

# *Banquet Menus*



**DOUBLETREE**  
BY HILTON™

HISTORIC SAVANNAH

Doubletree by Hilton Savannah Historic District  
411 W. Bay St.  
Savannah, Georgia 31401  
912-790-7000



**Hilton**  
**Garden Inn**®  
Savannah Historic District

Hilton Garden Inn Savannah Historic District  
321 W. Bay St.  
Savannah, GA 31401  
912.721.5000



SpringHill Suites Savannah Historic District  
150 Montgomery Street  
Savannah, GA 31401  
912.629-5300



Hampton Inn & Suites Savannah Midtown  
20 Johnston Street  
Savannah, GA 31405  
912.721-3700

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## **Breakfast Menus**

*Minimum of 12 Guests*

*All Breakfasts include Full Coffee Service, Hot Teas, and Iced Water.*

### ***Baker's Selection***

*An attractive presentation of  
Muffins & Assorted Pastries  
\$10.50\* Per Person*

### ***Savannah Sunrise***

*Fresh-Cut Seasonal Fruit  
Assortment of Muffins & Pastries  
Variety of Low-Fat Yogurt & Granola  
\$14.50\* Per Person*

### ***Savannah Starters***

*Fresh-Cut Seasonal Fruit  
Variety of Low Fat Yogurt & Granola  
Chef's Selection of Hot Breakfast Sandwiches  
Condiments  
\$16.95\* Per Person*

### ***Quiche Spread***

*Fresh-Cut Seasonal Fruit  
Variety of Homemade Quiche  
Muffin & Pastry Assortment  
Condiments  
Quiche Choices: (Choice of 2)  
Lorraine (Ham and Baby Swiss)  
Applewood Bacon & Cheddar  
Spinach and Sun-Dried Tomato  
Italian Sausage, Peppers & Onion  
Broccoli & Three Cheeses  
\$18.95\* Per Person*

### ***Southern Breakfast Buffet***

*Fluffy Scrambled Eggs w/ Chives  
Applewood Smoked Bacon  
Country Sausage  
Home Style Hash Brown Potatoes  
Fresh Baked Biscuits w/ Sausage Gravy  
Assortment of Muffins & Pastries  
Fresh-Cut Seasonal Fruit  
Butter, Preserves & Condiments  
\$22.95\* Per Person*

### ***Breakfast Beverages***

*Individual Bottled Juices - \$3.00 each  
Bottled Water - \$3.00 each  
Assorted Canned Sodas - \$3.00 each*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## **30-Minute Breaks**

### ***Sweet & Salty Break***

*Bags of Popcorn  
Cookies & Dessert Bars  
Assorted Sodas and Bottled Water  
\$8.95\* Per Person*

### ***Ball Park Break***

*Peanuts in the Shell  
Hot Pretzels & Cracker Jacks  
Assorted Sodas and Bottled Water  
\$9.95\* Per Person*

### ***Healthy Lifestyle Break***

*Fresh Whole Fruit  
Low-Fat Yogurt  
Granola Bars  
Assorted Sodas and Bottled Water  
\$10.95\* Per Person*

### ***River Street Sweets***

*Praline Bites  
Mini Turtles  
Mini Pecan Pies & Sweet Potato Pie Bites  
Assorted Sodas and Bottled Water  
\$12.95\* Per Person*

## **Salads**

*Minimum of 10 Guests  
Minimum of 4 Salads per Selection*

*All orders include crackers, choice of dressing, fruit garnish & a cookie.  
All salads are presented as a box lunch; prices are per person.  
Served with Tea and Water.  
Substitute Tea and Water for Sodas and Bottled Water for \$2.00\* per person.*

### ***Chef Salad***

*Served with Turkey, Ham, Swiss & Cheddar cheese on a bed of mixed greens  
\$14.50\* Per Person*

### ***Grilled Chicken Caesar Salad***

*Served with Crisp Romaine Lettuce, Caesar Dressing, Croutons  
& Shredded Romano Cheese  
\$14.50\* Per Person*

