

events by Renaissance



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breaks



lunch



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dinner



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crafted for you

Renaissance Charleston Hotel Historic District

68 Wentworth Street | Charleston | SC 29401

renaissancecharlestonhotel.com

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843.534.0300 | www.renaissancecharlestonhotel.com

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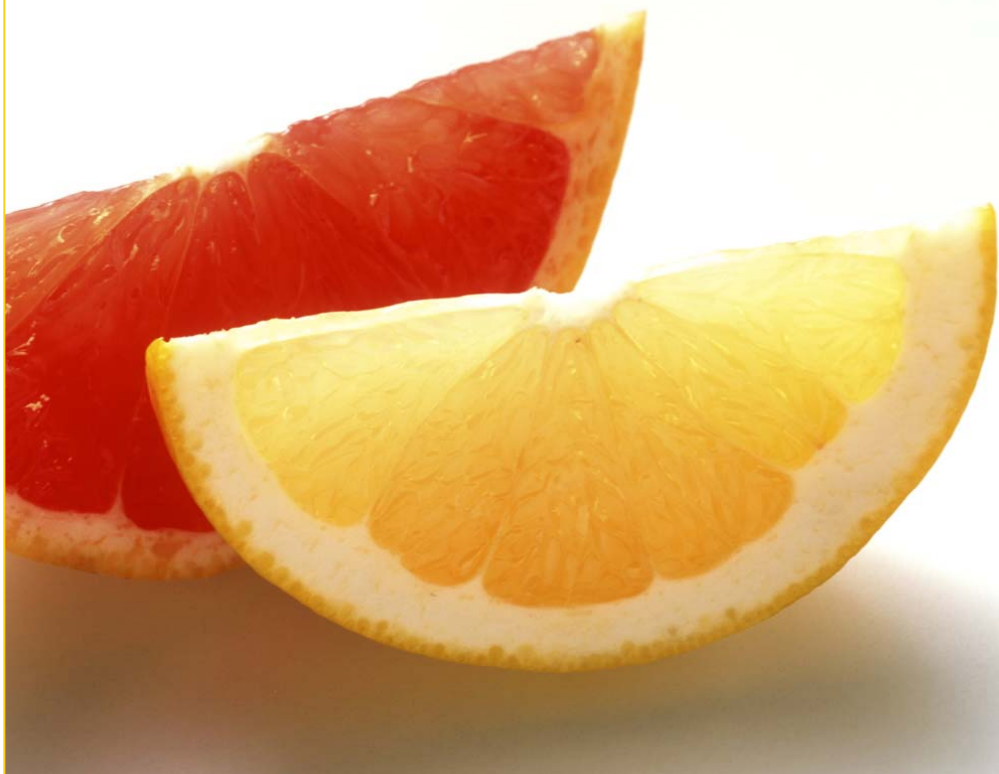
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SEASON

cereal bar

we proudly brew Starbucks coffee

crabcake benedict

pastries

breakfast on the go

yogurt

sausage gravy

> plated > buffet



continental breakfast

classic | \$17

your choice of three juices:

orange, apple, cranberry, grapefruit,

V8, pineapple, or tomato

sliced seasonal fruits

muffins, breakfast breads, danish

fruit yogurts

we proudly brew Starbucks coffee and
Tazo teas

enhancements | \$5

egg and bacon sandwiches

sausage biscuit sandwiches

ham and cheese croissants

French toast

*omelet station

*waffle station

*\$75 attendant fee (2 hours, each additional
hour \$35)

continental and quick breakfasts

bagel bar | \$17

your choice of three juices:

orange, apple, cranberry, grapefruit, V8,
pineapple, or tomato

assorted bagels

variety of flavored cream cheeses

smoked salmon

hard-boiled eggs, tomatoes, onions

peanut butter

we proudly brew Starbucks coffee and Tazo
teas

balanced breakfast | \$18

your choice of three juices:

orange, apple, cranberry, grapefruit, V8,
pineapple, or tomato

your choice of sandwich:

