



EMBASSY SUITES®

Atlanta - Alpharetta  
atlantaalpharetta.embassysuites.com



## CONTINENTAL BREAKFASTS

(Minimum 10 guests)

### **The Sunrise... \$13**

An assortment, fresh from our bakeshop, to include Croissants, Bran and Fruit Muffins, and Danish Sliced Fruits and Seasonal Berries  
Sweet Creamery Butter, Marmalade, and Preserves  
Freshly Brewed Coffee, Decaffeinated Coffee, and Select Teas  
Chilled Orange, Cranberry, and Apple Juices

### **The Sweet Georgian... \$14**

An assortment, fresh from our bakeshop, to include Croissants, Bran and Fruit Muffins, Danish Sliced Fruits and Seasonal Berries  
Granola Bars, Assorted Yoplait Yogurt  
Bagels with Plain and Fat-Free Cream Cheese  
Sweet Creamery Butter, Marmalade, and Preserves  
Freshly Brewed Coffee, Decaffeinated Coffee, and Select Teas  
Chilled Orange, Cranberry, and Apple Juices

### Enhancements

**The following selections are available at an additional price.**

*Fresh Whole Seasonal Fruit.....\$13 per dozen*  
*Assorted Dry Cereals with 2% Milk .....\$2 per guest*  
*Lox, Bagels and Cream Cheeses .....\$ 5.25 per guest*  
*Hot Oatmeal or Grits .....\$2 per guest*  
*Assorted Yogurt.....\$2.75 per guest*

### Hot Item Enhancements

Buttermilk Biscuit with Bacon, Egg & Cheese.....\$4 per guest  
Buttermilk Biscuit with Country Gravy.....\$ 4 per guest  
Buttermilk Biscuit with Southern Fried Chicken.....\$ 4 per guest  
Ham and Cheese Croissants.....\$ 4 per guest  
Scrambled Eggs and Bacon.....\$ 4.75 per guest

All Menu Items Are Subject To A 22% Service Charge & Current Sales Tax  
All menu prices are subject to change and are not guaranteed until (60) sixty days prior to event date.



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## BREAKFAST BUFFETS

All Breakfast Buffets and Brunch Buffets include  
Freshly Brewed Coffee, Decaffeinated Coffee, and Select Teas  
Assorted Fruit Juices, Soft Drinks and Bottled Water

### **The Embassy Buffet... \$18**

(Minimum 20 Guests)

Selections of Seasonal Fruits and Berries  
Assorted Fruit-Flavored Individual Yogurt  
Fresh Scrambled Eggs  
Smoked Bacon,  
Buttermilk Pancakes with Warm Maple Syrup  
Breakfast Potatoes  
Assortment of Freshly Baked Pastries  
Sweet Creamery Butter, Marmalade, and Preserves



### **The Executive...\$23**

(Minimum 20 guests)

Selections of Seasonal Fruits and Berries  
Warm Oatmeal with Raisins and Almonds  
Cold Cereal Assortment with Nonfat and 2% Milk  
Assorted Fruit-Flavored Individual Yogurt  
Fresh Scrambled Eggs  
Country-Style Sausage Patties, Smoked Bacon,  
Homemade French Toast with Maple Syrup  
Breakfast Potatoes  
Buttermilk Biscuits and Country Gravy  
A selection of Freshly Baked Croissants, Muffins, and Danish  
Sweet Creamery Butter, Marmalade, and Preserves

### Breakfast Buffet Enhancements

The following selections are available for groups of 20 or more at an additional price

Belgian Waffles .....\$4 per guest  
French Toast .....\$4 per guest  
Pancakes .....\$4 per guest

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## BEVERAGES

**Coffee, Decaf, Hot Tea**  
\$5.50 per person (half day service)  
\$11 per pot (serves 8)  
\$34 per gallon (serves 20)  
Add flavors for coffee \$1.25 per person

**Assorted Fruit Juice** \$21 per carafe  
**Milk** \$16 per carafe  
**Iced Tea or Lemonade** \$21 per gallon  
**Assorted Soft Drinks** \$2.25 each  
**Bottled Water** \$2.75 each



## FRUIT / YOGURT / ENERGY BARS

Display of Sliced Fresh Fruit and Berries...\$6 per person  
Whole Fresh Seasonal Fruit..... \$13 per dozen  
Assorted Fruit Yogurts.....\$2.75 per person  
Granola Bars .....\$2.50 each

## FROM THE BAKERY

Assorted Freshly Baked Danish .....\$27 per dozen  
Selection of Fruit Muffins ..... \$27 per dozen  
Buttery Croissants with Preserve.....\$27 per dozen  
Bagels with Cream Cheese ..... \$27.50 per dozen  
Assorted Cookies ..... \$27 per dozen  
Brownies .....\$27 per dozen  
Chef's Assorted Cakes..... \$35 per cake



