



A VIRGINIA DESTINATION
AND CONFERENCE CENTER

WEDDING MENUS

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www.hotel24south.com





Your wedding will prove to be one of the most important days in your life and we thank you for taking the time to consider Hotel 24 South to serve as host for your festivities.

With the ceremony and celebration comes careful budgeting and planning to ensure a day that you will never forget. With over 100 years of combined experience in the event and catering industry, our management team strives to produce a world class affair specific to your needs.

While this can be a stressful time, our goal is to make the planning process a convenient, fun, and memorable experience.

We are looking forward to being part of your big day!

Hotel 24 South



EVENT SPACE:

Based on the requirements outlined by you, the Hotel will reserve the function space specified in the catering contract that best fits your event. As the Hotel strives to provide the optimal experience for you and your guests, we reserve the right to change the function room if the function space originally designated is inappropriate based on the anticipated number of guests attending.

Room rental rates include all tables, chairs, glassware, china, silverware, floor length ivory, black or white linens, napkins, in-house centerpieces, dance floor, and display tables for cake, gifts, place cards, etc.

Additionally, our room rental rates vary based on time of year and day of the week. The amount spent on food and beverage and number of guest rooms utilized are also considered when estimating room rental fees.

A dedicated Sales and Catering professional will be available throughout the planning process to work with you on the detailing of your event and an on-site Banquet Manager will be there the day of to oversee the execution.

Hotel will agree to honor two (2) hours of vendor set-up time prior to the start of the event.

Additional time may be requested but cannot be guaranteed until one (1) week prior to the event date.



CONTRACT AND PAYMENT INFORMATION:

A non-refundable deposit of 25% of the estimated event total will be due with the signed catering contract to guarantee the space and service. A payment schedule will be outlined in your contract.

Final payment is due one (1) week prior to the event date.

Your menu selection, room set-up and other details related to your event will be outlined in a Banquet Event Order (BEO) which will be prepared and sent to you for approval. Once it is reviewed and any necessary changes are made, the Hotel will require a signed copy of the BEO to confirm the details.

Once you and the Hotel have signed the BEO, it will act as an addendum to the contract and be binding to both parties.



The guaranteed number of attendees is due one (1) week prior to arrival and may not be lowered after that date. Without a final guarantee, the Hotel will use the originally projected number as the guarantee.

MENU SELECTIONS:

The Hotel's culinary team has crafted the attached menus to offer a wide variety of selections. We are always happy to help in the menu planning process, including customizing menus specific to your taste and budget.

Menu items are subject to change due to market prices.

We recommend menu planning approximately 30-60 days from your event in order to confirm current prices.

Final menu selections must be confirmed no less than 21 days prior to your event.

We respectfully request keeping your selection to one entrée for your event.

However, in the occasion that an option is necessary, we will offer a choice based on the following guidelines:

- No more than two (2) menu choices may be offered
- The higher priced item will be charged for both selections
- Guaranteed number for each selection will be due one (1) week prior to the event
- Each guest's selection must be identified to our staff in the form of a place card

WEDDING CAKES:

Outside vendors providing wedding cakes will be responsible for the delivery and set-up. The Hotel will not handle the cake after it has been delivered and set-up, and is not liable for it.

Should the Hotel be requested to cut the cake, a fee of \$2.00 per guest will apply.

The Hotel will supply all plates, forks and napkins.

AUDIOVISUAL EQUIPMENT:

The Hotel utilizes a third party company, Blue Ridge Event Production, for all audiovisual needs.

Blue Ridge can provide any and all required equipment and service including sound systems, projection packages and specialty lighting to enhance the décor of the room.

Customized quotes can be created upon request.



OTHER CONSIDERATIONS:

Rehearsal Dinners and Post-Wedding Breakfasts/Brunches: The Hotel will gladly waive room rental fees on any events you have in addition to your wedding reception. Offer is subject to availability. Standard Food and Beverage prices will apply.

Dietary Restrictions: Special dietary requirements must be received with the final guaranteed guest count. If additional special requests for meals are made on the day of the event, the cost of additional entrées prepared over the guarantee will be billed to your master account. Gluten free items are listed in the menus attached and are denoted by (*GF*).

