



EMBASSY SUITES®

Alexandria - Old Town

CATERING MENUS



Breakfast

Start Your Day Off Right



Simple Beginnings

Start your day with a variety of breakfast selections

PLATED BREAKFAST

CLASSIC EGG BREAKFAST.....\$27.00 pp

- ◆ country scrambled farm fresh eggs
- ◆ roasted red bliss breakfast potatoes
- ◆ hickory smoked bacon or sausage links
- ◆ toast with assorted jams and butter

BOURBON BANANA FRENCH TOAST...\$28.00 pp

- ◆ griddle french toast topped with bourbon bananas, toasted pecans, cinnamon butter, and maple syrup
- ◆ grilled apple sausage and potato lyonnaise

GARDEN VEGETABLE QUICHE.....\$26.00 pp

- ◆ baby spinach, gruyere cheese, with roasted tomato coulis
- ◆ oven roasted yukon potato and vidalia onion hash

POACHED EGGS.....\$31.00 pp

- ◆ poached eggs served over a jumbo lump crab cake
- ◆ toasted english muffin and a tabasco hollandaise sauce

ALL PLATED BREAKFASTS INCLUDE

- ◆ chef's choice of freshly baked breakfast breads

ALL PLATED AND BUFFET BREAKFASTS INCLUDE

- ◆ orange, apple, grapefruit, and cranberry juice
- ◆ freshly brewed regular and decaffeinated coffee
- ◆ Bigelow herbal teas

BUFFET BREAKFAST

SUNRISE BUFFET.....\$34.00 pp

- ◆ sliced fresh seasonal fruits and berries with vanilla maple cream
- ◆ freshly baked breakfast breads, filled croissants, and bagels
- ◆ assorted jams and cream cheese
- ◆ individual yogurts with homemade granola
- ◆ country scrambled farm fresh eggs

Select One Breakfast Entrée

- ◆ belgian waffles with strawberries, whipped cream, butter, and maple syrup toppings
- ◆ french toast with bourbon bananas, toasted pecans, cinnamon butter, and maple syrup
- ◆ vegetable frittata with roasted red pepper coulis

Select Two Breakfast Sides

- ◆ maple peppered bacon
- ◆ grilled maple cured ham steaks
- ◆ sausage links, sausage patties, or turkey sausage

Select One Breakfast Potato

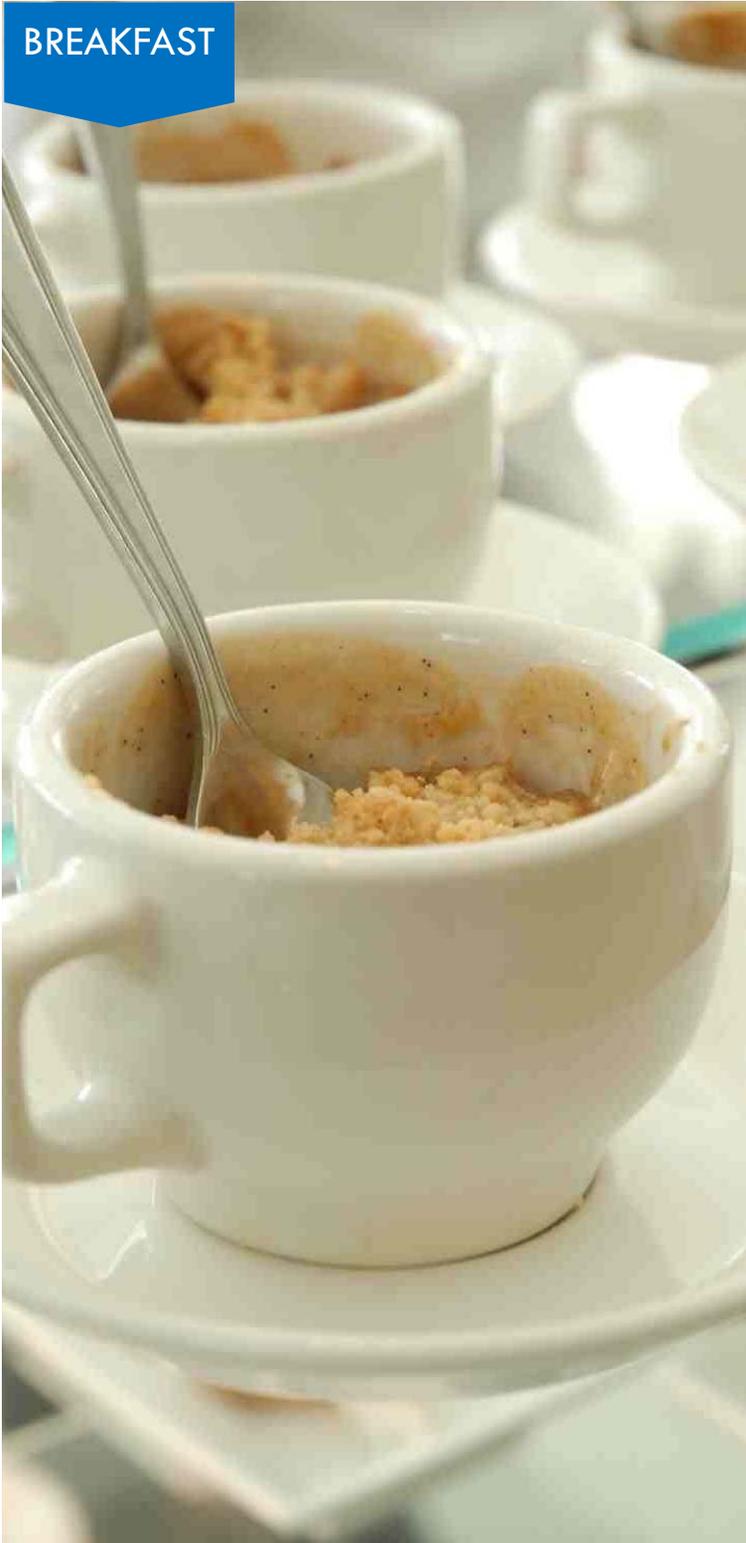
- ◆ oven roasted yukon gold potato and vidalia onion hash
- ◆ spicy roasted red bliss potato
- ◆ shredded hash browns and green onions

CONTINENTAL BREAKFAST.....\$25.00 pp

- ◆ sliced fresh seasonal fruits & berries with vanilla maple cream
- ◆ specialty breakfast breads
- ◆ danish & muffins
- ◆ filled croissants, and bagels
- ◆ assorted jams and cream cheese
- ◆ yogurt with homemade granola
- ◆ cold cereal station with milk, bananas, seasonal berries, dried fruits, and assorted nuts



Groups under 25 add \$125.00 small group fee if ordering Sunrise Buffet.