ham and cheese croissant, sausage biscuit,
or egg and bacon on an English muffin

seasonal whole fruit

hashbrown patty

we proudly brew Starbucks coffee and
Tazo teas



cereal bar | \$17

assorted boxed cereals

granola and organic muesli

skim, 2%, whole, and soy milks

sliced strawberries and bananas

golden raisins, dried cranberries, and
dried apricots

cinnamon oatmeal

we proudly brew Starbucks coffee and
Tazo teas

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continental breakfast

deluxe | \$22

your choice of three juices:

orange, apple, cranberry, grapefruit, V8, pineapple, or tomato

sliced seasonal fruits

assorted cold cereals with milk

muffins, breakfast breads, danish

bagels and flavored cream cheeses

fruit yogurts

we proudly brew Starbucks coffee and Tazo teas

enhancements | \$5

smoked salmon and accompaniments

buttermilk pancakes

cheese blintz with berry coulis

*omelet station

*fresh waffle station

*\$75 attendant fee (for 2 hours, each additional hour is \$35)

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Charleston sunrise

buffet | \$25

sliced seasonal fruits

scrambled eggs

maple pepper bacon

link sausage

muffins, breakfast breads, danish

we proudly brew Starbucks
coffee and Tazo teas

choice of one starch

home fries

hashbrowns

hashbrown patty

white cheddar grits

roasted red bliss potatoes

choice of three juices

orange

apple

cranberry

grapefruit

V8

pineapple

tomato

enhancements | \$3

fruit yogurts

bagels and flavored cream cheeses

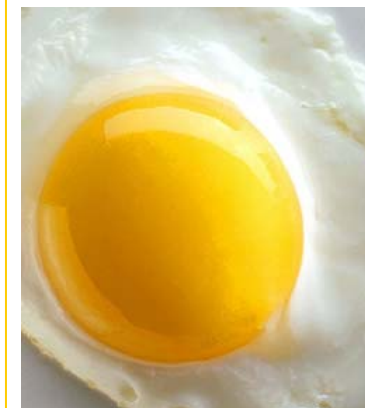
granola or muesli with milk

fruit smoothies

cereal bars

assorted cereals with milk

cinnamon oatmeal



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plated breakfasts

the all American | \$16

scrambled eggs

maple pepper bacon

perennial favorite | \$16

French toast

with pure maple syrup

sugar-free syrup available

southern classic | \$17

sausage gravy

over buttermilk biscuits

chef's special | \$28

jumbo lump crabcakes,

poached eggs, Canadian bacon,

and hollandaise

included

choice of starch:

home fries

hashbrowns

hashbrown patty

roasted red bliss potatoes

white cheddar grits

orange juice

muffins, breakfast breads, danish

we proudly brew Starbucks coffee
and Tazo teas



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breakfast on the go

box breakfast | \$19

Includes

seasonal whole fruit

nutri-grain cereal bar

yogurt

juice station with to-go cups

individual silverware

we proudly brew Starbucks
coffee and Tazo teas

choice of:

danish and breakfast bread

bagel with cream cheese

two muffins

choice of three juices:

