



**EMBASSY SUITES
HOTEL***

**Alpharetta - Georgia
5955 North Point Parkway
Alpharetta, GA 30022**

***COCKTAIL
AND
DINNER
SERVICE MENU***

General Information

09/09

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 21% 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.

BEVERAGE MENU

Soft Bar Beverages

Maxwell House Coffee, Decaffeinated Coffee, Hot Tea.....	\$34.00 Gallon
	\$11 Pot (8 cups)
	\$5 Per Person (4 hours)
Assorted Juices.....	\$19.00
Carafe Milk.....	\$16.00
Carafe Iced Tea/Lemonade.....	\$21.00 Per Urn (30 cups)
Fruit Punch.....	\$21.00 Per Urn (30 cups)
Soft Drinks.....	\$2.25 Each
Mineral Water/Spring Water.....	\$2.75 Each
Champagne Punch.....	\$48 per Gallon

Bar Choices

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

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

All Menu Items Are Subject To A 21% Service Charge & Current Sales Tax
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OPEN BAR PACKAGE

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

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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

SELECTED WINES MENU

(Priced per bottle, other varieties available on request)

Cabernet

Kendall Jackson,.....\$33.00
Beringer Founder’s Collection.....\$28.00

Chardonnay

Red Belly Black.....\$25.00
Beringer.....\$33.00

Merlot

Beringer Founders Collection.....\$25.00

House Wines

Salmon Creek Chardonnay.....\$28.00
Salmon Creek Cabernet.....\$28.00
Salmon Creek White Zinfandel.....\$28.00

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Hors D'oeuvres

(Prices Based on 50 pieces)

Chicken Fingers with Honey Mustard	\$75.00
Jumbo Chicken Wings with Celery & Bleu Cheese	\$75.00
(1 Flavor Per 50 Pieces)	
FLAVORS: Hot, Med, Mild, Ranch, Lemon Pepper, Teriyaki, or BBQ	
Antipasto Skewers.....	\$75.00
Swedish meatballs	\$95.00
Crab stuffed mushrooms	\$95.00
Mini pizzas	\$95.00
Marinated beef brochettes with peppers and onions	\$115.00
Cocktail Wieners in Puff Pastry.....	\$125.00
Pork Egg Rolls.....	\$125.00
Coconut Shrimp	\$140.00
Mini Crab Cakes.....	\$140.00
Bacon-wrapped shrimp	\$150.00
Assorted Cold Canapés	\$150.00
Iced Shrimp Cocktail	\$185.00
Iced Alaskan Snow Crab Claws	\$195.00

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*

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, Sweet & Unsweet Tea & Water*

Choice of one of the following Desserts:

New York Cheesecake with Raspberry Coulis

Key Lime Pie

Death by Chocolate

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

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 Parmesan

*Breast of Chicken Sautéed with a Sweet Italian
Marinara and Topped with a Mozzarella/Parmesan
Blend*

\$33

Beef Tenderloin Medallions

*Tenderloin of Beef Medallions served
With a Garlic Brandy Sauce*

\$35

Tortellini Prima Vera

*With Spinach, Mushrooms, Sun dried Tomatoes and
Pesto Cream Sauce*

\$29

Chicken and Filet Mignon

*Grilled Boneless Breast of Chicken
And Grilled Petite Filet Mignon*

\$43

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

Filet Mignon

*Broiled Filet Grilled Medium and Served with
Béarnaise Sauce*

\$39

Vegetable Strudel

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

\$29

Grilled Filet of Salmon

*Salmon Filet
Served with a Dill Cream Sauce*

\$36

Pork Loin with Hunter Sauce

*Juicy Pork Loin Roasted and
Served with Tomato/ Bordelaise Sauce*

\$34

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 Maxwell House 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

Hot Mexican Tortilla Soup, Garden Salad With Ranch and Italian Dressing, and Taco Salad
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, butter and 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:

<i>Red potato salad</i>	<i>Tortellini basil pesto salad</i>
<i>House garden salad</i>	<i>Coleslaw</i>
<i>Greek salad</i>	<i>Broccoli salad</i>
<i>Mixed fruit & berry salad</i>	<i>Bay shrimp rotini salad</i>
<i>Marinated pasta salad</i>	<i>Macaroni salad</i>
<i>Caesar salad</i>	<i>Antipasto salad (add \$1.00pp)</i>

Choice of Two or Three of the Following Entrée Selections:

<i>Chicken Marsala with mushrooms</i>	<i>Vegetable Lasagna</i>
<i>Chicken Parmesan</i>	<i>Atlantic Salmon w Dill Cream Sauce</i>
<i>Chicken cordon bleu</i>	<i>Tilapia W/ Fruit Salsa</i>
<i>Chicken fettuccine Alfredo</i>	<i>Pork loin with Chaucer sauce</i>
<i>Embassy stuffed chicken (with champagne sauce)</i>	<i>Pot Roast with Vegetables</i>
<i>Tortellini Prima Vera W/ Pesto Cream Sauce</i>	<i>Roasted Turkey Breast (with savory stuffing)</i>

Choice of One of the Following Carving Stations:

1 Culinary Attendant Required at \$75

Carving stations include appropriate rolls and condiments

<i>Roasted Top Sirloin of Beef</i>	<i>Honey Glazed Ham</i>
<i>Roasted Turkey Breast</i>	<i>Roasted Loin of Pork</i>
<i>Tenderloin of Beef (add \$3.95 per person)</i>	<i>Prime Rib of Beef (add \$2.00 per person)</i>

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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
(Minimum 30 People)*

Side Station

Choice of Three of the Following Sides:

<i>Caesar salad, parmesan cheese, croutons, Caesar dressing</i>	<i>Broccoli Salad, with bacon bits, onions, peppers, cheese and parmesan peppercorn dressing</i>
<i>Mixed green garden salad, assorted toppings, choice of dressings</i>	<i>Waldorf Salad, apple and celery with raisins, grapes and sour cream, topped with walnuts</i>
<i>Roasted Red Potatoes</i>	<i>Vegetable Medley</i>
<i>Wild Rice</i>	<i>Country Style Green Beans</i>
<i>Italian Wedding Soup</i>	<i>Tomato Bisque</i>

\$10 per person

South of the Border Station

*Make your own Mini-Fajitas with Marinated Chicken and Steak sautéed with Onions and Peppers accompanied by mini warm tortillas, pico de gallo, lettuce, and sour cream
Vegetable Quesadilla Hors D'oeuvres
Tortilla Chips with Three Choices of Dip – Salsa, Queso, and Guacamole*

\$13 per person

Pub Station

*Chicken Fingers with Honey Mustard Dipping Sauce
Jumbo Chicken Wings with Celery, Carrots and Bleu Cheese Dressing
Potato Skins with Cheese, Bacon Bits, Chives and Sour Cream
Spinach Artichoke Dip with Pita Chips*

\$13 per person

Pasta Station

*Culinary Attendant Required at \$75
An additional chef is required with more than 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
(Minimum 30 People)*

Carving Station

Culinary attendant required for each station at \$75 each

Tenderloin of Beef

*Bordelaise
\$315.00 (serves 25 people)*

Roasted Strip loin of Beef

*Served with Rolls & Condiments
\$275 (serves 25 people)*

with Mushroom

Roasted Turkey Breast

*Served with Aioli Mayonnaise
\$185 (serves 25 people)*

Honey-Mustard Glazed Ham

*Basted with Honey Mustard Glaze
\$225 (serves 40 people)*

Prime Rib of Beef

*Served with Natural Au Jus
\$395 (serves 50 people)*

Roasted Loin of Pork

*Served with Rolls & Condiments
\$175 (serves 25 people)*

Dessert Stations

Viennese Station

*An assortment of French Pastries, Mini Éclairs, Truffles and Petit Fours
Freshly Brewed Coffee, Decaffeinated 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*

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