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## **SPECIALTY BREAKS**

### **To Your Health...\$12 per guest**

An Assortment of Fruit-Flavored Yogurts, Assorted Fruit Juices  
Whole and Sliced Fresh Fruit, Banana Nut and Bran Muffins, Granola Bars,  
Coffee Service and Bottled Water

### **Crackers and Cheese, Please...\$12 per guest**

Imported and Domestic Cheese Tray presented, with Fresh Fruits and Seasonal Berries  
Cracker Selection and Veggie Display with Coffee Service and Assorted Soft Drinks

### **Cookies and Milk...\$12 per guest**

Chocolate Chip Cookies, Sugar Cookies, and Peanut Butter Cookies  
Carafes of 2% Milk, Soft Drinks, and Coffee Service

### **Intermission...\$13 per guest**

Mini Soft Pretzels with Mustard Dipping Sauce, Popcorn, and Cookies  
Assorted Soft Drinks and Coffee Service

### **Down to Business...\$13 per guest**

Assorted Fruit Juices, Seasonal Vegetables with Dip, Fruit and Cheese Platter, Mini Croissants,  
Soft Drinks and Coffee Service

### **The Chocolate Fix...\$12 per guest**

Chocolate Chip Cookies, Assorted Chocolate Candy Bars, Fudge and Caramel Swirl Brownies  
Carafes of 2% Milk, Soft Drinks, and Coffee Service



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## BEVERAGE BREAKS

### Beverage Break I

(Half Day Service)

Freshly Brewed Regular and Decaffeinated Coffee and  
Assorted Hot Herbal Teas

**\$5.50 per Person**

### Beverage Break II

(Half Day Service)

Freshly Brewed Regular Coffee and Decaffeinated Coffee  
Assorted Hot Herbal Teas,  
Assorted Fruit Juices

**\$7.75 per Person**



### Beverage Break III

(Half Day Service)

Freshly Brewed Regular Coffee and Decaffeinated Coffee and  
Assorted Hot Herbal Teas,

Bottled Water, and Assorted Soft Drinks

**\$8.75 per Person**

## SNACKS

<b>Granola Bars</b>	\$2.50 each	<b>Assorted Cookies</b>	\$27/Dozen
<b>Individual Yogurts</b>	\$2 each	<b>Brownies</b>	\$27/Dozen
<b>Sliced Fruit Display</b>	\$6 per person	<b>Assorted Candy Bars</b>	\$2 each
<b>Bowl of Popcorn or Pretzels</b>	\$3 per person	<b>Bowl of Chips with Dip</b>	\$3.25 per person
<b>Mixed Nut Bowl</b>	\$3 per person	<b>Mini Soft Pretzels</b>	\$3.25 per person

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## **Breaks & Luncheon Package**

**\$39 Per Person includes**

**All Day Beverage Service, AM and PM Breaks listed below,  
and Choice of a Themed Lunch Buffet**

Minimum of 20 Guests required for Package. If Final Numbers are Less Than Minimum,  
a \$5 per person Surcharge will be added For Each Person Attending

## **Break Package**

**\$11 Per Person for One Break listed below**

**\$19.50 for Both Breaks listed below**

## **AM Break Includes**

Assorted Breakfast Breads with Fruit Preserves & Butter  
Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea, Juice and Sodas  
(Includes a mid-morning Refresh)

## **Lunch Includes**

Choice of one Themed Lunch Buffet Selection  
Minimum of 20 guests Required for All Buffet Selections

## **PM Break Includes Choice of Two:**

Brownies	Granola Bars
Chex Mix	Popcorn
Cookies	Pretzels
Assorted Candy Bars	Mini Soft Pretzels
Tortilla Chips with Salsa	Whole Fruit
Mixed Nuts	Veggies W/ Dip
Potato Chips with Dip	Goldfish

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## **THEMED LUNCH BUFFETS**

All Buffet Selections include Fresh Brewed Coffee, Decaffeinated Coffee, Iced Tea, Iced Water, and Assorted Sodas  
Minimum of 20 Guests required for all Buffet Selections.

### **Pizza Buffet**

Garden Salad with Ranch and Italian Dressing, Caesar Salad, Pasta Salad  
Assorted Pizzas to include Pepperoni, Veggie, and Supreme  
Garlic Breadsticks  
Assorted Cookies and Brownies  
**\$21 per person**

### **Soup, Salad and Pasta Bar**

Baked Potato Soup  
Garden Salad with the following toppings available: Grilled Chicken, Diced Turkey and Ham  
Shredded Cheddar Cheese, Tomatoes, Mushrooms, Green Peppers, Bacon Bits, and Croutons  
Penne Pasta with Sundried Tomatoes, Capers, and Olive Oil, Breadsticks and Crackers  
Chef's Selection of Dessert Display  
**\$22 per person**