orange

apple

cranberry

grapefruit

V8

pineapple

tomato



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DELIGHT

- muffins
- juices
- nuts
- popcorn
- pretzels
- cakes
- soda
- cappuccino

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> am - morning

> pm - afternoon

healthy start

am | \$8

assorted whole fruit

mixed nuts

strawberry and banana

smoothie shooters

{carb conscious, low cholesterol, low fat}

tropical breeze

am | \$11

fresh fruit kabobs with yogurt dip

coconut macaroons

chocolate covered bananas

beverage enhancements

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each

Red Bull | \$6 each

assorted juices | \$3 per person

lemonade | \$35 per gallon

iced tea | \$35 per gallon

we proudly brew Starbucks coffee
and Tazo teas | \$46 per gallon

other enhancements

hand-dipped chocolate covered
strawberries | \$17 per dozen

assortment of candy bars | \$2 each

variety of cookies | \$29 per dozen

danish, muffins, croissants | \$25 per
dozen

yogurt and granola trifles | \$5 per
guest

ice cream bars | \$3 each



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> am - morning

> pm - afternoon

chocolate supreme

pm | \$14

variety of cookies

double-fudge brownies

assorted chocolate truffles

chocolate covered pretzels

2% and skim milk

soy milk available upon request

other beverages | \$4 each

bottled water

Gatorade

Frappucinos

sodas | \$3 each

Yoo-hoos

Hawaiian punch

assorted Pepsi products

enhancements

Red Bull | \$6 each

candy bars | \$2 each

ice cream bars | \$3 each

mixed nuts | \$36 per pound



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> am - morning

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afternoon siesta

pm | \$14

crispy corn tortilla chips

salsa, guacamole, sour cream, pickled jalapenos

chili con queso

cinnamon churros

Jumex juice



the matinee

pm | \$14

assorted mini candy bars

buttery popcorn

Mike N' Ikes

Reese's pieces

non-pareils

Goobers

beverage enhancements

assorted Pepsi Products | \$3 each

bottled waters | \$4 each

root beer | \$3 each

Red Bull | \$6 each

Gatorade | \$4 each

iced tea | \$35 per gallon

we proudly brew Starbucks coffee
and Tazo teas | \$46 per gallon

other enhancements

variety of cookies | \$29 per dozen

ice cream bars | \$3 each

assortment of candy bars | \$2
each

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chocolate fondue

pm | \$13

(minimum 20 guests)

pound cake

pineapple

strawberries

pretzels

marshmallows

enhancements

Oreos | \$1 per person

2% and skim milk | \$1 each

Yoo-Hoos | \$2 each

Frappucinos | \$4 each

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each

Red Bull | \$6 each

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ESSENCE

fruit salad

shrimp n' grits

lasagna

fried chicken

pecan pie

Gatorade

taco salad

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There is a \$75 labor fee for buffets under the minimum of 20 guests.

lowcountry luncheon

buffet | \$36

iceberg wedge salad

mustard pulled pork barbecue

shrimp n' grits with tasso gravy

collard greens

macaroni and cheese

biscuits and cornbread

key lime pie and pecan pie

unsweetened iced tea and water

enhancements

devilled egg salad | \$2 per person

fried chicken | \$5 per person

fried green tomatoes | \$3 per person

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each

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broad street deli

buffet | \$34

mixed green salad

sliced turkey, ham, roast beef

cheddar, swiss, provolone

lettuce, pickles, tomatoes

sandwich breads

potato chips

cheesecake and chocolate cake

unsweetened iced tea and water

enhancements

coleslaw | \$2 per person

whole fruit | \$1 per person

baked potato bar | \$4 per person

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each

a taste of Italy

buffet | \$35

romaine and pancetta salad

Tuscan lasagna

chicken marsala with mushrooms
and mashed potatoes

rigatoni with creamy pesto

garlic bread

tiramisu and cannoli

unsweetened iced tea and water

enhancements

tomato salad | \$3 per person
with fresh mozzarella and basil

minestrone | \$2 per person

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each



There is a \$75 labor fee for buffets under the minimum of 20 guests.

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backyard barbecue

buffet | \$37

fruit salad

pasta salad

caesar salad

potato chips

charbroiled hamburgers

all beef hotdogs

lettuce, tomato, onions

appropriate condiments

cookies and brownies

unsweetened iced tea and water

enhancements

lemonade | \$35 per gallon

assorted Pepsi products | \$3 each

bottled water | \$4 each

grill attendant | \$75

the southern belle

buffet | \$37

mixed green salad

potato salad

corn on the cob

stewed green beans

fried chicken

fried catfish

hushpuppies

apple pie and blueberry pie

unsweetened iced tea and water

enhancements

sweet potato fries | \$2 per person

assorted Pepsi products | \$3 each

bottled water | \$4 each

Gatorade | \$4 each



There is a \$75 labor fee for buffets under the minimum of 20 guests.