Enticing Additions

Add one of our breakfast enhancements for added variety

OMELET STATION.....\$8.00 pp

- ◆ eggs, egg whites, egg beaters
- ◆ cheddar cheese
- ◆ bacon & sausage
- ◆ peppers, onions, tomatoes, & spinach

\$150.00 chef attendant fee required

BELGIAN WAFFLE STATION.....\$8.00 pp

- ◆ strawberries
- ◆ whipped cream
- ◆ butter & maple syrup

FRENCH TOAST STATION.....\$8.00 pp

- ◆ bourbon bananas
- ◆ toasted pecans
- ◆ cinnamon butter & maple syrup

HUEVOS RANCHEROS STATION.....\$7.00 pp

- ◆ farm fresh eggs
- ◆ black beans & pico de gallo
- ◆ warm corn tortilla

SMOKED SALMON DISPLAY.....\$8.00 pp

- ◆ norwegian smoked salmon
- ◆ english cucumbers
- ◆ red onions, egg, capers
- ◆ dill cream cheese
- ◆ mini bagels

TRADITIONAL EGGS BENEDICT STATION...\$8.00 pp

- ◆ virginia ham
- ◆ english muffin
- ◆ hollandaise nape

CRISPY SHOE STRING POTATOES.....\$5.00 pp

- ◆ white vermont cheddar grits
- ◆ green onions

SILVER DOLLAR PANCAKES.....\$7.00 pp

- ◆ butter & assorted syrups

BACON, EGG, & CHEESE CROISSANTS.....\$5.00 pp

BABY SPINACH & GRUYERE CHEESE GARDEN QUICHE.....\$7.00 pp

CINNAMON BUN & ASSORTED DOUGHNUT STATION.....\$5.00 pp

Enhancement pricing only to apply when items purchased in conjunction with breakfast menu.

Breaks

Refreshments, light bites, and sweets to keep your guests engaged



BREAKS

Take a Breather

Give your guests a chance to rejuvenate their minds with these break selections

ALL DAY BREAK PACKAGE.....\$40.00 pp

- ◆ Continental Breakfast –1 Hour of Service
 - *sliced fresh seasonal fruits & berries with vanilla maple cream
 - *specialty breakfast breads
 - *danish & muffins
 - *filled croissants, and bagels
 - *assorted jams and cream cheese
 - *yogurt with homemade granola
 - cold cereal station with milk, bananas, seasonal berries, dried fruits, assorted nuts
- ◆ mid-morning break – 30 minutes of service
- ◆ mid-afternoon break – 30 minutes of service
- ◆ beverages provided all day
 - *regular and decaffeinated coffee
 - *Bigelow herbal teas
 - *assorted Tropicana juice (am only)
 - *assorted Coke products (pm only)
 - *bottled water

EXECUTIVE BREAK PACKAGE.....\$32.00 pp

- ◆ mid-morning break – 30 minutes of service
- ◆ mid-afternoon break – 30 minutes of service
- ◆ beverages provided all day
 - *regular and decaffeinated Columbian coffee
 - *Bigelow herbal teas
 - *assorted Tropicana juice (am only)
 - *assorted Coke products (pm only)
 - *bottled water

SNACK ATTACK.....\$15.00 pp

- ◆ freshly popped popcorn
- ◆ cracker jacks
- ◆ assorted candy
- ◆ warm salted pretzels with mustard dipping sauce

MAKE YOUR OWN TRAIL MIX.....\$8.00 pp

displayed so your attendees can be free to create the snack of their choosing:

- ◆ dried fruits
- ◆ granola
- ◆ assorted nuts
- ◆ assorted candy

ICE CREAM SHOP.....\$8.00 pp

- ◆ assorted ice creams
- ◆ hot fudge
- ◆ caramel sauce
- ◆ strawberry sauce,
- ◆ crushed nuts
- ◆ cookies
- ◆ whipped cream

CREATE YOUR OWN S'MORES STATION.....\$7.00 pp

- ◆ graham crackers
- ◆ Hershey chocolate
- ◆ jumbo marshmallows

MIX & MATCH BREAK ITEMS

ONE BREAK ITEM.....\$6.00 pp

TWO BREAK ITEMS.....\$10.00 pp

THREE BREAK ITEMS.....\$14.00 pp

- ◆ assorted pastries & muffins
- ◆ assorted bagels with cream cheese
- ◆ yogurt with homemade granola
- ◆ freshly baked jumbo cookies
- ◆ freshly baked brownies
- ◆ assorted cupcakes
- ◆ assorted doughnuts
- ◆ lemon bars
- ◆ strawberry tartlets
- ◆ hand dipped pretzel rods
- ◆ assorted granola & power bars
- ◆ fresh fruit kabobs or fresh whole fruit
- ◆ honey comb and fresh berries
- ◆ sun-kissed cherry and almond trail mix
- ◆ hummus with lavosh crackers, carrot, & celery sticks
- ◆ green apple wedges with caramel dipping sauce
- ◆ chocolate covered strawberries
- ◆ white chocolate covered pretzels
- ◆ crunchy peanut brittle
- ◆ pico de gallo or guacamole with tortilla chips
- ◆ spinach dip with grilled pita
- ◆ gourmet mixed nuts



ALL DAY BEVERAGE BREAK.....\$15.00 pp

- ◆ regular and decaffeinated coffee
- ◆ Bigelow herbal teas
- ◆ assorted Tropicana juice (am only)
- ◆ assorted Coke products (pm only)
- ◆ bottled water

ADD A SPECIALTY BEVERAGE.....\$4.00 pp

- ◆ strawberry lemonade
- ◆ blueberry lemonade
- ◆ lemon tea refresher
- ◆ Starbucks Double Shots and chilled coffees
- ◆ Red Bull Energy Drinks
- ◆ assorted smoothie shots

Break selections based on 30 minutes of service.