### ***Crunchy Fried Chicken Finger Salad***

*Served on a bed of mixed greens  
\$14.50\* Per Person*

### ***Chicken Salad with Tarragon***

*Served on a bed of mixed greens  
\$14.50\* Per Person*

### ***Shrimp Salad with Dill***

*Served on a bed of mixed greens  
\$15.50\* Per Person*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## Cold Lunch Menu

*Minimum of 12 Guests*

*All Sandwiches & Wraps include a choice of one side order, pickle spears, cookies & dessert bars and appropriate condiments.  
Served with choice of Tea and Iced Water.*

### **Savannah Sandwich Collection**

*Roast Beef & Cheddar Hoagie  
B.L.T. w/ Applewood Bacon on Rustic White Bread  
Chicken Salad on Wheat Hoagie  
Tuna Salad on Wheat Hoagie  
Ham & Swiss on Rye Bread w/ Grainy Mustard  
\$14.95\* Per Person*

### **Broughton Street Wraps**

*Turkey Club Wrap w/ Applewood Smoked Bacon  
Grilled Chicken Caesar Wrap  
Crunchy Fried Chicken Finger Wrap w/ Ranch Dressing  
Reuben Wrap w/ Lean Corned Beef & Bavarian-Style Sauerkraut  
Tuscan Veggie Wrap w/ Grilled Vegetables, Lettuce, Tomato, Cucumber & Goat Cheese  
\$16.50\* Per Person*

### **Georgia Sandwich Collection**

*Grilled Chicken Provolone on Focaccia w/ Sundried Tomato Pesto  
Sierra Grilled Chicken on a Kaiser w/ Bacon, Cheese & Jalapenos  
Tarragon Chicken Salad on a Croissant w/ Baby Spring Greens  
Roast Beef & Boursin Cheese on Focaccia  
Philly Steak & Cheese Hoagie w/ Peppers & Onions  
Mixed Italian Hoagie w/ Ham, Salami & Italian Cheese  
Roast Beef & Boursin Cheese on Focaccia  
Grilled Portobello Mushroom Cap w/ Provolone, Greens on Focaccia  
\$16.95\* Per Person*

### **Bull Street Deli Platters**

*Build your sandwiches from our generous deli plates; includes:  
Choice of 3 Deli Sliced Meats or Salads (4 oz. per guest)  
Assorted Fresh Breads, Rolls & Buns, Sliced Cheese Assortment, Lettuce, Tomato, Dill Pickles,  
Pepperocinis & Condiments*

*(Choice of 3):*

*Mesquite Smoked Turkey Breast, Rare Roast Beef, Deli Sliced Honey Ham  
Chunky Chicken Salad, Dilled Tuna Salad  
\$18.50\* Per Person*

**Side Choices:** *Potato Chips, Macaroni Salad, Cole Slaw, or Baked Potato Salad*

*Sandwich Selections should be no less than 4 per variety.  
We can make these "boxed lunches" for an additional \$1.50 per person*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## Hot Lunch & Dinner Buffets

*Minimum of 20 Guests*

*Includes: Your Choice of Entrée, Three Sides, a Salad, Rolls, Peach Cobbler, & Iced Tea*

### **Southern Buffet**

*Each Additional Entrée is an additional  
\$4.95\* per guest.*

#### **Entrée Choices**

*Southern Fried Chicken  
Rotisserie Chicken  
Mojo Memphis Chicken Breast  
Roast Turkey w/ Homestyle Gravy  
Baked Ham w/ Brown Sugar Glaze  
Wood-Smoked Barbecue Pork  
Five Peppercorn Pork Loin  
Traditional Roast Beef  
Baked Tilapia w/ Lemon & Tarragon  
Grilled Chicken Alfredo w/ Penne & Broccoli  
Italian Lasagna w/ Meat Sauce  
Vegetable Lasagna*