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plated lunches

all entrée prices include:

choice of one starter

fresh baked bread service

unsweetened iced tea and water



starters

lobster bisque

gazpacho

fresh sliced fruits

wedge of iceberg salad

field green salad

crabcake (add \$7)

desserts | \$6

cheesecake

pecan pie

key lime pie

warm chocolate cake

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entrées

blackened chicken caesar | \$21

Asian shrimp salad | \$27
soy ginger vinaigrette, carrots, sesame seeds

Mexicali taco salad | \$23
ground beef, salsa, cheddar, field greens in a crispy tortilla shell

chef salad | \$20
turkey, ham, hard-boiled egg, cheddar, cucumbers, grape tomatoes

lemon roasted chicken | \$25
seasonal vegetable, mushroom jus
{low fat, carb conscious, low cholesterol}

grilled petite filet | \$35
with garlic whipped potatoes and herbed demi-grace

rigatoni with Italian sausage | \$25
spinach, parmesan, and tomatoes

seasonal vegetable risotto | \$22

lunch shrimp and grits | \$20
jumbo shrimp simmered in a tasso gravy, over white cheddar grits

blue plate meatloaf | \$27
served with mashed potatoes and fried okra

cornbread fried chicken | \$28
served with mac n' cheese, seasonal vegetable

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lunch

box | \$19

includes

seasonal whole fruit

choice of sandwich

choice of snack

choice of dessert

individual condiments and silverware



choice of sandwich

turkey and swiss on a bun

roast beef with boursin on a hoagie roll

ham and cheddar on rye

grilled vegetable sandwich

chicken caesar wrap (add \$2)

choice of snack

potato chips

pasta salad

pretzels

cracker jacks

choice of dessert

fresh baked cookies

candy bar

fresh fruit salad

apple pie

enhancements

side salad | \$3 each

assorted Pepsi products | \$3 each

bottled waters | \$4 each

Gatorade | \$4 each

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a la lunch

(for parties of 20 or less)

appetizers

soup du jour | \$5

jumbo lump crabcake | \$15

iceberg wedge salad | \$7

market fresh salad | \$6

fried green tomato napoleon | \$9

appetizers

served with hand-cut fries

turkey blt with lemon pepper mayo | \$10

angus burger with selection of cheese | \$12

lemon chicken sandwich | \$10

entrées

rigatoni with sausage and spinach | \$16

lemon roasted chicken, mushroom jus | \$16

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- crabcakes
- kool-aid pickles
- mini pizzas
- yakitori
- artisan cheeses
- lobster hushpuppies
- devilled eggs
- crayfish corn dogs

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[hors d'oeuvre silver level](#) | \$36 per dozen

Kool-aid pickles or okra

sliced strawberries with boursin cheese and pepper

three cheese arancini (deep fried risotto balls)

tomato mozzarella lollipops

Cajun devilled eggs

gazpacho shooters

andouille slice with housemade honey-bourbon mustard

fried tortellini with bolognese dipping sauce

[hors d'oeuvre gold level](#) | \$44 per dozen

spanakopita (spinach and feta in phyllo)

ahi tuna with seaweed salad on a wonton

yakitori (teriyaki chicken skewers)

mushrooms stuffed with Italian sausage, spinach, and Boursin cheese

crayfish corn dogs

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hors d'oeuvre platinum level | \$54 per dozen

jumbo shrimp cocktail

{carb conscious, low fat, low cholesterol}

mini crabcakes with lobster butter

bacon-wrapped scallops

lobster hushpuppies with roasted garlic aioli

bulgogi (sesame Korean barbecued beef skewers)



petite pizzas | \$44 per dozen

three cheese

pepperoni

roasted vegetable

bbq chicken

ham and pineapple

sweet treats | \$46 per dozen

assorted mini cakes

assorted mini cheesecakes

coconut macaroons

chocolate truffles

glazed donut ice cream scoop on a coffee cookie

peanut butter cheesecake ice cream on a chocolate graham cracker crust

> [hors d'oeuvre](#) > [station](#) > [themed](#)



Reception displays

Vegetable crudités | \$7 per person
served with blue cheese dressing and hummus

Imported and artisan cheese | \$9 per person
served with crackers, flatbread, and grissini

Seasonal fruit display | \$6 per person
served with yogurt dip

Warm crab and artichoke dip | \$7 per person
served with toast points, flatbread, and grilled pita

Cured meat display | \$9 per person
Spanish chorizo, sopresseta, prosciutto, and grilled
andouille served with housemade mustards