Lunch

Be it a cold or warm meal, our lunch selections are sure to please



LUNCH

Fast & Fresh

These cold buffet selections are quick, healthy selections any guest can enjoy

PREMADE DELI BOARD.....\$34.00 pp

- ◆ garden salad with cucumber, tomato, and carrots ranch & balsamic vinaigrette dressings
- ◆ chef's selection of one composed salad
- ◆ soup du jour

Assorted Array of Wraps and Sandwiches to include:

- ◆ smoked turkey & avocado, dijon mustard on multigrain bread
- ◆ smoked ham and swiss cheese, spicy mustard on brioche bread
- ◆ roast beef & cheddar cheese, horseradish cream on baguette
- ◆ italian mortadella, genoa salami, capicola, & provolone cheese on ciabatta roll
- ◆ mixed greens, feta cheese with sun dried tomato spread in a spinach wrap
- ◆ olives and pickles
- ◆ herb mayo and grain mustard
- ◆ assorted jumbo cookies & brownies

EXECUTIVE BOX LUNCH.....\$28.00 pp

Select a maximum of three sandwich options:

- ◆ smoked turkey & avocado, dijon mustard on multigrain bread
- ◆ smoked ham and swiss cheese, spicy mustard on brioche bread
- ◆ roast beef & cheddar cheese, horseradish cream on baguette
- ◆ italian mortadella, genoa salami, capicola, & provolone cheese on ciabatta roll
- ◆ mixed greens, feta cheese with sun dried tomato spread in a spinach wrap
- ◆ kettle chips or baked lays
- ◆ seasonal whole fruit
- ◆ fudge & cream cheese brownies
- ◆ fresh pasta salad
- ◆ assorted coke products and bottled water



MARKET FRESH SALAD STATIONS

Choice of one Salad Station:

- ◆ mediterranean salad station
watercress, arugula, romaine lettuce, sun-kissed cranberries, apricots, candied pecans, gorgonzola cheese, maple pear dressing
- ◆ chopped salad station
fattoush salad, artichoke barigoule, romaine lettuce, black olives, feta cheese, pita chips, greek feta black olive dressing
- ◆ caesar salad station
romaine lettuce, aged parmesan, herb croutons, caesar dressing
- ◆ rainbow wedge salad station
wedge of iceberg lettuce, vine ripened tomatoes, red onions, apple wood smoked bacon, gorgonzola cheese, ranch dressing

Choice of Protein:

- ◆ GRILLED CHICKEN.....\$22.00 pp
- ◆ ROCK SHRIMP.....\$24.00 pp
- ◆ SEARED FLANK STEAK.....\$27.00 pp

- ◆ assorted jumbo cookies & brownies

CONSIDER ADDING ONE OF OUR HOMEMADE SOUPS

- ◆ MARYLAND CRAB BISQUE.....\$6.00 pp
- ◆ OVEN ROASTED TOMATO BASIL SOUP.....\$5.00 pp
- ◆ CHICKEN NOODLE SOUP.....\$5.00 pp
- ◆ HEARTY VEGETABLE SOUP.....\$5.00 pp
- ◆ CHEF'S SOUP OF THE DAY.....\$4.00 pp

UPGRADE YOUR DESSERT SELECTION

- ◆ ASSORTED CUPCAKES.....\$3.00 pp
- ◆ INDIVIDUAL APPLE CRISP.....\$4.00 pp
- ◆ STRAWBERRY SHORTCAKE PARFAIT.....\$4.00 pp

Groups under 25 add \$125.00 small group fee.

LUNCH

Food for the Soul

Our variety of warm lunch buffets will hit the spot every time

All Buffets Served with Unsweetened Iced Tea,
Freshly Brewed Coffee, and Hot Tea Service

SOUTHERN COMFORT\$45.00 pp

- ◆ chesapeake crab soup
- ◆ black eyed pea salad with peppers, onions, fresh cilantro, roasted red onion vinaigrette
- ◆ mixed greens, carrots, tomatoes, buttermilk ranch, vinaigrette dressing
- ◆ creamy coleslaw
- ◆ fried chicken with country gravy
- ◆ carolina pulled pork barbeque, mini brioche rolls
- ◆ chesapeake crab cakes, mustard thyme beurre blanc
- ◆ homemade macaroni & cheese
- ◆ baby vegetables with honey thyme butter
- ◆ strawberry shortcake parfait
- ◆ bread pudding with bourbon vanilla sauce

SOUTHWEST.....\$40.00 pp

- ◆ tortilla soup
- ◆ southwestern salad with roasted corn, black beans, peppers & onions, avocado ranch dressing
- ◆ grilled santa fe shrimp and hominy salad

Fajita and Taco Station*:

- ◆ seasoned ground beef, grilled chicken, grilled flank steak
- ◆ black beans and spanish rice
- ◆ hard corn taco shells and warm flour tortillas
- ◆ lettuce, tomatoes, onions, & black olives
- ◆ shredded jack and cheddar cheeses
- ◆ salsa fresco, guacamole, and sour cream
- ◆ tres leches cake & texas sheet cake

*Optional Attendant Fee \$150.00

THE MEDITERRANEAN.....\$44.00 pp

- ◆ pasta e fagioli soup
- ◆ individual caprese salads
- ◆ arugula salad, feta cheese, egg, pine nuts, & oven roasted peppers
- ◆ roasted chicken with grilled lemon garlic crust
- ◆ grilled salmon with artichokes and olives
- ◆ linguini with taleggio cream sauce
- ◆ gnocchi with trebbiano wine and clam broth
- ◆ oven roasted ratatouille
- ◆ tiramisu & miniature cannolis

ASIAN FLAVORS\$42.00 pp

- ◆ vegetarian spring rolls with sweet & sour sauce
- ◆ spinach salad, mandarin oranges,, almonds, crispy chow mein noodles, ginger vinaigrette
- ◆ asian cole slaw
- ◆ vegetable lo mein
- ◆ chicken and cashew stir-fry with snow peas, baby corn, and red peppers
- ◆ beef with mushrooms and broccoli
- ◆ fried rice
- ◆ fortune cookies & coconut cake

Groups under 25 add \$125.00 small group fee.