*\$21.95\* per person for Lunch  
\$24.95\* per person for Dinner*

### **Savannah Buffet**

*Each Additional Entrée is an additional  
\$6.95\* per guest*

#### **Entrée Choices**

*Grilled Chicken Breast w/ Mushroom Sauce  
Mojo Grilled Chicken Breast w/ BBQ Sauce  
Grilled Chicken Breast Pulaski topped w/ a Shrimp  
and Asparagus Sauté & Lemon Crème  
Sliced Prime Rib w/ Sautéed Peppers & Onions  
Grilled London Broil w/ Forest Mushroom Sauce  
Salmon Filet w/ Lemon & Dill Crème  
Sautéed Jumbo Shrimp Piccata w/ Linguine  
Shrimp New Orleans w/ Cajun  
Alfredo Sauce & Fettuccine  
Grilled Chicken Penne w/ Asparagus,  
Sundried Tomato & Pine Nuts*

*\$25.95\* per person for Lunch  
\$28.95\* per person for Dinner*

#### **Side Starch Choices**

*Baked Macaroni & Cheese  
Garlic Mashed Potatoes  
Herb Roasted Red Potato Wedges  
Baked Potato  
Cornbread Dressing w/ Pecans  
Baked Sweet Corn Casserole  
Yellow Rice & Chives  
Savannah Red Rice  
Herbed Wild Rice Pilaf*

#### **Side Salad Choices**

*Caesar Salad  
Spinach Salad w/ Oranges, Red Onion & Dried  
Cranberries  
Crunchy Sweet Slaw  
Red Potato Salad w/ Dill  
Southern Style Macaroni Salad w/ Cheese  
Mediterranean Cheese Tortellini Salad*

#### **Side Veggie Choices**

*Southern Style Green Beans  
Seasonal Vegetable Medley  
Steamed Broccoli Florets  
Corn Cobbettes  
Green Peas w/ Sauce & Mushrooms  
Glazed Baby Carrots w/ Orange & Tarragon  
Home-Style Collard Greens  
Traditional Green Bean Casserole  
Sautéed Summer Squashes w/ Onion*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## Hot Lunch & Dinner Buffets

Minimum of 20 Guests

### **Build Your Own Fajita**

Marinated Beef & Chicken tossed with Peppers and Onions in a Mexican Spice Blend.  
Served with Shredded Lettuce, Diced Tomato, Jalapeños, Black Olives, Cheddar Cheese,  
Sour Cream, Salsa and Guacamole.

Includes Warm Flour Tortillas, Refried Beans, & Mexican Rice.

Churros, Cookies and Iced Tea.

\$21.95\* Per Person

### **Low Country Boil**

Smoked Rotisserie Chicken  
Jumbo Steamed Shrimp (in the shell)  
Smoked Sausage  
Corn on the Cob  
Boiled Red Potatoes  
Baked Beans  
Sweet Coleslaw  
Yeast Rolls w/ Butter  
Peach Cobbler  
Sweet & Unsweetened Tea  
\$27.95\* Per Person

### **Roast Beef & Baked Chicken Buffet**

Sliced Roast Beef w/ Merlot Demi Glace  
Rotisserie Chicken  
Mashed Potatoes  
Southern-Style Green Beans  
Sautéed Squash and Sweet Onions  
Tossed Green Salad with 2 Dressings  
Sweet Yeast Rolls w/ Butter  
Three Layer Chocolate Mousse Cake  
Sweet & Unsweetened Tea  
\$27.95\* Per Person

### **Pasta & Chicken Parmesan Buffet**

Three Cheese Lasagna with Meat Sauce  
Chicken Parmesan with Marinara Sauce  
Linguine Tossed w/ Herbed Olive Oil,  
Garlic and Romano Cheese  
Steamed Broccoli  
Sautéed Squash and Sweet Onions  
Caesar Salad  
Freshly Baked Bread sticks w/ Butter  
Turtle Cheesecake  
Sweet & Unsweetened Tea  
\$27.95\* Per Person