Vendors: While the Hotel does not have a published list of preferred professionals, we will be happy to help in suggesting outside vendors.

Gift Basket Delivery: We would be happy to hand out any welcome gift bags to your guests upon check-in at a charge of \$1.00 per item.

Early/Late Check-In/Check-Out: Standard check-in time is after 4:00 PM, and check-out time is before 12:00 PM. Early check-in or late check-out times cannot be guaranteed and are on a request only basis.

Parking: A city-operated parking garage is attached to the hotel and available to your guests for event, or overnight parking at the prevailing rate.

Storage: Due to business demands, the Hotel cannot guarantee storage space. We will however, accommodate these requests to the best of our ability, based on space availability.



WEDDING PACKAGES:

For your consideration, Hotel 24 South has created standardized wedding packages for ease of planning and budgeting.

PLATINUM PACKAGE

Choice of Five (5) Hors D' Oeuvres
Three (3) Hour Standard Bar Service
Plated Meal (including Dual Entrées) or 3-Entrée Buffet
House Brand Wine Service with Dinner
Sparkling Wine Toast
\$125

SILVER PACKAGE

Choice of Four (4) Hors D' Oeuvres
Three (3) Hour Standard Bar Service
Single Entrée Plated Meal or 2-Entrée Buffet
\$100

GOLD PACKAGE

Choice of Four (4) Hors D' Oeuvres
Three (3) Hour Standard Bar Service
Plated Meal (including Dual Entrées) or 3-Entrée Buffet
House Brand Wine Service with Dinner
\$115

LUNCHEON PACKAGE

12:00pm — 4:00pm
Choice of Two (2) Displayed Hors D' Oeuvres
Three (3) Hour Beer and Wine Bar Service
Single Entrée Plated Meal or 2-Entrée Buffet
\$85

BRUNCH PACKAGE

11:00am — 2:00pm
Wedding Brunch Buffet (*Complete Menu Listed on pg. 11*)
Two (2) Hour Mimosa and Bloody Mary Bar Service
\$55



All Hotel 24 South Wedding Packages include the following:

- ◆ Complimentary guest room for the Bride and Groom on their wedding night
- ◆ Welcome amenity for the Bride and Groom
- ◆ Discounted room rates for your guests (10 rooms or more)
- ◆ A dedicated Event Professional to work with you through the detailing of your event and an on-site Banquet Manager for the event execution

Should you decide not to purchase a package, a complete a la carte menu is listed, which will allow you to custom tailor your wedding to your specific needs and budget.

PLATED DINNER ENTRÉES:

All Dinners include Salad, Rolls, Entrée, and Freshly Brewed Coffee and Iced Tea Service.

Enhance your meal by adding an Additional Course, Upgraded Salad, or an Intermezzo.

Ask your Conference Planner for options and applicable pricing.

Chicken Caprese

Grilled Marinated Chicken Breast with Fresh Sliced Mozzarella and Roasted Tomatoes, served over Orzo Pilaf with a light Pesto Cream

\$35

Can be Prepared GF Upon Request

Chicken Piccata

Lightly Battered Chicken Breast Sautéed Golden Brown and served with Lemon Caper Butter Sauce, Orzo Pilaf, and Fresh Seasonal Vegetables

\$35

Can be Prepared GF Upon Request

Wild Mushroom Stuffed Chicken Breast (GF)

Tender Chicken Breast stuffed and rolled with Wild Mushrooms and Spinach, served with Rice Pilaf and Sauce Supreme

\$36



Citrus Salmon (GF)

Fresh Broiled Salmon Filet with Citrus Beurre Blanc, served with Rice Medley and Julienned Vegetables

\$38

Stuffed Pork Chop (GF)

Tender Pork Chop stuffed with Fontina Cheese and Prosciutto, served with Garlic Mashed Potatoes and Fresh Seasonal Vegetables

\$40

Flat-Iron Steak (GF)

Tender Charbroiled Chuck Steak, accented by a Cabernet Mushroom Demi-Glace, served with Yukon Gold Mashed Potatoes and Fresh Seasonal Vegetables

\$42

Roasted Sirloin (GF)

Sliced New York Strip Steak roasted with Fresh Herbs and Garlic, paired with Shallot Red Wine Sauce, Duchess Potatoes, and Fresh Seasonal Vegetables