LUNCH

Plates Created to Please

For a formal business luncheon, consider one of our handcrafted plated meals

All plated lunches served with one selection of appetizer, chef's selection of seasonal vegetable, one selection of dessert, unsweetened iced tea, freshly brewed coffee, and hot tea service

APPETIZER SELECTION

MEDITERRANEAN SALAD

- ◆ watercress, arugula, and romaine lettuce,
- ◆ sun-kissed cranberries and apricots,
- ◆ candied pecans, gorgonzola cheese
- ◆ maple pear dressing

TANGY ARUGULA SALAD

- ◆ arugula, citrus sections, pistachios, shaved
- ◆ red onions, aged parmesan, cracked black
- ◆ pepper, fresh lemons, extra virgin olive oil

CAESAR SALAD

- ◆ romaine lettuce, aged parmesan, caesar dressing

BABY SPINACH SALAD

- ◆ baby spinach, oven roasted tomatoes,
- ◆ red onions, chopped egg, warm bacon vinaigrette

OVEN ROASTED TOMATO BASIL SOUP

SPLIT PEA SOUP

MARYLAND CRAB BISQUE*

**additional \$1.00 pp charge*



ENTREE SELECTION

OAKLYN PLANTATION FREE RANGE CHICKEN.....\$35.00 pp

- ◆ natural jus, exotic mushrooms, apricot wild rice medley

STUFFED CHICKEN BREAST FLORENTINE.....\$38.00 pp

- ◆ spinach, asiago cheese, morrel cream sauce, mushroom and fava bean risotto

CEDAR ROASTED SALMON.....\$38.00 pp

- ◆ maple soy glaze, pineapple cucumber salsa, jasmine rice

BLACKENED RED COPPER RIVER GROUPE.....\$39.00 pp

- ◆ caramelized onions, maytag blue cheese butter, mustard and parmesan crusted potatoes

ROCKFISH WITH BLACKENED ROCK SHRIMP.....\$39.00 pp

- ◆ lemon butter sauce, mushroom and fava bean risotto

SEARED FLANK STEAK.....\$40.00 pp

- ◆ black pepper jus, oven roasted red bliss potatoes

OVEN ROASTED NEW YORK STRIP.....\$42.00 pp

- ◆ Blueberry barbeque sauce, wild mushroom risotto & english peas

SLOW ROASTED PRIME RIB.....\$42.00 pp

- ◆ natural jus, fresh horseradish, buttermilk whipped potatoes
- *Minimum order of 8*

GARDEN PASTA.....\$32.00 pp

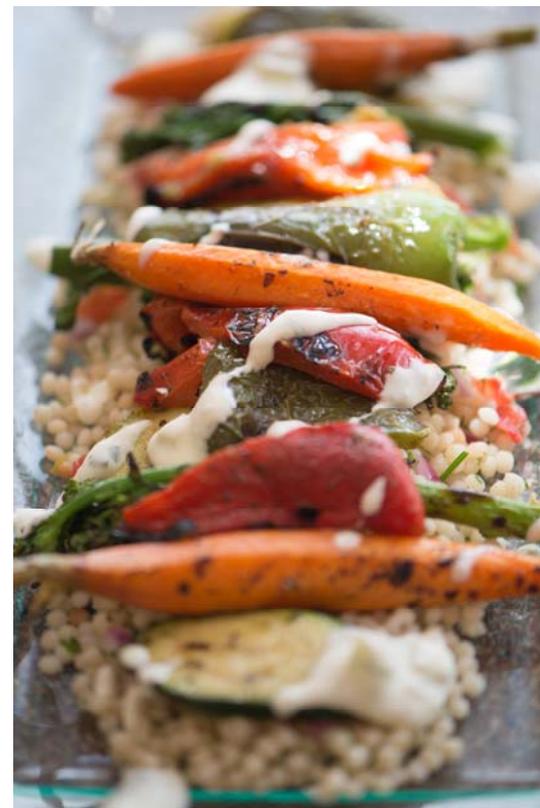
- ◆ plum tomatoes, artichoke hearts, mushrooms, fresh spinach & kalamata olives, lemon white wine sauce, Farfalle Pasta

FIRE GRILLED VEGETABLE PLATTER.....\$32.00 pp

- ◆ grilled zucchini, squash, malibu carrots, & roasted vegetables served on a bed of couscous salad

DESSERT SELECTION

- ◆ carrot cake with cream cheese icing
- ◆ golden fudge cake
- ◆ new york style cheesecake
- ◆ key lime pie
- ◆ bread pudding with vanilla bourbon sauce
- ◆ dutch apple pie
- ◆ chocolate decadent cake
- ◆ boston cream pie
- ◆ mango mousse cake
- ◆ chocolate cream pie



Dinner

Our handcrafted dinner selections provide great choices for a casual affair or an elegant event



DINNER

Create Something of Your Very Own

Our dinner buffet selections allow you to customize a meal perfect for your guests

To create your own Dinner Buffet, please select one salad, two sides, up to three entrees, and two desserts.

ONE ENTRÉE BUFFET.....	\$52.00 pp
TWO ENTRÉE BUFFET.....	\$54.00 pp
THREE ENTRÉE BUFFET.....	\$58.00 pp

Dinner Buffet Served with Unsweetened Iced Tea, Freshly Brewed Coffee, and Hot Tea Service

ENTREES

OAKLYN PLANTATION FREE RANGE CHICKEN

- ◆ herb & mustard roasted with mushroom jus

CHICKEN PAILLARD

- ◆ tomato onion relish and herb butter

STUFFED CHICKEN FLORENTINE

- ◆ spinach, asiago cheese, morrel cream sauce

GRILLED PORK LOIN

- ◆ apple raisin chutney

CEDAR ROASTED, MAPLE SOY GLAZED SALMON

- ◆ pineapple cucumber salsa

BLACKENED RED COPPER RIVER GROUPER

- ◆ caramelized onions, maytag blue cheese butter

CHESAPEAKE CRAB CAKES*

- ◆ herb remoulade

SEARED FLANK STEAK

- ◆ black pepper jus

SLOW ROASTED PRIME RIB

- ◆ natural jus and fresh horseradish

OVEN ROASTED NEW YORK STRIP*

- ◆ blueberry barbeque sauce

**Additional \$2.00 pp*

Groups under 25 add \$125.00 small group fee.

SALADS

MEDITERRANEAN SALAD

- ◆ watercress, arugula, and romaine lettuce, sun-kissed cranberries and apricots, candied pecans, gorgonzola cheese, maple pear dressing

TANGY ARUGULA SALAD

- ◆ arugula, citrus sections, pistachios, shaved red onions, aged parmesan, cracked black pepper, fresh lemons, extra virgin olive oil

CAESAR SALAD

- ◆ romaine lettuce, aged parmesan, caesar dressing

SIDES

- ◆ lobster mac & cheese with white vermont cheddar cheese

- ◆ linguini with tallegio cream sauce

- ◆ oven roasted broccoli & cauliflower with cippolini onions

- ◆ sautéed green beans with caramelized onions and bacon

- ◆ malibu carrots with broccolini

- ◆ buttermilk whipped potatoes

- ◆ oven roasted red bliss potatoes

- ◆ apricot wild rice medley

**Add a Third Side for \$2.00 pp*

DESSERTS

- ◆ carrot cake with cream cheese icing

- ◆ golden fudge cake

- ◆ new york style cheesecake

- ◆ key lime pie

- ◆ bread pudding with vanilla bourbon sauce

- ◆ dutch apple pie

- ◆ chocolate decadent cake

- ◆ boston cream pie

- ◆ mango mousse cake

- ◆ chocolate cream pie



Chef's Specialty Creations

Your guests are sure to enjoy one of our chef's specialty plates

All plated dinners served with one selection of appetizer, chef's selection of seasonal vegetable, one selection of dessert, unsweetened iced tea, freshly brewed coffee, and hot tea service