### **Grilled Pork Tenderloin & Chicken Breast Pulaski Buffet**

Grilled Pork Tenderloin  
Grilled Chicken Breast Pulaski topped w/  
Shrimp and Asparagus Sauté & Lemon Crème  
Traditional Mashed Potatoes  
Seasonal Vegetable Medley  
Orange Glazed Carrots w/ Tarragon  
Caesar Salad  
Sweet Yeast Rolls & Whole Wheat Rolls w/Butter  
Tiramisu with Kahlua  
Sweet and Unsweetened Tea  
\$27.95\* Per Person

### **Prime Rib & Salmon Filet Buffet**

Carved Prime Rib with Au Jus and Horseradish Sauce  
Baked Marinated Salmon Filet with Lemon  
Tarragon Sauce  
Saffron Yellow Rice  
Seasonal Vegetable Medley  
Traditional Green Bean Casserole w/Toasted Onions  
Spinach and Romaine Salad w/ Oranges & Shaved Red Onions  
Sweet Yeast Rolls & Whole Wheat Rolls w/ Butter  
Raspberry White Chocolate Cheese Cake  
Sweet & Unsweetened Tea  
\$34.95\* Per Person

\*Prices do not include a 7% sales tax and a 20% service charge.

## **Hors D'oeuvres & Appetizers**

*Minimum of 50 pieces per selection. Prices are per person.*

### **Group A - \$3.25 per person**

#### **Cold Hors D'oeuvres & Appetizers**

*Chicken Salad in Mini Phyllo Shell  
Tomato & Roasted Garlic Bruschetta  
Assorted Finger Sandwiches  
Chilled Spinach Sour Cream Dip w/ Crackers  
Fresh Vegetable Basket with Creamy Ranch Dip  
Tortilla Chips w/ Fresh Pico de Gallo*

#### **Hot Hors D'oeuvres & Appetizers**

*Vegetable Spring Rolls  
Swedish Meatballs  
Mini Franks in Puff Pastry  
Hot Wings and Ranch Dip  
Chicken Tenders w/ Honey Mustard Sauce*

### **Group B - \$4.95 per person**

#### **Cold Hors D'oeuvres & Appetizers**

*Shrimp Salad in Mini Phyllo Shell  
Tomato, Roasted Peppers, & Italian Olive Bruschetta  
Jumbo Steamed Shrimp Display w/ Cocktail Sauce  
Domestic Cheese Display w/ Crackers  
Season Fresh Fruit Display  
Mini Sweets Assortment w/ Gourmet Cookies*

#### **Hot Hors D'oeuvres & Appetizers**

*Crab Stuffed Mushrooms  
Chicken Dijon in Puff Pastry  
Thai Chicken Sates w/ Spicy Peanut Sauce  
"Wing Zings"-Spicy Breaded Wings w/ Blue Cheese Dip  
Shrimp Spring Rolls w/ Sweet Chili Garlic Sauce  
Baked Brie & Raspberry Bites*

### **Group C - \$6.50 per person**

#### **Cold Hors D'oeuvres & Appetizers**

*Smoke Salmon Canapés with Boursin Cheese, Dill and Capers  
Beef Tenderloin Canapés w/ Creamy Horseradish Sauce  
Grilled Pineapple & Strawberry Skewers  
Grilled Cajun Shrimp Skewers w/ Cool Lime Glaze  
Mini Sweets Assortment w/ Cheesecakes & Petit Fours*

#### **Hot Hors D'oeuvres & Appetizers**

*Warm Creamy Crab Dip w/ Crusty French Bread  
Mini Crab Cakes (10 oz) w/ Cajun Remoulade  
Mini Beef Wellington in Puff Pastry  
Scallops Wrapped in Bacon*

## **Social Hour Solutions**

*\*Prices do not include a 7% sales tax and a 20% service charge.*

*Minimum of 25 Guests*

*These Packages are Hors D'oeuvres Portions only.*

*They are designed for shorter social functions, no more than 2 hours in length.*