### **Deli Buffet**

Chef Select Soup Of The Day  
Garden Salad with Ranch and Italian Dressing,  
Sliced Cheese, Turkey, Ham, and Chicken Salad with Assorted Sandwich Breads  
Pickles, Lettuce, Tomato, Red Onion, and Appropriate Condiments  
Individual Bags of Potato Chips  
Assorted Cookies and Brownies  
**\$22 per person**

### **South of the Border Buffet**

Garden Salad With Ranch and Italian Dressing, Avocado Salad with Diced Tomatoes and Red Onion  
Chicken Fajitas Sautéed with Onions and Peppers, Seasoned Ground Beef, Spanish Rice,  
Mini-Tortillas and Taco Shells, Lettuce, Sour Cream, Grated Cheese, and Jalapenos  
Tortilla Chips with Salsa  
Chef's Selection of Dessert Display  
**\$22 per person**

### **Italian Pasta Buffet**

Italian Wedding Soup, Greek Salad with Balsamic Vinaigrette  
Penne and Linguini Pasta Served with Meat Sauce, Marinara Sauce, and Alfredo Sauce,  
Grilled Chicken and Italian Mixed Vegetables for Topping,  
Garlic Breadsticks  
Chef's Selection of Dessert Display  
**\$25 per person**

### **Down South Buffet**

Garden Salad with Ranch and Italian Dressing, Seasonal Fruit Salad  
Southern Fried Chicken, Home-style Roast Beef with Vegetables,  
Macaroni & Cheese, Country Style Green Beans,  
Fresh Baked Rolls and Butter  
Chef's Selection of Dessert Display  
**\$26 per person**

### **The All-American Cookout**

Garden Salad with Ranch and Italian Dressing, Cole Slaw  
Grilled Angus Burgers, Grilled Marinated Chicken Breast, Baked Beans,  
Sliced Deli Cheeses, Lettuce, Tomato, Onion & Pickles, Appropriate Condiments, Assorted Buns,  
Individual Bags of Chips  
Chef's Selection of Dessert Display  
**\$26 per person**

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## Quick & Light Selections

All lunches include:

Includes Freshly Brewed Coffee and Decaffeinated Coffee, Iced Tea, Iced Water, and Assorted Sodas

A Chef's Selection of Dessert can be added to any plated lunch for an additional \$3 per person

## Roll-In Working Lunch

This menu must be delivered to the meeting room or served as a box lunch to-go

Assorted Pre-Made Sandwiches, Chips, Whole Fruit, Cookies, and Soft Drinks

\$14 Per Person



## Plated Deli Lunches

### **Deli Sandwich**

Garden Salad  
Ham, Roast Beef or Turkey  
On Fresh Baked Bun with Cheese,  
Lettuce & Tomato,  
Pickle Spear and Chips  
**\$17 per person**

### **Triple Decker Club**

Garden Salad  
Sliced Turkey Breast, Bacon Strips,  
Lettuce, and Tomato  
served on Triple Slices of  
Wheat or White Bread  
Pickle Spear and Potato Chips  
**\$17 per person**

### **Chicken Caesar Salad/ Soup of the Day Combo**

Chefs Soup of the Day  
Romaine Lettuce Topped with Sliced  
Grilled Chicken Breast  
& Parmesan Croutons  
with Traditional Caesar Dressing  
**\$17 per person**

### **Chef's Soup and Salad**

Soup of the Day  
Crisp Lettuce topped with Ham, Turkey,  
Cheddar Cheese, Tomato and Cucumber  
**\$17 per person**

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## PLATED LUNCHEON SELECTIONS

All selections include a choice of House or Caesar Salad, Served with Appropriate Starch, Vegetable, Fresh Rolls, Freshly Brewed Coffee, Decaffeinated Coffee, Iced Tea, Sodas  
Choice of Dessert

### **Chicken Marsala**

Breast of Chicken Sautéed with  
Shitake Mushrooms and Marsala  
Wine Sauce  
\$23

### **Lemon Chicken**

Grilled Breast of Chicken Sautéed  
with a  
White Wine Lemon Sauce  
\$23

### **Chicken Parmesan**

Breast of Chicken Sautéed with a  
Sweet Italian Marinara and Topped  
with a Mozzarella/Parmesan Blend  
\$23

### **Tortellini Prima Vera**

With Spinach, Mushrooms,  
Sun dried Tomatoes  
& Pesto Cream Sauce  
\$20

### **Beef Medallions**

Tenderloin of Beef Medallions  
served  
With a Garlic Brandy Sauce  
\$24

### **Vegetable Strudel**

Grilled Vegetables with  
Boursin Cheese Wrapped in  
a Puffed Pastry and Baked  
with a Sherry-Cream Sauce  
\$22

### **Grilled Filet of Salmon**

Salmon Filet  
Served with a Dill Cream Sauce  
\$25

### **Pork Loin w/a Hunter Sauce**

Juicy Pork Loin Roasted and  
Served with Tomato/ Bordelaise Sauce  
\$23

## Dessert Selections

New York Cheesecake with Raspberry Coulis  
Chocolate Trilogy  
Key Lime Pie



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## General Information

09/10

**MENU SELECTIONS & PRICING:** Menu Selections should be submitted to the Catering Office at least (30) thirty days in advance of the planned function to ensure sufficient time to order all food items. Special dietary requirements must be indicated in advance. A customary 22% service charge and applicable sales tax will be added to the bill for all food and beverage charges. Menu prices/Quotes are subject to change and are not guaranteed until (60) sixty days prior to event date.