APPETIZER SELECTION

MEDITERRANEAN SALAD

- ◆ watercress, arugula, and romaine lettuce,
- ◆ sun-kissed cranberries and apricots,
- ◆ candied pecans, gorgonzola cheese
- ◆ maple pear dressing

TANGY ARUGULA SALAD

- ◆ arugula, citrus sections, pistachios, shaved
- ◆ red onions, aged parmesan, cracked black
- ◆ pepper, fresh Lemons, extra virgin olive oil

CAESAR SALAD

- ◆ romaine lettuce, aged parmesan, caesar dressing

BABY SPINACH SALAD

- ◆ baby spinach, oven roasted tomatoes,
- ◆ red onions, chopped egg, warm bacon vinaigrette

OVEN ROASTED TOMATO BASIL SOUP

SPLIT PEA SOUP

MARYLAND CRAB BISQUE*

*additional \$1.00 pp charge



ENTREE SELECTION

OAKLYN PLANTATION FREE RANGE CHICKEN.....\$50.00 pp

- ◆ natural just, exotic mushrooms, apricot wild rice medley

CHICKEN PAILLARD.....\$50.00 pp

- ◆ tomato onion relish, gnocchi & herb brown butter sauce

CRAB STUFFED SALMON.....\$52.00 pp

- ◆ lobster cream sauce with wild rice and apricot medley

BLACKENED RED COPPER RIVER GROUPE.....\$52.00 pp

- ◆ caramelized onions, maytag blue cheese butter, mustard and parmesan crusted potatoes

CHESAPEAKE CRAB CAKES.....\$55.00 pp

- ◆ herb remoulade sauce, lobster whipped potatoes

PRIME FILET.....\$54.00 pp

- ◆ hudson valley foie gras butter, port wine reduction russian fingerling potatoes

NEW YORK STRIP.....\$56.00 pp

- ◆ tabasco béarnaise, hen of the woods mushrooms buttermilk whipped potatoes

ROASTED RACK OF LAMB.....\$58.00 pp

- ◆ rosemary and sage emulsion, perigord region black truffles melted leeks, crispy potato cake

GARDEN PASTA.....\$42.00 pp

- ◆ plum tomatoes, artichoke hearts, mushrooms, fresh spinach & kalamata olives, lemon white wine sauce, Farfalle Pasta

FIRE GRILLED VEGETABLE PLATTER.....\$42.00 pp

- ◆ grilled zucchini, squash, malibu carrots, & roasted vegetables served on a bed of couscous salad

DESSERT SELECTION

- ◆ carrot cake with cream cheese icing
- ◆ golden fudge cake
- ◆ new york style cheesecake
- ◆ key lime pie
- ◆ bread pudding with vanilla bourbon sauce
- ◆ dutch apple pie
- ◆ chocolate decadent cake
- ◆ boston cream pie
- ◆ mango mousse cake
- ◆ chocolate cream pie



Reception

Whether the start of a meal or the main event, our reception offerings will help create a truly unique experience



Hors d'Oeuvres Reception

Menu selection is easy with one of our reception packages.

CLASSIC COCKTAIL RECEPTION.....\$38.00 pp

WITH TWO HOUR BEER & WINE BAR.....\$66.00 pp

- ◆ artisan cheese board with fig jam, dried fruits, nuts, crackers, lavosh, and baguettes
- ◆ fresh vegetable display with chipotle dip
- ◆ tomato and basil bruschetta
- ◆ chicken kabobs with tzatziki sauce
- ◆ miniature beef wellington
- ◆ spanikopita

TRADITIONAL COCKTAIL RECEPTION.....\$44.00 pp

WITH TWO HOUR BEER & WINE BAR.....\$72.00 pp

- ◆ artisan cheese board with fig jam, dried fruits, nuts, crackers, lavosh, and baguettes
- ◆ fresh vegetable display with chipotle dip
- ◆ baked brie en crouete, candied pecans, and french bread
- ◆ coconut shrimp with mango sauce
- ◆ beef kabobs with tzatziki sauce
- ◆ miniature chicken wellington
- ◆ miniature spinach & cheese quiche

STATION STYLE RECEPTION.....\$58.00 pp

WITH TWO HOUR BEER & WINE BAR.....\$86.00 pp

- ◆ artisan cheese board with fig Jam, dried fruits, nuts, crackers, lavosh, and baguettes
- ◆ fresh vegetable display with chipotle dip
- ◆ Happy Hour Mix Station - *see Reception Stations section for description*
- ◆ your choice of carving station
- ◆ pasta station

\$150.00 Attendant Fee Required

Hors d'Oeuvres Packages are replenished for a two-hour period.

Substitutions may be made.

Groups under 25 add \$125.00 small group fee.



Chef's Specialty Displays

Classic guest favorites make every reception a hit

FRESH MARKET DISPLAY

Small (serves up to 25 people).....	\$125.00
Medium (serves up to 50 people).....	\$175.00
Large (serves up to 75 people).....	\$250.00

- ◆ harvest of farm fresh vegetables with chipotle dip

ANTIPASTO DISPLAY

Small (serves up to 25 people).....	\$150.00
Medium (serves up to 50 people).....	\$200.00
Large (serves up to 75 people).....	\$275.00

- ◆ cured meats, artisan cheeses, mixed olives
- ◆ marinated grilled vegetables, oven roasted peppers & tomatoes

ARTISAN CHEESE BOARD

Small (serves up to 25 people).....	\$125.00
Medium (serves up to 50 people).....	\$175.00
Large (serves up to 75 people).....	\$250.00

- ◆ assorted array of domestic and european cheese with fig jam dried fruits, nuts
- ◆ assorted crackers, lavosh, and baguettes

FRESH FRUIT DISPLAY

Small (serves up to 25 people).....	\$125.00
Medium (serves up to 50 people).....	\$175.00
Large (serves up to 75 people).....	\$300.00

- ◆ sliced fresh seasonal fruits & berries with vanilla maple cream

BAKED BRIE EN CROUTE.....\$70.00

- ◆ candied pecans and french bread
- ◆ one order of brie feeds 10 people

CHOCOLATE FOUNTAIN.....\$16.00 pp

- ◆ pineapple, strawberries, banana
- ◆ marshmallows, pound cake, brownies, and cookies