### **Chatham Social Hour**

*Cajun Turkey Breast or Honey Baked Ham w/ Mini Rolls & Assorted Sauces  
Swedish Meatballs  
Fresh & Grilled Vegetables w/ Silky Buttermilk Herb Dip  
Fresh Seasonal Fruit Display  
Warm Spinach Artichoke Dip w/ Crispy Pita Chips  
Jumbo Cocktail Shrimp*

*\$21.95\* per person*

### **Lafayette Social Hour**

*Rare Roast Beef & Cajun Turkey Breast (served w/Mini Rolls and Assorted Sauces)  
Swedish Meatballs  
Mini Phyllo Shells & Tea Sandwiches stuffed with a  
Variety of Deli Salads, including Shrimp, Chicken & Boursin Cream Cheese  
Garden Vegetable Basket w/ Creamy Ranch Dip  
Seasonal Sliced Fruit Display  
Chilled Spinach Dip w/ Crispy Bagel Chips  
Jumbo Shrimp Cocktail  
Mini Sweets & Cookies*

*\$29.95\* per person*

### **Madison Social Hour**

*Carved Beef Tenderloin w/ Mini Rolls and Horseradish Sauce  
Thai Chicken Sates w/ Peanut Sauce  
Warm Cheesy Fondue w/ Fresh & Grilled Vegetables & Freshly Baked French Bread  
Fresh Seasonal Fruit Display  
Domestic & Imported Cheeses  
Savannah's Own Tomato Sandwiches  
Asparagus in Crispy Phyllo w/ Asiago Cheese  
Jumbo Cocktail Shrimp  
Banquet Captain, 2 Servers, & Carver*

*\$34.95\* per person*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## **Stations**

*Hors D'oeuvres Portions Only*

*Dinner Portions are Available upon Request*

*Minimum of 40 Guests. Prices are per Person.*

*All stations require an attendant, this is charged at \$125.00\* per station.*

### **Carving Station**

*Prices are per person. Served with Mini Rolls & Condiments.*

*Your Choice of:*

*Five Peppercorn Pork Loin \$5.40\**

*Cajun Turkey Breast \$5.95\**

*Honey Baked Ham \$6.40\**

*Roast Beef Top Round \$7.50\**

*Grilled London Broil \$8.50\**

*Beef Tenderloin \$10.95\**

### **Pasta Station**

*Chef's Choice of 2 Pastas, Spicy Napoli & Creamy Alfredo Sauces & a Variety of Fresh Vegetables.*

*Cooked Fresh for Your Guests.*

*\$9.95\* per person*

*Add: Chicken \$2.40 per person*

*or Shrimp \$2.75 per person*

### **Sautéed Crab Cakes**

*Fresh Crab Cakes Cooked to Order by Our Chef & Served w/ Creamy Remoulade.*

*\$15.95\* per person*

### **Garlic Mashed Potatoes in Martini Glasses**

*Our Own Garlic Mashed Potatoes served in a Martini Glass w/ all the Toppings:*

*Ham, Bacon, Shredded Cheddar Cheese, Shredded Pepper Jack Cheese, Sautéed Peppers & Onions,*

*Sour Cream & Chives*

*\$8.95\* per person*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## A La Carte Items

*\*Priced per person*

### Drinks

- Individual Assorted Bottled Juices \$3.00\* (per bottle)*
- Bottle Water \$3.00\* (per bottle)*
- Assorted Canned Sodas \$3.00\* (per can)*
- Lemonade (per gallon) \$40.00\**
- Sweetened or Unsweetened Iced Tea (per gallon) \$40.00\**
- Full Coffee Service (per gallon) \$40.00\**