Baby baked potato bar | \$7 per person
baked red bliss with cheddar, bacon, butter, sour
cream, green onions

Chocolate fondue station | \$12 per person
pineapple, marshmallows, strawberries, pretzels,
and pound cake

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action stations

chef attendant fee | \$75 first two hours*

pasta | \$15

cheese tortellini and rigatoni

tossed to order

with alfredo and marinara sauces

served with garlic bread and grissini breadsticks

{whole wheat penne can be substituted for rigatoni for carb conscious guests}

salad bar | \$17

romaine and mesclun lettuce

grilled chicken

variety of toppings to include: croutons, cheese, cucumbers, tomatoes, carrots

variety of dressings

tossed to order

*each additional hour is \$38 an hour



shrimp n' grits | \$18

seared shrimp

with cajun-cured tasso ham

in a pan gravy

served over white cheddar grits

stir fry | \$18

shrimp, chicken

and oriental vegetables

stir-fried and served with rice

{low fat, low cholesterol}

{brown rice can be substituted for carb conscious guests}

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carving stations

attendant fee | \$75 for two hours*

top round of beef | \$8 per person

garlic and herb rubbed

served with au jus and creamy horseradish

accompanied by appropriate breads and rolls

prime rib of beef | \$16 per person

slow roasted

served with au jus, prepared horseradish, and roasted garlic aioli

accompanied by appropriate breads and rolls

smoked ham | \$7 per person

coca-cola glazed

served with a variety of housemade mustards and herbed mayonnaise

accompanied by rolls and fresh baked biscuits

roasted pork loin | \$7 per person

maple syrup glazed

served with housemade cranberry chutney and honey-bourbon mustard

accompanied by appropriate breads and rolls



*each additional hour is \$38 an hour

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snacks

served by the pound, approximately 15 guests

potato chips | \$18

tortilla chips | \$18

pretzels | \$18

mixed nuts | \$40

spicy party mix | \$22

dips

served by the bowl, approximately 15 guests

guacamole | \$22

salsa | \$22

chili con queso | \$28

blue cheese dip | \$28

herbed ranch | \$18

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FLAVOR

wedge of iceberg

tiramisu

fried catfish

seafood pirlau

crabcake

collard greens

NY strip

fried green tomatoes

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plated dinner

all entrée prices include

choice of one starter,

choice of one salad,

choice of one dessert

bread service

unsweetened iced tea and water



first course

potato leek soup

roasted tomato soup

seasonal soup

fried green tomatoes with red rice risotto

crabcake on spinach salad (add \$7)

second course

caesar salad

wedge of iceberg salad
roasted grape tomatoes, blue cheese

field green salad
toasted almonds, strawberries, chocolate goat cheese

Asian salad
sesame seeds, fried wontons, sesame-ginger vinaigrette

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Entrée selections

Multiple entrée selections will result in the price of the highest selection

Cornbread fried chicken | \$44

spicy Dutch edam mac n' cheese, seasonal vegetable

Grilled filet mignon | \$52

roasted garlic mashed potatoes with a wild mushroom demi-glace

Seafood pirlau | \$52

the lowcountry paella with shrimp, scallops, and fresh fish

Seared NY strip | \$54

hoppin' john with seasonal vegetable

Seared salmon | \$48

herbed polenta and grilled vegetables

Lemon roasted chicken | \$47

seasonal vegetable and mushroom jus

Shrimp and grits | \$48

jumbo shrimp in a tasso ham gravy over white cheddar grits

Seasonal vegetable risotto | \$40

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desserts

Included in menu price for plated dinners

cheesecake

key lime pie

pecan pie

warm chocolate cake

apple pie

tiramisu

mixed fruit bowl

{carb conscious, low cholesterol, low fat}

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the wentworth grille

buffet | \$58

tomato, onion, and cucumber salad

caesar salad

grilled chicken breast
with rosemary demi-glace
{low fat, low cholesterol}

seared salmon with roasted pineapple
{carb conscious}

grilled NY strip with portabellas and
onions

vegetable medley

potato wedges

cheesecake

chocolate cake

fresh baked rolls

preset water and unsweetened iced
tea



enhancements

she-crab soup | \$3 per person

assorted Pepsi products | \$3 per person

bottled water | \$4 per person

we proudly brew Starbucks coffee and Tazo
Teas | \$46 gallon

There is a \$75 labor fee for
buffets under the minimum
of 20 guests.