\$45

Grilled Filet Mignon (GF)

Succulent Filet Mignon served with Mushroom Demi-Glace over Yukon Gold Mashed Potatoes, and Chef's Choice of Vegetable

\$50

Rack of Lamb

Tender Herb Crusted Rack of Lamb with Rosemary Demi-Glace, Parisienne Potatoes, and Baby Vegetables

\$52

Filet and Chicken (GF)

Petite Filet Mignon and Grilled Marinated Chicken Breast served with Forest Mushroom Demi-Glace and Garlic Herb Butter, over Yukon Gold Mashed Potatoes and Fresh Seasonal Vegetables

\$52



Roasted Duck

Pan Seared and Roasted Duck Breast served on a Crispy Potato Pancake with Natural Juices and Roasted Vegetables

\$46

Chesapeake-Style Crab Cakes

Decadent Lump Crab Cakes with a Lemon Beurre Blanc, served with Rice Pilaf and Julienned Vegetables

\$50

Chicken and Stuffed Shrimp

Marinated and grilled Chicken Breast with Tarragon Butter, Paired with Two Scallop Stuffed Jumbo Shrimp, served with Rice Pilaf and Fresh Seasonal Vegetables

\$56

Filet and Crab Cake

Petite Filet Mignon and a Chesapeake-Style Lump Crab Cake, served with Forest Mushroom Demi-Glace and Remoulade Sauce over Orzo Pilaf and Fresh Seasonal Vegetables

\$60

****A maximum of two (2) selections may be chosen. The higher priced item will be charged for both meals.****

WEDDING BRUNCH BUFFET:

Fresh Fruit and Assorted Breakfast Pastries
Classic Eggs Benedict, Breakfast Sausage, and Bacon
Display of Smoked Salmon, Accompaniments, and Petite Bagels

— Choice of Made to Order Omelet Station, Waffle Station,
or Virginia Ham Carving Station with Dijon, Biscuits, and Honey Butter —

Orange Juice, Regular and Decaf Coffee, and Specialty Tea Service

BRUNCH ONLY: \$35

PACKAGE PRICE: \$55



BUILD YOUR OWN BUFFET:

Includes Garden Salad, Warm Rolls with Butter, and Freshly Brewed Coffee and Iced Tea Service.

*Items Denoted with an * can be Prepared GF Upon Request.*

ENTRÉES:

Country Fried Chicken
Citrus Salmon (GF)
Chef's Choice of Vegetarian*

Chicken Parmesan
Marinated Grilled Chicken Breast (GF)

Roasted Sirloin (GF)
Chicken Piccata*
Pork Loin (GF)

CHOICE OF ACCOMPANIMENTS:

Yukon Gold Mashed Potatoes (GF)
Seasonal Vegetable Medley (GF)
Roasted Garlic Broccolini (GF)

Bourbon Sweet Potato (GF)
Rice Pilaf (GF)
Macaroni and Cheese

Au Gratin Potatoes (GF)
French or Southern Style Green Beans (GF)
Corn Custard*

TWO ENTRÉES : \$45

THREE ENTRÉES : \$52

PACKAGED RECEPTIONS:

PACKAGE 1:

Display of Fresh Fruit and Cheese (*GF*)
Fresh Tomato Chevre Bruschetta
Ginger Scallion Meatballs

\$20pp

PACKAGE 2:

Display of Fresh Fruit and Cheese (*GF*)
Savory Hummus with Vegetable Crudité and Pita Chips
Fresh Tomato Chevre Bruschetta
Vegetable Spring Rolls and Ponzu Dipping Sauce
Ginger Scallion Meatballs

\$25pp

PACKAGE 3:

Display of Fresh Fruit and Cheese (*GF*)
Cajun Crab Dip with Pita Chips
Fresh Tomato Chevre Bruschetta
Vegetable Spring Rolls and Ponzu Dipping Sauce
Ginger Scallion Meatballs

\$30pp





RECEPTIONS SELECTIONS:

Prices Reflect per 100 Pieces

We Suggest 5 to 6 Pieces per Person

Hot Hors D' Oeuvres

Fried Coconut Shrimp	\$375
Ginger Scallion Meatballs	\$275
Stuffed Mushrooms (Choice of Spinach, Nicioce, or Italian Sausage)	\$275
Beef Wellingtons	\$425
Petite Crab Cakes with Dijon Remoulade Sauce	\$425
Bacon Wrapped Scallops (GF)	\$400
Vegetable Spring Rolls	\$275
Goat Cheese and Cranberry Cigars	\$300
Macaroni and Cheese Fritters	\$275
Mini Twice Baked Potatoes (GF)	\$300

Cold Hors D' Oeuvres

Jumbo Shrimp Cocktail (GF)	\$400
Roasted Duck on Crostini with Orange Marmalade	\$425
Beef Medallions on Crostini with Gorgonzola Cream	\$375
Bleu Cheese and Roasted Pear on Rosemary Toast	\$325
Fresh Tomato Chevre Bruschetta	\$275
Curry Chicken Salad on Pita Points	\$275
Bacon and Bleu Cheese served on Endive (GF)	\$280
Classic Deviled Eggs (GF)	\$250



HORS D' OEUVRE DISPLAYS:

<u>Serves Up To:</u>	<u>50 ppl</u>	<u>75 ppl</u>	<u>100 ppl</u>
Vegetable Crudités (GF)	\$175	\$235	\$300
Display of Fresh Fruit and Cheese (GF)	\$225	\$300	\$400
Charcuterie Display (GF)	\$250	\$350	\$450
Pimento Cheese Spread with Crackers	\$150	\$200	\$250
Raspberry Baked Brie en Croute with French Bread	\$175	\$235	\$300
Seasonal Fresh Fruit Display (GF)	\$175	\$235	\$300
Warm Antipasto Dip	\$175	\$235	\$300
Smoked Salmon Display (GF)	\$300	\$425	\$550
Cajun Crab Dip with Crackers	\$225	\$300	\$400

CARVING STATIONS:

\$85 fee for Chef Attendant

Whole Roasted Herb Garlic Sirloin (GF) <i>Served with Dijon Mustard, Horseradish Cream and Rolls</i>	Serves Up to 40 ppl	\$325
Slow Roasted Turkey Breast (GF) <i>Served with Fresh Cranberry Relish and Sage Biscuits</i>	Serves Up to 30 ppl	\$200
Maple Glazed Virginia Ham (GF) <i>Served with Apricot Mustard and Biscuits</i>	Serves Up to 60 ppl	\$300
Beef Tenderloin (GF) <i>Served with Sliced Rolls and Horseradish Sauce</i>	Serves Up to 20 ppl	\$300
Slow Roasted Pork Loin (GF) <i>Maple and Thyme Glazed Pork Loin, Served with Cornbread</i>	Serves Up to 40 ppl	\$225

****Your options are not limited to a carving station. Ask you Conference Planner about customizing Reception Stations specific to your event.****



ALCOHOLIC BEVERAGES:



BAR PACKAGES:

A “Host Bar” is defined as a bar where the client pays for bar service, whereas for a “Cash Bar” guests pay for their own drinks.

Standard Host Bar Service is included in Platinum, Gold, and Silver Wedding Package pricing.

STANDARD HOST BAR

Domestic/Imported Beer: \$7-9
House Wine: \$7
Standard Cocktails: \$9
Soft Drinks: \$2

PREMIUM HOST BAR

Domestic/Imported Beer: \$7-9
Premium Wine: \$10
Premium Cocktails: \$11
Soft Drinks: \$2

SIGNATURE COCKTAIL BAR

Our experienced staff can create a Signature Cocktail Package or Bar specific to your Event.

CASH BAR

Pricing available upon request and includes prevailing taxes.

Beer and Wine selections will be at the discretion of the Food & Beverage Manager unless otherwise specified.

SPARKLING WINE

Sparkling Wine is available upon request for toasts and as a bar menu item.

ALL BAR PACKAGES INCLUDE:

- ◆ \$200 Drink Minimum
- ◆ Bartender Fee of \$100 (One Bar and One Bartender per 100 Guests)
- ◆ Application of State and Local Taxes, Plus a 20% Service Fee (Inclusive on Cash Bars)

All Beverage Services within the Hotel must be provided by the Hotel and serviced by Hotel Personnel.