### Desserts

*(The entire group must have the same dessert)*

- Streusel Apple Pie \$5.00\**
- Southern Pecan Pie \$5.00\**
- Carrot Cake \$5.00\**
- Three-Layer Chocolate Mousse Cake \$6.50\**
- Tiramisu with Kahlua \$6.50\**
- Glazed Chocolate Baby Bundt Cake \$6.50\**
- Chocolate Lovin' Spoonful Cake \$7.50\**
- Mini Sweets and Tarts Plate with Petit Fours \$7.50\**
- New York Style Cheesecake w/ Berries \$6.00\**
- Turtle Cheesecake \$7.50\**
- Raspberry White Chocolate Cheese Cake \$7.50\**

### Seasonal Desserts

*(Available Through January 2012)*

- Pumpkin Pie \$5.00\**
- Pumpkin Cranberry Layer Cake \$6.50\**
- Pumpkin Cheesecake \$7.50\**
- Chocolate Peppermint Cheesecake \$7.50\**
- Christmas Cookies and Mini Sweets \$6.50\**

### Snacks/ Breaks

- Spicy Snack Blend \$3.00\* per person*
- Potato Chips \$3.00\* per person*
- Fruit & Nut Trail Mix \$3.00\* per person*
- Hot Pretzels w/ Mustard \$3.50\* each*
- Traditional Chips w/Dip \$3.00\* per person*
- Tortilla Chips w/ Salsa \$4.00\* per person*
- Fresh Sliced Fruit w/ Coconut Yogurt \$6.50\* per person*
- Whole Fresh Fruit Basket \$5.00\* per person*
- Low-Fat Yogurt w/ Granola \$3.00\* each*
- Fresh Baked Cookies & Dessert Bars \$4.00\* per person*

### Signature Soups - \$49 per gallon

*Sixteen 8 oz servings or Twenty 6 oz servings. Soup cups, spoons, napkins & crackers included.*

#### Soup Choices:

- Creamy Tomato Basil ~ Broccoli & Cheese ~ Minestrone ~*
- Chicken with Home-Style Egg Noodles ~ Baked Potato with Bacon & Chives*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

**A Day at the Office Package**  
**\$39.95\* Per Person**

*Minimum of 12 Guests*  
*This package will keep your group satisfied all day!*

***Quiche on Oglethorpe Breakfast***  
*Choice of Quiche (2 varieties), Fresh Fruit, Muffins, and Pastries w/ a variety of juices*  
*&*  
*Lunch choices from the Savannah Sandwich Collection or Deli Platter*  
*w/ 2 sides and Cookies*

***Afternoon Snack of a Whole Fresh Fruit Basket (Apples, Bananas) & Granola Bars***  
***With Coffee Service, Assorted Sodas & Bottled Water.***

**Please Choose from the Selections Below**

**Quiche Selections**

*Lorraine (Ham and Baby Swiss)*  
*Applewood Bacon & Cheddar*  
*Spinach and Sundried Tomato*  
*Italian Sausage, Peppers & Onion*  
*Broccoli & Three Cheeses*

**Savannah Sandwich Collection**

*Roast Beef & Cheddar Hoagie*  
*Turkey & Swiss Hoagie*  
*B.L.T. w/ Apple Wood Bacon on Rustic White Bread*  
*Tuna Salad on Wheat Hoagie*  
*Ham & Swiss on Rye Bread w/ Grainy Mustard*

**Lunch Sides**

*Crunchy Slaw*  
*Southern Style Macaroni Salad*  
*Red Potato Salad w/ Dill*  
*Classic Mustard Potato Salad*  
*Potato Chips*

*\*Prices do not include a 7% sales tax and a 20% service charge.*

## **BEVERAGE SERVICE**

### **Host Bar**

*Fully stocked bar including sodas, juices, bottled water, beer, wine and mixers.  
For less than 40 guests, only 3 liquors and 2 wines may be selected for the bar.*

*Charges are based on actual number of drinks consumed.  
Prices are subject to a 20% service charge and 7% sales tax.*