**MEAL GUARANTEES:** A Guaranteed number of guests is required by 12:00 noon, (3) three business days prior to the function date. This guarantee represents your billing minimum and will not be subject to reduction. If guarantee is not received, the original count or actual number of guests (whichever is greater) will be charged.

**MEETING ROOMS:** Meeting rooms are assigned based on the type of event and anticipated number of guests attending the function. If attendance increases or decreases, the hotel may change meeting room assignments from their original booking to a room more suitable for attendance and type of function. Any room used for more than (8) eight hours in any one day is subject to additional room rental. Should your time schedule need to change, please notify the Catering Office and every effort will be made to accommodate a change. Any function assigned to the Atrium area must be completed by 10 p.m.

**SHIPMENTS:** In order to ship materials to the Hotel, please observe the following instructions to ensure proper handling and storage of your materials: Please notify your Conference Services Manager, at least one-week in advance, of the number and sizes of boxes being shipped. Ship all materials to arrive no sooner than 48 hours prior to the event. Please ensure that each box is clearly labeled with the group name, group's on site contact, date of function, and addressed to the attention of your catering contact.

First (5) five boxes are complimentary; any additional boxes will be subject to handling charges.

### **FOOD, BEVERAGE / ALCOHOL POLICIES**

Due to current Health Regulations, All food served in the hotel must be prepared by Embassy Suites Alpharetta Culinary Staff Therefore No Food or Alcohol may be taken off premises after it has been served. Also it is not permissible to bring food or beverage of any kind onto the property without the expressed written permission of Hotel Management. The Hotel must provide all Alcoholic beverages. Georgia Alcoholic Commission requirements will be strictly adhered to. **\*\*The city of Alpharetta requires that ALL guests (regardless of age) consuming alcohol on property must show proof of age via a valid Drivers License, Passport or State-issued Identification card. \*\***

**DEPOSITS/BILLING/PAYMENTS:** Deposits are required to reserve the date of your function and meeting rooms, and are based in accordance with the terms of the Booking Agreement/Catering Contract/Banquet Event Order (whichever is applicable). For banquet functions, an additional deposit of 50% of estimated total charges will be required (30) thirty days prior to the function date. All deposits will be credited to the final banquet billing. The balance of all estimated charges will be due (5) five business days prior to function, unless direct billing has been arranged. If your guest count should increase with final count, any remaining balance will be due at that time.

Corporate accounts may be considered for direct billing privileges. However, credit is not granted for private social functions, political, religious, fraternal or Charitable groups. To establish direct billing and credit with the Hotel, an approved direct bill application must be on file with the Hotel's Accounting office. Applications are available through the Sales and Catering Office.

All private social events must be paid in full a minimum of (10) ten business days in advance and must be paid in the form of cash, credit card, or cashier's check.

**CANCELLATIONS:** Should cancellation of the scheduled function (the entire event or any part thereof) become necessary, the Hotel must receive cancellation notification in writing prior to the cancellation date on the Booking Agreement/Catering Contract/Banquet Event Order (whichever is applicable). All deposits/payments are non-refundable.

**SPECIAL EQUIPMENT AND SERVICES:** Standard color cloths and napkins are provided for an all food functions. Special Engineering Services, Rentals, Audio/Visual Equipment or any other special requests can be arranged with our catering Office at least (2) weeks prior to any function date. Charges for any special services will be quoted through the Catering Office but are subject to change as event numbers or plans change. Quotes are subject to change and are not guaranteed until (60) sixty days prior to event date.

**MISCELLANEOUS:** The Hotel does not permit affixing of anything to the walls, ceilings, or floors. The display of any signs, pictures, posters, or boards that or not of professional quality are also prohibited. Balloon decorations are not allowed outside of the meeting rooms.

Reasonable behavior and sound levels are required to allow other guests to enjoy their activities. Sound amplification systems or music in the atrium must meet with the approval of the Hotel. Any functions assigned to the Atrium must conclude by 10:00 p.m. hotel. Quiet Hours Begin at 11:00pm all Music in Banquet Rooms must conclude by this time.

Please refer to your contract for a complete list of Terms & Conditions.