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lowcountry

buffet | \$52

frogmore stew

Charleston antipasto platter with pickled okra, green tomatoes, and asparagus, and wedge of iceberg salad

shrimp and grits with tasso gravy

barbecue glazed chicken
{low fat, carb conscious, low cholesterol}

fried catfish and hushpuppies

collards and hoppin' john

pecan pie and key lime pie

fresh baked rolls

preset water and unsweetened iced tea

enhancements

macaroni and cheese | \$3 per person

fried okra | \$2 per person

we proudly brew Starbucks coffee and Tazo teas | \$46 per gallon

Mediterranean

buffet | \$52

pita with hummus and tapenade

tomato and mozzarella salad

field green salad
{low fat, carb conscious, low cholesterol}

pesto-seared chicken
over sundried tomato risotto

Italian sausage with roasted peppers
and penne in a creamy tomato
sauce

grilled vegetables

tiramisu and cannoli

fresh baked rolls

preset water and unsweetened iced tea

enhancements

Mediterranean soup | \$3 per person

Baba ghanoush | \$4 per person

We proudly brew Starbucks coffee and Tazo teas | \$46 per person



There is a \$75 labor fee for buffets under the minimum of 20 guests.

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Special dietary requirements are always accommodated. Please let us know prior to the event.

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a la carte

for parties of 20 or less

first course

soup of the day | \$5

fried green tomato napoleon | \$8
with red rice risotto

field green salad | \$6
toasted almonds, strawberries, chocolate goat cheese

crabcake appetizer | \$15
over warm spinach salad

shrimp cocktail | \$13
with duo of dipping sauces

entrées

cornbread fried chicken | \$22
with spicy Dutch edam mac n' cheese

grilled beef tenderloin | \$27
atop roasted garlic potatoes with wild mushrooms

grilled fish of the day | market price
wild rice, succotash, beurre blanc

crabcake entrée | \$29
over warm spinach salad with lobster butter

shrimp and grits | \$23
with tasso ham gravy

Renaissance Charleston Hotel Historic District

68 Wentworth Street | Charleston | SC 29401

843.534.0300 | www.renaissancecharlestonhotel.com

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red wines

priced by the bottle

Ravenswood Zinfandel	30
BV Coastal Merlot	30
Columbia Crest Merlot	40
Clos Du Bois Merlot	48
BV Coastal Cabernet Sauvignon	30
Aquinas Cabernet Sauvignon	40
Estancia Cabernet Sauvignon	48

white wines and champagne

Priced by the bottle

Beringer Select White Zinfandel	25
Chateau Ste Michelle Riesling	30
BV Coastal Chardonnay	30
Columbia Crest Chardonnay	40
Clos Du Bois Chardonnay	46
Moet & Chandon "White Star"	60
Segura Viudas "Aria" Estate Brut	30

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beer

domestic and imported | \$5

cocktails

house premium brand | \$6.50

top shelf brand | \$7.50

cordials priced individually

wine

premium glass selection | \$7 per glass

Special selection | \$8 per glass

sponsored hourly bars

full bar with premium brands

1st hour \$14 per person

each additional \$8 per person

full bar with top shelf brands

1st hour \$17 per person

each additional \$10 per person

cash bar

by the drink

(prices include applicable F & B tax)

beer

domestic and imported | \$5

cocktails

house premium brands | \$6.50

top shelf brands | \$7.50

cordials priced individually

wine

premium selection | \$7 per glass

special selection | \$8 per glass

bartender fee \$65 each (up to 3 hours)