<i>Sodas &amp; Juices</i>	<i>\$2.75 each</i>
<i>Bottled Water</i>	<i>\$2.75 each</i>
<i>Domestic Beer</i>	<i>\$4.00 per glass</i>
<i>Imported Beer</i>	<i>\$5.00 per glass</i>
<i>House Wine</i>	<i>\$5.00 per glass</i>
<i>Brand Liquor</i>	<i>\$7.00 per glass</i>

### **Cash Bar**

*Fully stocked bar including sodas, juices, bottled water, beer, wine and mixers.  
For less than 40 guests, only 3 liquors and 2 wines may be selected for the bar.*

*Price includes a 7% sales tax and 3% mixed drink tax.*

<i>Sodas &amp; Juices</i>	<i>\$2.75 each</i>
<i>Bottled Water</i>	<i>\$2.75 each</i>
<i>Domestic Beer</i>	<i>\$4.00 per glass</i>
<i>Imported Beer</i>	<i>\$5.00 per glass</i>
<i>House Wine</i>	<i>\$5.00 per glass</i>
<i>Brand Liquor</i>	<i>\$7.00 per glass</i>

### **Additional Beverages**

*House Champagne \$30.00++ per bottle  
Champagne Punch \$45.00++ per gallon  
Fruit punch \$30.00++ per gallon*

***Wine list available by request.***

*All bars require a bartender which is \$100.00 (plus 20% service charge and 7% sales tax). All Cash Bars require a minimum purchase of \$500. If \$500 minimum is not reached the group will be charged a bar fee of \$250. The Hampton Inn & Suites Savannah Midtown is the only licensed authority to sell and serve liquor for consumption on the premises; therefore, liquor is not permitted to be brought into the hotel. In accordance to the liquor laws of the State of Georgia, a guest must be 21 years of age or older to consume alcoholic beverages.*

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Doubletree by Hilton and Hilton Garden Inn - Savannah Historic District*

## HISTORIC SAVANNAH – DOUBLETREE AND HILTON GARDEN INN

### CATERING TERMS AND CONDITIONS

**GUARANTEE POLICY:** Menu selections must be confirmed 14 days prior to the function. The guaranteed final number of guests must be communicated within 72 business hours of the function via telephone or facsimile transmission. The guaranteed number of guests will be the minimum number charged for the event. A 5% margin for Food and Beverage will be granted if more guests are in attendance than was guaranteed.

**CONFIRMATIONS:** Menu Selections must be confirmed 14 days prior to the function. In addition we require a guaranteed confirmation number of guests at least 72 business hours in advance. The guaranteed number is the minimum which the group will be charged. In the event your group has fewer guests than guaranteed, the guarantee will stand. We do prepare for 5% above your guarantee for your meals only. The room setup will be based on the guaranteed number communicated for the banquet unless otherwise requested.

**SPLIT MENUS:** The number of each item for a choice of entrees must be communicated at least 72 business hours in advance and we require place cards to designate entrée choice.

**BILLING:** Banquet billing can be handled by direct bill, credit card or certified check. A direct bill application must be filled out at least 30 days prior to the event and approved by our accounting department. For credit card a credit card authorization form must be completed and the credit card will be charged 2 weeks prior to the event. Certified checks must be received 2 weeks prior to the event.

**PRICING:** There is a 20% service charge as well as 7% sales tax applied to all pricing. All banquet prices are subject to change.

**DEPOSIT:** A non-refundable deposit of 20% of the estimated master account is due at the time of signing to hold your banquet space payable by certified check or credit card. Balance is due 2 weeks prior to the event.

**SECURITY DEPOSIT:** A refundable security deposit of \$500 is required for all hospitality suites.

**CANCELLATION:**

- ♣ 120 days or more, 10% of estimated cost of event.
- ♣ 89-119 days, 50% of estimated cost of event.
- ♣ 15-89 days, 75% of estimated cost of event.
- ♣ 0-14 days, 100% of estimated cost of event.

**EQUIPMENT:** A 14 day notice is required for all a/v and rental equipment. Appropriate charges will be added to your banquet invoice.