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## BEVERAGE MENU

Licensed Bartender Required by Law on all Beverage Service.  
A Bartender Fee of \$100.00 will be assessed for each Bartender for Four hours  
One Bartender per 75 People  
If Alcohol Sales Equal Over \$900.00 Bartender Fee Will Be Waived

### STATE LAWS MANDATE:

Alcoholic Beverages are for Guests over 21 years of age ONLY  
Guests should be prepared to show ID upon Request  
Failure to Comply May Result in Termination of Function

#### **Hosted Bar** Priced Per Drink

Premium Brands.....	\$5.75
Top Shelf Brands.....	\$7.50
Domestic Beers.....	\$4.50
Imported Beers.....	\$5.50
House Wine.....	\$5.25
Bottled Water.....	\$2.75
Soft Drinks.....	\$2.25
House Wine per bottle.....	\$22.00

#### **Cash Bar** Priced Per Drink

Premium Brands.....	\$6.00
Top Shelf Brands.....	\$8.00
Domestic Beers.....	\$4.75
Imported Beers.....	\$5.75
House Wine.....	\$5.50
Bottled Water.....	\$3.00
Soft Drinks.....	\$2.50

## Per Person Pricing

### Champagne Toast

(Non-alcoholic available upon request)  
\$2 per person

### Beer and Wine Bar

Import Beer, Domestic Beer,  
House Wine, Sodas  
\$9 per Person for the First Hour  
\$5.50 Per Person for Every Hour Afterwards

### Premium Brand Liquor Bar

Import Beer, Domestic Beer,  
House Wine, Sodas  
\$14 per Person for the First Hour  
\$6 per Person for Every Hour Afterwards

### Top Shelf Brand Liquor Bar

Import Beer, Domestic Beer,  
House Wine, Sodas  
\$19 per Person for the First Hour  
\$9.50 per Person for Every Hour Afterwards

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## Hors D'oeuvres

(Prices Based on 50 pieces)

Chicken Fingers with Honey Mustard .....	\$75
Jumbo Chicken Wings with Celery & Bleu Cheese .....	\$75
(1 Flavor Per 50 Pieces)	
FLAVORS: Hot, Med, Mild, Ranch, Lemon Pepper, Teriyaki, or BBQ	
Antipasto Skewers.....	\$75
Swedish meatballs .....	\$95
Crab stuffed mushrooms .....	\$95
Mini pizzas .....	\$95
Marinated beef brochettes with peppers and onions .....	\$115
Cocktail Wieners in Puff Pastry.....	\$125
Pork Egg Rolls.....	\$125
Coconut Shrimp.....	\$140
Mini Crab Cakes.....	\$140
Bacon-wrapped shrimp .....	\$150
Assorted Cold Canapés .....	\$150
Iced Shrimp Cocktail .....	\$185
Iced Alaskan Snow Crab Claws .....	\$195



## Chef's Specialty Trays

### Montage

A table richly displayed with fresh seasonal fruit, artfully cut garden fresh vegetables with dipping sauces, and an assortment of domestic and imported cheeses and crackers ...

**\$9 per person**

Add black & green olives, sliced pepperoni and summer sausages to above  
for an additional ... **\$2 per person**

### Individual Trays

Imported and Domestic Cheeses with Crackers  
**\$6 per person**

Fresh fruits of the season with yogurt dipping sauce  
**\$6 per person**

Fresh vegetable crudités with assorted dipping sauce  
**\$6 per person**

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## PLATED DINNER

All Selections Include a Choice of a House or Caesar Salad  
Served with Appropriate Starch, Vegetable, Fresh Rolls  
Coffee, Decaffeinated Coffee, Hot Tea, Iced Tea & Water



Choice of one of the following Desserts:  
New York Cheesecake with Raspberry Coulis  
Key Lime Pie  
Death by Chocolate

## Dinner Selections

### Filet Mignon

Broiled Filet Grilled Medium and  
Served with Béarnaise Sauce  
\$39

### Lemon Seared Tilapia

Tilapia Filet Pan Seared  
And Marinated W/ Fruit Salsa  
\$34

### Prime Rib of Beef Au Jus

Slowly Roasted Prime Rib of Beef, Served  
with Au Jus (Minimum 25 Servings)  
\$37

### Lemon Chicken

Grilled Breast of Chicken Stuffed served with  
a White Wine Lemon Sauce  
\$34

### Wild Rice Stuffed

#### Chicken Breast

Roasted and Served with a  
Chardonnay Butter Sauce  
\$32

### Chicken Cordon Blue

Breast of Chicken Stuffed with Canadian Style  
Bacon and a Blend of Swiss/American Cheese.  
Served on a  
Bed of Alfredo Sauce.  
\$34

### Chicken Parmesan

Breast of Chicken Sautéed with a Sweet  
Italian Marinara and Topped with a  
Mozzarella/Parmesan Blend  
\$33

