\$72** per gallon

Sparkling Champagne Punch | **\$89** per gallon

Martinelli's Sparking Apple Cider | **\$28** per bottle



INFORMATION

Food and Beverage

A signed Banquet Event Order must be on file in the Catering Department ten (10) business days prior to the function date. Kosher Catering is available.

Prices

Prices are quoted ninety (90) days in advance of the event. However, due to fluctuating market prices the quotation will be subject to change. Menu prices will be guaranteed for a maximum of 60 days.

Deposit/Minimum

A non-refundable deposit and a Food & Beverage Minimum Spend Guarantee may be required to confirm a function space reservation.

Payment

Payment for the guarantee and overset is due in full three business days prior to the event in the form of a credit card, cashier's check or cash unless credit has been established to the satisfaction of the Hotel's credit department. If credit is established, the account will be due in full thirty days after the completion of the event. Company checks must be presented ten days prior to the event date.

Seating

Seating may be at round tables with a minimum of 8 and a maximum of 12 guests at each table, unless otherwise requested. The Catering or Convention Services Manager will provide a diagram for assigned seating upon request.

Menu

Entrée selections are limited to one per menu with the exception of buffets. If a choice of plated entrée is required, the per person price will be based on the higher of the two entrées selected and the selection will be limited to two items (plus the Vegetarian Entrée du jour). The client must provide own Entrée Cards to designate each guest's selection of entrée.

Alcoholic Beverages

Guest must be able to show proper picture identification, upon request, when ordering or consuming alcoholic beverages. Any guest that appears under thirty (30) years of age must be able to show proof of age.

Corkage

No Beverage of any kind is permitted to be brought into the Hotel by the client or guest without special permission from the Hotel and must be served by Hotel staff if permission is granted. A \$20 per-bottle corkage fee will be assessed.

Bar Fee

A \$175 bartender fee, minimum 3-hours for Hosted Bars will be assessed and a \$250 bartender fee, minimum of 3-hours for non-hosted or Cash Bars for each bar set. A \$50 per hour Bartender Fee will be assessed for each additional hour. Beverage Attendant Fee \$75.

Coat Check

\$30 per hour, 4-hour minimum required

Decor

All decorations must meet the Oakland City Fire Department's regulations. Any open flame requires a permit and must be furnished to the Hotel prior to the event. Theme parties can be created and props must be approved prior to installation. The Hotel does not permit hanging or affixing anything from its existing walls or ceiling.

Security

A Hotel Loss Prevention Officer can be provided at \$50 per hour, four hour minimum required. The Hotel will not assume responsibility for damages or loss of merchandise left in the Hotel any time. Arrangements can be made for Hotel Security to assist with your needs.

Audio-Visual

A full service audio-visual company is located in the Hotel to service your function. For a complete description of services and charges, please refer to the AVMS brochure or contact them directly at 510-451-8612. Audio Visual Services are subject to prevailing Service Charge and Sales Tax Rates.

Telephone/Internet

Installation of an analog DID Phone line is available at \$150 per day plus per-minute usage. Polycom Conference Speakerphones are available at an additional \$100 per day. Internet access is available through hard-wired or wireless T-1 lines in each meeting room.

A schedule of T-1 pricing is available upon request from your Catering or Convention Services Manager or AVMS.

Engineering Services

Should functions require special lighting, electrical equipment, telephone lines, or any special assistance, information must be provided to the Hotel's Catering Department fourteen (14) days in advance. Depending on the extent of the arrangements and labor or equipment needed, additional charges may be assessed.

Electrical

Additional power is available for most of our banquet rooms. Charges will be based upon labor costs and actual power requirements.

Keys

A charge of \$150 per room will be charged for keys issued for limited access. If these keys are not returned at the conclusion of the function, an additional \$200 re-key fee will be assessed.

Banners/Signs

The Hotel does not permit hanging or affixing anything from its existing walls or ceiling. Hanging Banners, signs, seals and flags from rented Pipe & Drape may be arranged with the Catering or Convention Services Manager. A \$65 per banner charge will apply, in addition to the cost of renting Pipe & Drape

Shipping Materials

Shipments will be accepted up to three days prior to function date. There will be a \$10++ per box, incoming and \$10++ outgoing handling charge for all boxes processed by the Hotel. Each pallet or crate delivered to the Hotel is subject to a \$125++ handling charge. Shipping and receiving hours are 7:00am-4:30pm Monday through Friday. Any Boxes received or shipped on Saturday or Sunday will incur an additional incoming and outgoing, \$10++ per box handling fee. Should special arrangements for delivery be necessary, please contact your Catering or Convention Services Manager.

***Oakland Marriott City Center * 1001 Broadway * Oakland, CA 94607 * (510) 451-4000**

All prices are subject to a 23.5% service charge and 9% California State Sales Tax.