ASSORTED DESSERT STATION.....\$12.00 pp

- ◆ mini cannolis and eclairs, assorted fruit tarts
- ◆ strawberry shortcake parfaits, miniature cupcakes
- ◆ chocolate mousse cups, miniature crème brulee



Carving & Action Stations

Wow your guests with our chef attended food stations

ACTION STATIONS

SHRIMP & STONE GROUND GRITS STATION.....\$15.00 pp

- ◆ stone ground grits
- ◆ marinated white shrimp, andouille sausage gravy, crawfish tails
- ◆ vermont white cheddar cheese
- ◆ caramelized onions roasted peppers, green onion

PASTA STATION.....\$15.00 pp

- ◆ penne pasta
- ◆ alfredo sauce, tomato basil sauce
- ◆ clams, rock shrimp, grilled chicken, smoked bacon, italian sausage
- ◆ peppers, onions, tomatoes, spinach, roasted garlic

YUKON GOLD POTATO BAR.....\$12.00 pp

- ◆ yukon gold mashed potatoes
- ◆ crab, lobster, smoked bacon
- ◆ oven roasted tomato & peppers, caramelized onions, spinach, roasted garlic cloves
- ◆ maytag blue cheese, vermont white cheddar cheese, sour cream

MACARONI & CHEESE BAR.....\$15.00 pp

- ◆ homemade creamy macaroni & cheese
- ◆ diced ham, smoked bacon, grilled chicken
- ◆ broccoli, tomatoes, scallions, and sautéed mushrooms

\$150.00 Attendant Fee required for action & carving stations
 Maximum of 2 Hours
 Additional Hours.....\$75.00 hour

Action, carving, & reception stations priced for two hours of service.
 You may wish to order two or three action, carving or reception stations to make a meal.

Groups under 25 add \$125.00 small group fee.

CARVING STATIONS

THYME AND WALNUT CRUSTED LEG OF LAMB.....\$12.00 pp

- ◆ mint jus and fig chutney

TOP ROUND OF BEEF.....\$13.00 pp

- ◆ creamy horseradish, whole grain mustard mayonnaise

ROASTED PEPPERED NEW YORK STRIP.....\$15.00 pp

- ◆ creamy horseradish and whole grain mustard mayonnaise

CITRUS GLAZE HAM.....\$10.00 pp

- ◆ sundried cherry pineapple relish and maple mustard sauce

SAGE RUBBED TURKEY BREAST.....\$10.00 pp

- ◆ brown dijon jus and cranberry relish

MAPLE & SOY MARINATED SALMON.....\$12.00 pp

- ◆ grilled pineapple salsa

Freshly baked breads served with each carving station.





Reception Stations

Our themed stations provide food experiences your guests are sure to remember

ASIAN STATION.....\$24.00 pp

- ◆ vegetable spring rolls
- ◆ stir fried chicken and shrimp
- ◆ asian vegetables
- ◆ steamed rice
- ◆ asian sesame noodles
- ◆ teriyaki and sweet and sour sauces

TROPICAL CARIBBEAN STATION.....\$25.00 pp

- ◆ coconut shrimp with mango sauce
- ◆ jerk chicken kabobs
- ◆ beef empanadas with salsa
- ◆ fruit kabobs with pineapple and melons and lime brown sugar dipping sauce
- ◆ fried plantains

AMERICAN GRILL.....\$23.00 pp

Select Two:

- ◆ barbequed ribs
- ◆ mini burgers
- ◆ barbeque chicken kabobs
- ◆ sausages with peppers and onions with rolls
- ◆ pulled pork sliders
- ◆ served with potato wedges, cole slaw, and cornbread

THE VIRGINIAN TABLE.....\$25.00 pp

- ◆ peanut soup
- ◆ mini crab cakes with old bay remoulade
- ◆ crab and artichoke dip with baguette slices
- ◆ ham on sweet potato biscuits with cranberry chutney
- ◆ fried shrimp with herbed buttermilk and spicy tomato dips

HAPPY HOUR BAR MIX.....\$24.00 pp

- ◆ mild buffalo wings with blue cheese dip
- ◆ barbeque meatballs
- ◆ tri-colored tortilla chips with salsa and guacamole
- ◆ mozzarella sticks with marinara sauce
- ◆ miniature calzones with marinara sauce

Groups under 25 add \$125.00 small group fee.

Passed Hors d'Oeuvres

Add a little bit of elegance to your reception with these tempting hors d'oeuvres selections.

All hors d'oeuvres pricing based off orders of 50 pieces

COLD HORS D'OEUVRES

PROSCIUTTO WRAPPED MAYTAG BLUE CHEESE FIGS.....	\$200.00
CHILLED GULF SHRIMP, HORSE RADISH EMULSION & COCKTAIL SAUCE.....	\$225.00
PROSCIUTTO, OVEN ROASTED TOMATOES & EGGPLANT BROCHETTES.....	\$200.00
TUNA TARTAR ON CRISPY WONTON CHIPS.....	\$225.00
MARSCARPONE, RASPBERRY, PASSION FRUIT TULIP PARFAITS.....	\$200.00
GRAND MARNIER STRAWBERRIES WITH CANDIED CITRUS ZEST & CARAMELIZED BANANA.....	\$200.00
GRILLED SHRIMP GAZPACHO.....	\$225.00



HOT HORS D'OEUVRES

MINIATURE CRAB CAKES WITH REMOULADE DIPPING SAUCE.....	\$225.00
MINIATURE BEEF OR CHICKEN WELLINGTON.....	\$200.00
ASSORTED MINIATURE QUICHE.....	\$200.00
ARTICHOKE TARTLET.....	\$200.00
BACON WRAPPED SCALLOPS.....	\$225.00
BRIE AND RASPBERRY PHYLLO.....	\$200.00
CHICKEN OR BEEF KABOBS WITH TZATZIKI SAUCE.....	\$200.00
COCONUT SHRIMP WITH MANGO SAUCE.....	\$225.00
MINIATURE VEGETABLE SPRING ROLLS WITH PLUM DIPPING SAUCE.....	\$200.00
SPANIKOPITA.....	\$200.00
MINIATURE CALZONES WITH MARINARA SAUCE.....	\$200.00