### Vegetable Strudel

Puff Pastry Filled with  
Seasonal Vegetables Baked to a Golden Brown  
Served with Fresh Basil Cream Sauce  
\$29

### Beef Medallions

Tenderloin of Beef Medallions served  
With a Garlic Brandy Sauce  
\$35

### Grilled Filet of Salmon

Salmon Filet  
Served with a Dill Cream Sauce  
\$36

### Tortellini Prima Vera

With Spinach, Mushrooms, Sun dried  
Tomatoes and Pesto Cream Sauce  
\$29

### Pork Loin with Hunter Sauce

Juicy Pork Loin Roasted and  
Served with Tomato/ Bordelaise Sauce  
\$34

### Chicken and Filet Mignon

Grilled Boneless Breast of Chicken  
And Grilled Petite Filet Mignon  
\$43

### Shrimp & Filet

Grilled Jumbo Shrimp Skewers & Petite Filet  
Mignon Served with a Garlic Butter Sauce  
\$45

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## **THEMED DINNER BUFFETS**

All Buffet Selections include Freshly Brewed Coffee, Decaffeinated Coffee, Iced Tea,  
Iced Water and Assorted Sodas

Minimum of 20 Guests required for all Buffet Selections. If Final Numbers are Less Than Minimum,  
a \$5 per person Surcharge will be added For Each Person Attending

### **Soup, Salad and Potato Bar**

Homemade Chicken Noodle Soup, Fruit Salad

Baked Potatoes and Garden Salad with the following toppings available: Diced Turkey and Ham  
Shredded Cheddar Cheese, Mushrooms, Green Peppers, Bacon Bits, Croutons, Butter & Sour cream  
Breadsticks and Crackers, Freshly Baked Cookies and Brownies

**\$27 per person**

### **The Embassy Deli Buffet**

Chef Select Soup of the Day

Three Specialty Salads to Include Tuna, Chicken, and Garden Greens, Assorted Sliced Meats & Cheeses,  
Pickles, Lettuce Tomato & Red Onion, Served with Appropriate Condiments  
Assorted Sandwich Breads, Individual Bags of Potato Chips,  
Freshly Baked Cookies & Brownies

**\$29 per person**

### **South of the Border Buffet**

Garden Salad with Ranch and Italian Dressing, Taco Salad, and Tortilla Chips with Salsa  
Chicken Fajitas and Steak Fajitas Sautéed with Onions and Peppers, Chicken Enchiladas, Tortilla Wraps,  
Lettuce, Sour Cream, Grated Cheese, Guacamole, and Salsa, Served with Spanish Rice and Black Beans  
Chef's Selection of Dessert Display

**\$30 per person**

### **Mama Mia Italiano Buffet**

Caesar salad with Traditional Dressing and Croutons, Garden Green Salad with Assorted Dressings,  
Chicken Parmesan, Penne and Linguini Pasta Served with Meat Sauce, Marinara Sauce, Alfredo Sauce,  
and Grilled Chicken for Topping, Italian Mixed Vegetables, and Garlic Breadsticks  
Chef's Selection of Dessert Display

**\$31 per person**

### **Down South Buffet**

Garden Salad with Ranch and Italian Dressing and Seasonal Fresh Fruit Salad  
Southern Fried Chicken, Home-style Roast Beef with Vegetables, Mashed Potatoes w/ Country Gravy,  
Macaroni & Cheese, Country Style Green Beans, Served with Fresh Baked Corn Bread & Biscuits  
Chef's Selection of Dessert Display

**\$31 per person**

### **The All-American Cookout**

Garden Salad with Ranch and Italian Dressing, Cole Slaw & Red Bliss Potato Salad  
Grilled Angus Burgers, Grilled Marinated Chicken Breast, Baked Beans, Buttered Corn on the Cob,  
Sliced Deli Cheeses, Lettuce, Tomato, Onion & Pickles, Appropriate Condiments, Assorted Buns, Individual  
Bags of Chips, Chef's Selection of Dessert Display

**\$32 per person**

**Add Jumbo Hot Dogs and Homemade Chili for an additional \$4 per person**

### **North Georgian Bar-B-Que**

Specialty Salads to Include: Garden Salad with Ranch and Italian Dressing, Cole Slaw, and Potato Salad  
Pulled BBQ Pork w/ Kaiser Rolls and BBQ Baked Bone-In Chicken  
Corn on the Cob, BBQ Baked Beans, Served with Fresh Baked Corn Bread & Biscuits  
Chef's Selection of Dessert Display

**\$32 per person**

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## Deluxe Dinner Buffets

Buffet includes: Chef's choice of appropriate starch, vegetable, rolls and butter  
Iced Tea and Coffee Service  
Chefs Selection Dessert display