TERMS AND CONDITIONS CONTRACT

1. Patron agrees to pay the price pp, as shown provided, the quotation herein is subject to a proportionate price increase to meet the increased cost of food, beverages and other costs of operation existing at the time of performance of the undertaking by reason of increases in present commodity prices, labor costs, taxes or other similar reasons. Patron expressly grants the right to the Oakland Marriott City Center (herein after referred to as Hotel) to raise the prices herein quoted or to make reasonable substitutions. Otherwise, no change shall be made in any of the conditions of this contract without the understanding of both parties at least 72 hours prior to the date of the function.
2. The Hotel shall not be liable for its failure to perform this contract if such failure is due to Acts of God, labor problems, including but not limited to strikes, fire, flood, weather, earthquakes, restrictions upon travel, food, beverages or supplies, any other causes beyond its control, or interfering with the performance, whether enumerated herein or not.
3. Patron also agrees to reimburse the Hotel for fair value of any damages or losses caused to Hotel property or to third persons or their property by Patrons, Patron's Guests or Patron's Invitees.
4. It is a condition of this contract that the full payment shall be made at least **fourteen days in advance** of the function unless the Hotel has agreed to other credit arrangements. Interest at the maximum rate allowed by applicable law, essentially, 1½% per month (18% annum) will be charged on any unpaid balance over 30 days.
5. **Guarantee:** Attendance must be specified 72 hours (three business days) prior to function. This number will be considered a guarantee and will not be subject to reduction. All charges will be calculated based upon this number. If the Catering Office is not advised by this time, the estimated figure on the banquet event order will become the guarantee. It is our policy to prepare food and set 3% over the guarantee for all plated meal functions. Overset policy does not apply to reception or buffet meal functions.
6. **Cancellation and/or Reduction Policy:** If any Event is cancelled or there is a reduction of more than twenty percent (20%) in the committed number of covers, Patron agrees to pay Hotel the following:
 - a. Event is cancelled with advance notice of five (5) business days or more: Thirty five percent (35%) of the food and beverage revenue that the hotel reasonably estimates (based on the then-current minimum catering prices and committed number of covers) that it would have received for such Event (Hotel Revenue Estimate).
 - b. Event is cancelled with advance notice of less than five (5) business days: One Hundred percent (100%) of the Hotel Revenue Estimate for such Event.
 - c. Event attendance is reduced with advance notice of seventy-two (72) hours or more: Thirty-five percent (35%) of the difference between the Hotel Revenue Estimate for such Event and the actual revenue received for such Event.
 - d. Event attendance is reduced with advance notice of less than seventy-two (72) hours: One Hundred percent (100%) of the difference between the Hotel Revenue Estimate for such Event and the actual revenue received for such Event.
 - e. Any reduction/cancellation of events will result in full meeting room rental charges as outlined in this agreement.

Hotel agrees that after receipt of this amount, it will not seek further damages resulting from the cancellation or attrition of such Events.

7. **Service and Labor Charges:** All Food and Beverage prices and Audio/Visual Equipment are subject to a 23% service charge and prevailing California Sales Tax. California Law states that service charges are taxable. (California State Board of Equalization Regulation #1603). Additional services assistance such as coat check, cocktail servers, butler service, facility cleaners, security, etc., may be arranged for prior to your event.

A Labor Fee of \$125 will be assessed when guarantees are fewer than 25 guests for all full Breakfast, Lunch, Reception or Dinner Functions. For each Chef Attendant required a \$150 Fee will be assessed for a three-hour period. ***A charge of \$7 per person will be added to the menu price for breakfasts served before 6:00am and dinners served after 9:00pm.*** A charge of \$10 per person plus tax will be added to your bill on the following holidays: New Year's Day, Martin Luther King Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.



8. When requesting multiple entree menu selections (minimum of 100 people), the Hotel will present the same accompaniments for both entrees. Guarantee and count of each entrée must be provided 7 working days prior to event date. All entrees will be priced at the higher priced entrée selection.
9. Due to the hotel insurance regulations, no leftover food and/or beverage shall be removed from the premises. At the conclusion of the function, such food becomes the property of the hotel.
10. **Special Conditions:** No food and beverage of any kind may be brought into the Hotel by the client or guest without special permission from the Hotel. The Hotel reserves the right to charge for the service of such food and beverage.
11. Patron agrees to begin the function at the scheduled time and agrees to vacate at the closing time contracted or overtime charges may be incurred.
12. Patron will conduct the function in an orderly manner and in full compliance with the rules of the Hotel Management. The Hotel reserves the right to require additional security for any event. Contracted security will be arranged by the Catering/Convention Services Manager at an additional cost to the Patron at an hourly rate.
13. **Room Assignment and Set-up:** The Hotel reserves the right to move functions to meeting/banquet rooms other than those appearing on contract without prior notification. If Patron requests a change in set up from the original contract on the day of the function, an additional labor charge of \$500 may be assessed by Hotel equal to the published room rental. Early access to function room is subject to additional room rental fees. The Hotel will not assume any responsibility for damage or loss of any merchandise or articles left in the facilities prior to, during, or after Patron's function.
14. The Hotel will NOT permit the affixing to the walls, columns, glass, doors, floors or ceilings of any public space or meeting rooms with nails, tacks, foam tape, staples, and double stick tape or push pins. Signage must conform to the standards of the Oakland Marriott City Center Hotel. No frame wooden signage may be used inside or outside of hotel property. No handwritten signage is permitted in the hotel. Any signage or postings at the hotel will require the final approval of the Catering/Convention Services Department of the Oakland Marriott City Center.
15. **Material and Freight:** All shipments must have the following information on each parcel: company and client name, function name and date, Events Manager's name. The hotel must be notified of all deliveries. The Parcels will not be accepted until (3) three days prior to the function date. If more than (5) packages are sent, each package will be charged storage and handling fee of \$125 per day. Handling fee of \$9.00 per parcel will be charged to client's master account each time parcel is handled. Parcels returned to client must be re-packaged and labeled per shipper specifications. Expected deliveries in excess of twenty (20) total parcels must be handled by a contracted drayage company.
16. In the event that this agreement is signed in the name of a corporation, partnership, association, club or society, the person signing represents to the Hotel that he or she has full authority to sign such contract binding said entity. The signee, with signature, agrees and is in compliance of the above stated terms.

Name Printed: _____

Title Printed: _____

Signature: _____

Date: _____