**TAX EXEMPT STATUS:** If your group is tax-exempt, a State Sales Tax-Exempt Certificate is required to be on file at our Hotel prior to the function. Tax Exemption will be honored if payment of the function is made by check or credit card from the appropriate exempt organization. No tax-exemption will be honored with a cash transaction or personal check.

**NOISE DISTURBANCE:** If the hotel determines that excessive noise from the banquet room is taking place, or receives complaints from other guests the hotel reserves the right to shut down the banquet room after the group has been notified once with a warning. Restitution will be made by the group for any hotel refunds that are made due to noise complaints.

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Doubletree by Hilton and Hilton Garden Inn - Savannah Historic District*

## HISTORIC SAVANNAH – DOUBLETREE AND HILTON GARDEN INN

### CATERING POLICIES

1. If no guarantee is received the Hotel will prepare and charge for the number of persons estimated from the catering contract.
2. All banquet checks must be signed by the person in charge or a designated representative at the completion of each function. Any discrepancies in counts or charges should be identified and resolved at that time.
3. All catering functions are subject to service charges and applicable state and local taxes.
4. A deposit is required for all catering functions unless prior credit/ payment arrangements have been established with the Hotel.
5. Payment in full is required 14 days prior to the function.
6. If a change from the original room set-up is requested on the day of the function, a labor charge will be added to the banquet check at a minimum of \$100.00.
7. Final menu selections will be submitted two weeks prior to the function to ensure the availability of the desired menu items.
8. The exact time the meal is to be served must be determined and signed off on the Banquet Event Order. If the time the meal is served changes more than 30 minutes at the group's request an additional fee of \$150 will be added to the master account.
9. No food or beverages of any kind will be permitted to be brought into any banquet/meeting room. The Hampton Inn & Suites Savannah Midtown is the only licensed authority to sell and serve liquor for consumption on the premises; therefore, liquor is not permitted to be brought on property and will result in a \$250 fee if outside liquor is discovered on property. In accordance to the liquor laws of the State of Georgia, a guest must be 21 years of age or older to consume alcoholic beverages.
10. Outside Audio Visual Equipment is not permitted without Hotel approval.
11. Function guests will be admitted to the banquet room and expected to depart at the time stated on the Banquet Event Order.
12. Due to local and state health ordinances, unused food or beverage cannot be removed from the Hotel.
13. The Hotel may request that the customer obtain and pay for bonded security personnel when valuable merchandise or exhibits are displayed or held overnight in the Hotel.
14. The customer is responsible for the arrangements and all expenses of shipping materials, merchandise, exhibits or any other items to and from the Hotel. The Hotel must be notified in advance of shipping arrangements to ensure proper acceptance of these items arrival at the Hotel.
15. The Hotel is not responsible for damage to or loss of any items left in the Hotel prior to or following any function.
16. The Hotel reserves the right to move functions to other meeting/banquet rooms other than those appearing on the catering contract with prior notification.
17. The customer is responsible and shall reimburse the Hotel for any damage, loss or liability incurred by the Hotel by any of the customer's guests or any persons or organizations contracted by the customer to provide any service or goods before, during and after the function.
18. Any items to be put on any meeting or lobby walls or any directional signs must be approved by the Hotel.
19. The Hotel shall not be liable for non-performance of this contract when such non-performance is attributable to labor troubles, disputes or strikes, accidents, government (Federal, State and Municipal) regulations of or restrictions upon travel or transportation, non-availability of food, beverage, riots, national emergencies, acts of God and other causes whether enumerated herein or not, which are beyond the reasonable control of the Hotel, preventing or interfering with the Hotel's performance.
20. Where appropriate, the term "Hotel" refers to the Doubletree or Hilton Garden Inn, its officers, directors, agents, employees and independent contractors and not intended necessarily to refer to the particular buildings where the function is held.

*\*Prices do not include a 7% sales tax and a 20% service charge.  
Doubletree by Hilton and Hilton Garden Inn - Savannah Historic District*