**\$39 per person** For 2 Choices (unless otherwise indicated)

**\$43 per person** for 3 Choices (unless otherwise indicated)

### **Choice of Three of the following Salad Selections:**

Red potato salad  
House garden salad  
Greek salad  
Mixed fruit & berry salad  
Marinated pasta salad  
Caesar salad

Tortellini basil pesto salad  
Coleslaw  
Broccoli salad  
Bay shrimp rotini salad  
Macaroni salad  
Antipasto salad (add \$1.00pp)

### **Choice of Two or Three of the Following Entrée Selections:**

Chicken Marsala with mushrooms  
Chicken Parmesan  
Chicken Cordon Bleu  
Chicken Fettuccini Alfredo  
Embassy stuffed chicken (with champagne sauce)  
Tortellini Prima Vera W/ Pesto Cream Sauce

Vegetable Lasagna  
Atlantic Salmon w Dill Cream Sauce  
Tilapia W/ Fruit Salsa  
Pork loin with Chaucer sauce  
Pot Roast with Vegetables  
Roasted Turkey Breast (with savory stuffing)

### **Choice of One of the Following Carving Stations:**

**1 Culinary Attendant Required at \$75**

Carving stations include appropriate rolls and condiments

Roasted Top Sirloin of Beef  
Roasted Turkey Breast  
Tenderloin of Beef (add \$3.95 per person)

Honey Glazed Ham  
Roasted Loin of Pork  
Prime Rib of Beef (add \$2.00 per person)



**All Menu Items Are Subject To A 22% Service Charge & Current Sales Tax**  
**All menu prices are subject to change and are not guaranteed until (60) sixty days prior to event date.**

## Station Reception

All stations are priced per person based on service for one and a half hours.  
**Minimum of 3 Stations required or Stations can be added to the Dinner Buffet**  
Reception includes Iced Tea, Iced Water, and Coffee Service  
(Minimum 30 People)

### Specialty Sides and Salads

Choice of Three of the Following Sides & Salads:

Caesar salad, parmesan cheese, croutons,  
Caesar dressing

Mixed green garden salad, assorted toppings,  
choice of dressings

Roasted Red Potatoes

Wild Rice

Italian Wedding Soup

Broccoli Salad, with bacon bits, onions,  
peppers, cheese and parmesan peppercorn  
dressing

Waldorf Salad, apple and celery with raisins,  
grapes and sour cream, topped with walnuts

Vegetable Medley

Country Style Green Beans

Tomato Bisque

**\$10 per person**

### Carving Station

Culinary attendant required for each station at \$75 each

**Tenderloin of Beef**  
with Mushroom Bordelaise  
\$11 per person

**Roasted Turkey Breast**  
Served with Aioli Mayonnaise  
\$8 per person

**Roasted Loin of Pork**  
Served with Rolls & Condiments  
\$8 per person

**Prime Rib of Beef**  
Served with Natural Au Jus  
\$10 per person

### South of the Border Station

Make your own Mini-Fajitas with Marinated Chicken and Steak  
sautéed with Onions and Peppers  
Mini Taco Shells with Spicy Taco Meat  
Accompaniments include: shredded cheddar cheese,  
pico de gallo, lettuce, guacamole and sour cream  
Tortilla Chips with Salsa  
**\$12 per person**



### Pasta Station

Culinary Attendant Required at \$75 for every 75 people  
Fettuccini and Tortellini Pasta with Marinara, Alfredo  
and Olive & Garlic Sauces accompanied by Chicken, Sausage,  
Shrimp, Tomatoes, Peppers, Onions, Broccoli and Parmesan Cheese  
Cooked To Order By Our Chefs  
**\$14 per person**



### Seafood Station

Peel & Eat Shrimp, Snow Crab Legs, Lobster Ravioli,  
and Cream Cheese Crab Dip with Crackers  
**\$22 per person**



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## Station Reception Cont'd

All stations are priced per person based on service for one and a half hours.  
**Minimum of 3 Stations required or Stations can be added to the Dinner Buffet**  
Reception includes Iced Tea, Iced Water, and Coffee Service  
(Minimum 30 People)

## Dessert Stations



### **Viennese Station**

An assortment of French Pastries,  
Mini Éclairs, Truffles and Petit Fours  
Freshly Brewed Coffee, and Hot Tea  
Cinnamon, Sugar, Nutmeg, Vanilla  
and Cocoa Powders  
**\$13 per person**



### **Ice Cream Bar**

Vanilla and Chocolate Ice Cream  
Chocolate, Strawberry and Caramel Sauces  
Whipped Cream, Nuts, M&M's, Sprinkles,  
and Maraschino Cherries  
**\$11 per person**



### **Assorted Cakes/Cheesecake Station**

Assortment of Chefs Cakes and Cheesecakes  
to include Death by Chocolate,  
White Chocolate Raspberry,  
Classic Cheesecake,  
Key Lime Pie and More  
**\$11 per person**

All Menu Items Are Subject To A 22% Service Charge & Current Sales Tax  
All menu prices are subject to change and are not guaranteed until (60) sixty days prior to event date.

