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Annapolis



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Welcome to a Refreshing Approach to Events

Whether you're organizing a business meeting or planning a special occasion for friends and family, no hotel makes it easier or more convenient to get things done on your terms than the Courtyard by Marriott. With flexible meeting spaces, fresh and innovative catering, and state-of-the-art audio-visual services, you can count on having all of the choices and options to make the most of your event. You can also count on our dedicated staff of hospitality professionals to take care of the details from start to finish.

We have enclosed sample menus, pricing and space plans to help you get started. If you are looking for something special, please do not hesitate to ask. Our team will do everything to help you design an event that exceeds your attendees' expectations.

Looking forward to serving you soon,

The Courtyard Events Team

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breakfast

Continental Breakfast | \$9.95

- Blueberry muffins
- Sliced bagels, plain, sesame
- Butter and cream cheese
- Preserves
- Whole fruit
- Orange and apple juice
- Coffee and tea service

Hot Breakfast | \$14.95

- Blueberry Muffins
- Sliced Bagels, Plain and Cinnamon Raisin
- Butter, Cream Cheese and Preserves
- Whole Fruits
- 3 Kellogg's Cereals with Cold Milk
- Scrambled Eggs
- Breakfast Potatoes
- Bacon
- Cold Milk, Low Fat and Skim
- Chilled Orange Juice
- Chilled Apple Juice
- Coffee and Tea Service

Add On's | +\$2.00

- Starbucks Coffee



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lunch

Bistro Choice | \$16.95

Choose one item from each section. Menus will be provided to guests in the morning and picked up two hours prior to lunch. For groups of 20 people or less.

Entree Selections:

Roast Turkey BLT, sourdough, low fat mayo

Chunk White Tuna, whole grain, low fat mayo

Caesar Wrap, grilled chicken

Cheddar French Dip, roast beef, sharp cheddar, au jus

Ranch Salad, bacon, tomato, cheddar, grilled chicken, ranch dressing

Half Turkey Sandwich & cup of broccoli cheddar soup

Soup & Salad - small ranch salad & mug of broccoli cheddar soup

Side Items: Potato Chips or Fresh Cut Fruit

Dessert Items: Turtle Nut Brownies, Cookies or Lemon Pound Cake

Beverages: Pepsi Soft Drinks, Bottled Water, or Iced Tea



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lunch

Bistro Market | \$17.95

Garden Greens with red wine vinaigrette and ranch dressing croutons, tomatoes, and shredded parmesan

Tuna Salad on whole grain

Roast Turkey BLT on toasted sourdough

Caesar Wrap with grilled chicken

Creamy Coleslaw

Kettle Chips (individual bags)

Pickles, Mustard, Mayonnaise, Ketchup

Turtle Nut Brownies, Cookies or
Lemon Pound Cake

Pepsi Soft Drinks, Bottled Water, and Iced Tea



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lunch

Add On's

Caesar Salad with croutons and parmesan cheese +1.00

Broccoli Cheddar Soup +2.00

Seasonal Soup +2.50

Hummus with celery sticks and pita chips +1.00

Grilled Chicken and green chile quesadilla with salsa and sour cream +1.00

Tortilla Chips with salsa and sour cream +1.00



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breaks

Coffee and Tea Service | \$3.50

Coffee, Tea and Beverage Service | \$5.00
Coffee and Tea Service, Pepsi Soft Drinks, Iced
Tea, and Bottled Water

Refreshment Break | \$7.00

Whole Fruits

Cookies

Pepsi Soft Drinks, Iced Tea, and Bottled Water

Coffee and Tea Service

Add On's

Starbucks® Coffee +\$2.00

Energy Bars +\$2.50

Energy Drinks +\$3.50

Granola Bars +\$2.50

Brownies or Lemon Pound Cake +\$2.50

Roasted Nuts (individual bags) +\$2.00



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COURTYARD®
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technology

Complimentary Items:
4'x4' screen, podium, projection stand, display table, and internet access.

Flipchart with Paper and Pens | \$25/per day

TV/DVD/VCR | \$200/per day

Overhead Projector | \$45/per day

LCD Projector | \$350/per day

Speakerphone | \$75/per day



considerations

general information and policies

menu pricing is subject to change. food and beverage menu prices are per person unless otherwise noted. printed menus are for general reference; our staff is happy to customize menus to meet your specific needs.

all meeting room, food and beverage and relative services are subject to 6% state sales tax and 22% services charge. lunch options are served in the Courtyard Cafe outside of the meeting room.

audio/visual equipment is contracted with an outside vendor and therefore we require 48 hour advance notice for all rentals.

guarantees

please confirm guaranteed number of attendees 3 business days prior to your event.

the expected number will act as the final guarantee number if the guarantee number is not received.

shipping

if shipping materials to the hotel, please include the company/group name, event manager and date of meeting on the outside of the package. the hotel cannot assume responsibility for the damage or loss of merchandise sent for storage.