Wine, Beer, & Spirits



BEVERAGES

Quench Your Thirst

with a variety of beverage selections

BEER & WINE BARS

	2 HOUR	3 HOUR	4 HOUR
STANDARD.....	\$28.00pp	\$32.00pp	\$35.00pp
Includes Standard Wine Selections and Standard Beer Selections			
PREMIUM.....	\$37.00pp	\$42.00pp	\$45.00pp
Includes Premium & Standard Wine Selections and Standard Beer Selections			

FULL BAR PACKAGE

	2 HOUR	3 HOUR	4 HOUR
STANDARD.....	\$31.00pp	\$36.00pp	\$39.00pp
Includes Standard Spirit, Wine, & Beer Selections			
PREMIUM.....	\$39.50pp	\$45.00pp	\$48.00pp
Includes Premium & Standard Spirit, Wine, & Beer Selections			

\$150.00 Bartender Fee, 1 Bartender per 100 People
 \$500.00 Minimum Beverage Revenue Requirement for all Cash Bars

CONSUMPTION BARS

STANDARD CONSUMPTION BAR

Cocktails.....	\$7.50 each
Domestic Beer.....	\$6.00 each
Imported Beer.....	\$7.00 each
Wine by the Glass.....	\$7.00 each
Assorted Soft Drinks.....	\$4.50 each

PREMIUM CONSUMPTION BAR

Cocktails.....	\$9.50 each
Domestic Beer.....	\$6.00 each
Imported Beer.....	\$7.00 each
Wine by the Glass.....	\$8.00 each
Assorted Soft Drinks.....	\$4.50 each

SELF SERVE BEER & WINE BAR

(For Groups of 30 people or Less)

Domestic Beer.....	\$6.00 each
Imported Beer.....	\$7.00 each
Wine by the Bottle.....	\$34.00 each
Assorted Soft Drinks.....	\$4.50 each

CASH BARS

Inclusive of Tax and Gratuity

STANDARD CASH BAR

Cocktails.....	\$8.00 each
Domestic Beer.....	\$7.00 each
Imported Beer.....	\$8.00 each
Wine by the Glass.....	\$8.00 each
Assorted Soft Drinks.....	\$5.00 each

PREMIUM CASH BAR

Cocktails.....	\$10.00 each
Domestic Beer.....	\$7.00each
Imported Beer.....	\$8.00 each
Wine by the Glass.....	\$9.00 each
Assorted Soft Drinks.....	\$5.00 each

CHAMPAGNE TOAST

House Champagne Toast.....	\$5.00 pp
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Event Technology

Our expert audio/visual team will assist with all of your presentation needs



Audio Visual services provided by AVS, Audio Visual Systems
Prices are subject to 22% service charge, 6% sales tax, and 1% property tax
A production fee of \$250.00 per day will apply if you wish to provide your own A/V Equipment

AUDIO

Podium Microphone.....	\$60.00 each
Wireless Microphone.....	\$170.00 each
Floor Microphone.....	\$60.00 each
Tabletop Microphone.....	\$60.00 each
PZM Microphone.....	\$50.00 each
Push-to-talk Microphone.....	\$65.00 each
Push-to-talk Base.....	\$150.00 each
Powered Speaker.....	\$110.00 each
4 Channel Audio Mixer.....	\$70.00 each
6 Channel Audio Mixer.....	\$75.00 each
8 Channel Audio Mixer.....	\$75.00 each
16 Channel Audio Mixer.....	\$150.00 each
24 Channel Audio Mixer.....	\$260.00 each
Press Box.....	\$160.00 each
CD Player.....	\$80.00 each
MP3 Recorder.....	\$220.00 each
Phone Interface.....	\$200.00 each
Large Sound Package.....	\$555.00 each (4 Speakers, Podium Microphone, & Mixer)
Medium Sound Package.....	\$325.00 each (2 Speakers, Podium Microphone, & Mixer)
Small Sound Package.....	\$235.00 each (1 Speaker, Podium Microphone, & Mixer)
House Sound Package.....	\$125.00 each (House Patch, Podium Microphone & Mixer)

Note: Mixers are **highly** recommended for all sound systems

Multiple microphones require additional support, equipment, and labor

PROJECTION

6'x8' Tripod Screen Package.....	\$150.00 each
9'x12' Truss Screen Package.....	\$340.00 each
LCD Projector & Tripod Screen Package.....	\$540.00 each
LCD Projector & 9'x12' Screen Package.....	\$570.00 each
LCD Projector (no screen).....	\$325.00 each

LIGHTING

LED Light.....	\$75.00 each
Source Four Stage Light.....	\$125.00 each
24 Channel Light Board.....	\$125.00 each
Lighting Dimmer Pack.....	\$75.00 each
Light Pole.....	\$50.00 each
Intelligent Light.....	\$250.00 each
48 Channel Intelligent Light Board.....	\$250.00 each
Gels.....	\$5.00 each

VIDEO

42" Plasma Television.....	\$400.00 each
55" Plasma Television.....	\$525.00 each
VGA Switcher.....	\$80.00 each
Seamless Switcher.....	\$350.00 each
Blue Ray/DVD Player.....	\$90.00 each
VGA DA.....	\$80.00 each
25' VGA Ext Cable.....	\$25.00 each

CONSUMABLE ITEMS

Flipchart Pads (Standard).....	\$15.00 each
Flipchart Pads (Post-It).....	\$25.00 each
DVD-R.....	\$6.00 each
CD-R.....	\$6.00 each

MISCELLANEOUS

Flipchart with Standard Pad & Markers.....	\$50.00 each
Flipchart with Post-It Pad & Markers.....	\$70.00 each
High-Power Laser Pointer.....	\$50.00 each
Laptop Remote with Laser Pointer.....	\$50.00 each
Pipe & Drape - 16' Increments.....	\$ 15.00 foot
Speaker Timer.....	\$110.00 each
Display Easel.....	\$15.00 each
Perfect Cue.....	\$125.00 each
Laptop.....	\$175.00 each
AV Cart.....	\$50.00 each
Extension Cord.....	\$10.00 each
Powerstrip.....	\$10.00 each

LABOR

Tech to Set/Strike.....	\$75.00 hour
In-Room Technician.....	\$75.00 hour



Catering Terms, Conditions, and General Information

TO OUR CUSTOMERS & GUESTS

Thank you for choosing the Embassy Suites Alexandria Old Town. We are eager to help you, both in the planning and serving of your function. Should the menu selections presented here not fulfill your requirements, please let us know as we welcome the challenge to custom tailor menus to your specific needs.