General Information

09/10

**MENU SELECTIONS & PRICING:** Menu Selections should be submitted to the Catering Office at least (30) thirty days in advance of the planned function to ensure sufficient time to order all food items. Special dietary requirements must be indicated in advance. A customary 22% service charge and applicable sales tax will be added to the bill for all food and beverage charges. **Menu prices/Quotes are subject to change and are not guaranteed until (60) sixty days prior to event date.**

**MEAL GUARANTEES:** A Guaranteed number of guests is required by 12:00 noon, (3) three business days prior to the function date. This guarantee represents your billing minimum and will not be subject to reduction. If guarantee is not received the original count or actual number of guests (whichever is greater) will be charged.

**MEETING ROOMS:** Meeting rooms are assigned based on the type of event and anticipated number of guests attending the function. If attendance increases or decreases, the hotel may change meeting room assignments from their original booking to a room more suitable for attendance and type of function. Any room used for more than (8) eight hours in any one-day is subject to additional room rental. Should your time schedule need to change, please notify the Catering Office and every effort will be made to accommodate a change. Any function assigned to the Atrium area must be completed by 10 p.m.

**SHIPMENTS:** In order to ship materials to the Hotel, please observe the following instructions to ensure proper handling and storage of your materials: Please notify your Conference Services Manager, at least one-week in advance, of the number and sizes of boxes being shipped. Ship all materials to arrive no sooner than 48 hours prior to the event. Please ensure that each box is clearly labeled with the group name, group's on site contact, date of function, and addressed to the attention of your catering contact.

First (5) five boxes are complimentary; any additional boxes will be subject to handling charges.

**FOOD, BEVERAGE / ALCOHOL POLICIES**

Due to current Health Regulations, All food/alcohol served in the hotel must be prepared/served by Embassy Suites Alpharetta Culinary/Bartending Staff. Therefore No Food or Alcohol may be taken off premises after it has been served. Also it is not permissible to bring food or beverage of any kind onto the property without the expressed written permission of Hotel Management. The Hotel must provide all Alcoholic beverages. Georgia Alcoholic Commission requirements will be strictly adhered to.

**\*\*The city of Alpharetta requires that ALL guests (regardless of age) consuming alcohol on property must show proof of age via a valid Drivers License, Passport or State-issued Identification card. \*\***

**DEPOSITS/BILLING/PAYMENTS:** Deposits are required to reserve the date of your function and meeting rooms, and are based in accordance with the terms of the Booking Agreement/Catering Contract/Banquet Event Order (whichever is applicable). For banquet functions, an additional deposit of 50% of estimated total charges will be required (30) thirty days prior to the function date. All deposits will be credited to the final banquet billing. The balance of all estimated charges will be due (5) five business days prior to function, unless direct billing has been arranged. If your guest counts should increase with final count, any Remaining balance will be due at that time.

Corporate accounts may be considered for direct billing privileges. However, credit is not granted for private social functions, political, religious, fraternal or Charitable groups. To establish direct billing and credit with the Hotel, an approved direct bill application must be on file with the Hotel's Accounting office. Applications are available through the Sales and Catering Office.

All private social events must be paid in full a minimum of (5) five business days in advance and must be paid in the form of cash, credit card, or cashier's

Check. Amounts of \$1,000 or more must be made by credit card, cash, cashier's check, or approved direct billing.

**CANCELLATIONS:** Should cancellation of the scheduled function (the entire event or any part thereof) become necessary, the Hotel must receive cancellation notification in writing prior to the cancellation date on the Booking Agreement/Catering Contract/Banquet Event Order (whichever is applicable). All deposits/payments are non-refundable.

**SPECIAL EQUIPMENT AND SERVICES:** Standard color cloths and napkins are provided for an all food functions. Special Engineering Services, Rentals, Audio/Visual Equipment or any other special requests can be arranged with our catering Office at least (2) weeks prior to any function date. Charges for any special services will be quoted through the Catering Office but are subject to change as event numbers or plans change. **Quotes are subject to change and are not guaranteed until (60) sixty days prior to event date.**

**MISCELLANEOUS:** The Hotel does not permit affixing of anything to the walls, ceilings, or floors. The display of any signs, pictures, posters, or boards that or not of professional quality are also prohibited. Balloon decorations are not allowed outside of the meeting rooms.

Reasonable behavior and sound levels are required to allow other guests to enjoy their activities. Sound amplification systems or music in the atrium must meet with the approval of the Hotel. Any functions assigned to the Atrium must conclude by 10:00 p.m. hotel Quiet Hours Begin at 11:00pm all Music in Banquet Rooms must conclude by this time. Please refer to your contract for a complete list of Terms & Conditions.