FOOD SERVICE

All food served on the hotel premises must be supplied and prepared by the hotel's culinary team. Due to the hotel having no control of how food is transported, stored or secondarily prepared after it leaves the premises, no leftover food from catered functions may be taken from the hotel. **Notice:** Consuming raw or undercooked beef, steak, meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

BEVERAGE SERVICE

All alcoholic beverages, to be served on the hotel premises (or elsewhere under the hotel's alcoholic beverage license) for the function, must be dispensed only by hotel servers and bartenders. Alcoholic beverages may be denied to those guests who appear to be intoxicated or are under age. All of our servers and bartenders are certified by TIPS. TIPS is the global leader in education and training for the responsible service, sale, and consumption of alcohol. TIPS is a skills-based training program that is designed to prevent intoxication, underage drinking, and drunk driving.

SPECIAL EVENT SERVICES

Our staff will be pleased to assist you with any recommendations for special vendors to create your event.

TAX & SERVICE CHARGE

A customary **22%** service charge and applicable sales taxes will be added to all food & beverage charges as well as any audio visual charges as specified on the contract and BEO. Applicable sales tax will be added to all meeting room rental as specified on the contract and BEO. All banquet functions require a minimum number of attendees. Any banquet function not attaining listed minimums will be subject to a \$125.00 surcharge in addition to the customary service charge and sales tax. Service fees for bartenders, food station attendants, and other additional staff are applicable. All personnel service fees are for up to 2 hours (bartenders 4 hours), additional hours are at **\$75** per staff member, per hour.

PRICING

Confirmed food & beverage pricing will not be given more than 6 months prior to any event date. Our culinary team uses only the finest ingredients in the preparation of your meals. Due to fluctuating food and beverage prices, menu prices may change without notice unless arrangements are confirmed by a signed banquet event order (BEO).

EVENT DETAILS & GUARANTEES

To ensure our entire team is prepared and all your needs are accommodated we request that the final details of your event be submitted 2 weeks in advance of your event. Confirmation of the final guaranteed attendance is required at least 72 hours (3 business days) in advance of all functions.

TAKE THE ELEVATOR HOME

Deluxe accommodations can be reserved for your guests. All overnight guests are invited to enjoy our facilities. We will make our best rates available to you and your guests.

WEATHER

Any of the following locally forecasted weather conditions may require the relocation of an outdoor event to an indoor back-up location: 30% or higher chance of precipitation, temperature below 60 degrees or over 100 degrees or wind gusts in excess of 15mph. Decisions will be made no less than 4 hours prior to the scheduled start time. A client requested delay resulting in a double set-up will be assessed a service charge of **\$500**.

ENTRÉE TASTING

Complimentary entrée taste panels may be arranged for definite business on special menus for up to 2 persons. Tastings are at the discretion of the hotel based on food & beverage spend. Additional attendees can be accommodated at 50% of the menu price.

MENU AVAILABILITY TIMES

Morning Event: Selections are available to order for event start times before 11am.

Afternoon Events: Selections are available to order for event start times before 3pm.

CHILDREN MEALS

Unless noted, pricing for children aged 4-12 is 1/2 off menu pricing. Children 3 and under are free. Unless requested all children meals will be served first.

PARKING

The hotel is not responsible for loss or damage to the automobiles or their contents while parked in adjacent parking garage managed by a separate company.

Catering Terms, Conditions, and General Information

SHIPPING & RECEIVING

All incoming packages should be addressed to your Event or Catering Manager and marked with company's name and date of your meeting.

Embassy Suites Alexandria

ATTN: Event/Catering Manager

1900 Diagonal Road

Alexandria, VA 22314

Hold For: (Client Contact Name)

Name of Group and Event

First Date of Event

of Boxes (I.E. 1 of 2, 2 of 2, ETC...)

SPECIAL DELIVERY INSTRUCTIONS

Due to limited storage space at the hotel, boxes will be accepted no more than three working days prior to your meeting. Boxes left on the premises for longer than one week after departure without shipping instructions will be discarded. Any item over 250 pounds must be delivered to a drayage company; your Event or Catering Manager can assist you with these arrangements.

SECURITY

Special security arrangements should be made for all merchandise or articles set-up prior to the planned event, or left unattended for any time. The hotel may require security officers for certain events. Only hotel approved security firms may be used.

SETUP & OVERTIME

Hotel standard practice is to make event space available one hour prior to the scheduled start time of each function for the client's arrival and setup. The hotel reserves the right to charge an additional fee for set-up charges made the day of the function and for events that exceed the scheduled event time. Charges will be **\$150.00**, or set-up charges outlined on the BEO.

SIGNAGE, DISPLAYS, & DECORATING

In order to preserve the integrity of the hotel and to comply with local fire codes all signage, displays or decorations and their setup is subject to prior approval of the hotel. Scotch tape, nails, push-pins, or any other damaging fasteners may not be used to hang any materials on walls in the hotel. Banners may be hung with the approval and coordination of the event department. Fees apply based on number of banners. No hand-written signs or banners are allowed in the public areas of the hotel. Please ask your Event or Catering Manager to assist in generating computer signs or recommend a professional sign maker. The hotel reserves the right to charge an additional fee for excess clean up and/or damage at the conclusion of the function. Unless alternate arrangements have been made, all signage, displays, and decorations should be removed at the conclusion of each function.

METHOD OF PAYMENT

Unless billing arrangements have been established with the hotel, payment in full is required 3 business days prior to the event. Accepted methods of payment include all major credit cards, cash and certified check. Payments made with personal or business or business checks must be received at least 14 days prior to the event. A major credit card may be required for any incidental charges.

HOSPITALITY SUITES

Hospitality suites are available and must be reserved through the Sales and Catering department. Advance order of food and beverage is recommended and selections are available onsite. Client prepared food and beverage may be served in the hospitality suite. Food preparation is not allowed in the suites. An attendant is required for alcoholic beverage service.

HIGH SPEED INTERNET ACCESS

High speed internet access is available in guest suites at a daily rate of \$14.95 for premium, and \$9.95 for basic, per 24 hour period. (Complimentary for our Hilton Honors Gold and Diamond Members). High speed internet is also available in the meeting rooms. Arrangements must be made through the Sales and Catering Department. **\$150** applicable charge for each group.

ALEXANDRIA CONVENTION & VISITORS ASSOCIATION (ACVA)

ACVA assists event planners by suggesting activities and providing visitor guides, maps, bargain books, etc. It is a one-stop shop to start your event planning and these services are free. Visit them at www.visitalexandriava.com.

TRANSPORTATION

The hotel provides complimentary shuttle service within a two mile radius of the hotel. The shuttle operates on a first come, first serve basis. Please inquire about hours and operation guidelines.

Your catering contract will contain the complete terms and conditions.