each additional hour \$20

cashiers flat fee \$65

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cocktails

[house premium](#) | \$6.50

Canadian Club Blended Whiskey

Maker's Mark Bourbon

Smirnoff Vodka

Bacardi Light Rum

J & B scotch

Beefeater Gin

Sauza Gold Tequila

Christian Brothers Brandy

[top shelf](#) | \$7.50

Crown Royal Blended Whiskey

Jack Daniels Black Label Bourbon

Absolut Vodka

Captain Morgan's Spiced Rum

Chivas Regal Scotch

Tanqueray Gin

Jose Cuervo Gold Tequila

Hennessy VSOP Cognac

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cocktails

cordials

Kahlua

Grand Marnier

Bailey's Irish Cream

Amaretto di Saronno

Courvoisier VSOP

specialty stations

champagne punch | \$120 per gallon

bloody marys | \$100 per gallon

non-alcoholic fruit punch | \$45 per gallon

sherbet fruit punch | \$70 per gallon

mimosas | \$120 per gallon

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SMART

granola

brown rice

yogurt

whole wheat penne

gorp

bagel bar

vegetables

grilled salmon



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breakfast

buffet | \$23

dry cereals with milk and strawberries

granola and organic muesli

fruit yogurts

assorted whole seasonal fruits

nutri-grain bars

assorted fruit juices



off on the right foot | \$9

strawberry and banana smoothies

nutri-grain bars

mixed nuts

assorted whole fruit

afternoon recharge | \$13

housemade gorp

yogurt covered raisins

mini pretzels

whole fruit

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lunch

plated | \$24

first course

field green salad

with toasted almonds

dried cranberries

strawberry-balsamic vinaigrette

entrée

whole wheat penne rigate

tossed in roasted garlic oil

with spinach

and seasonal vegetables

buffet | \$36

whole wheat pasta salad

field green salad

grilled chicken with vegetables

teriyaki-glazed salmon with
brown rice

sun chips

seasonal fruit display with yogurt
dip

whole grain rolls

preset unsweetened iced tea
and water



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dinner

plated | \$35

first course

mixed vegetable soup

second course

spinach salad

sundried tomatoes

vidalia onions

herb-oil vinaigrette

entrée

grilled salmon

with roasted potatoes

and grilled vegetables

buffet | \$50

gazpacho shooters

field green salad

pickled vegetable salad

whole wheat penne primavera

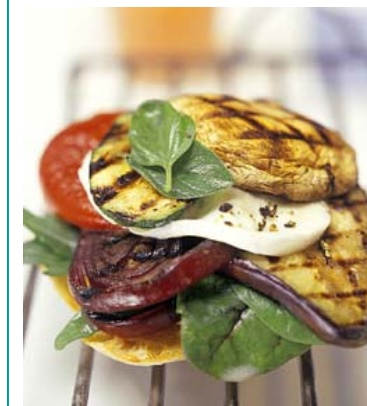
pork loin with roasted potatoes

grilled chicken with ratatouille

mixed fruit bowl

whole grain rolls

present unsweetened iced tea
and water



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FLAWLESS

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action

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TECHNOLOGY info

equipment

data/video projection

LCD data projector | \$350
{SVGA}

Sony 200 data projector | \$950

Marquee 8500 data projector | \$950

includes projection cart and all AC
cords safely taped.

screen additional

high speed internet access

connection fee | \$50

daily user fee | \$100



overhead projectors

overhead package | \$75

hi-intensity overhead projector | \$75

package includes spare lamp changer, roll-around carts, and all AC extension cords safely taped.

screen additional.

video VCR/monitor

VHS 1/2" package | \$75

DVD package | \$125

package includes a roll-around 54" projection cart, a full-function color video monitor/receiver with cable connections and AC cords safely taped.

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TECHNOLOGY info



telephones

DID telephone (own 10 digit #) | \$100

local/long distance line | \$50

speakerphone | \$60

teleconference phone | \$110

microphones

standing lectern microphone | \$25

wired lavalier microphone | \$35

wireless microphone | \$150
(hand or lavalier)

podiums

exec style standing podium | \$50

exec style tabletop podium | \$30

screens

6' by 8' tripod screen | \$60

8' by 8' tripod screen | \$70

accessories

laser pointer | \$40

flipchart with two markers | \$35

3M post-it flipchart package | \$50

flipchart stand | \$20

a-frame easel | \$10

skirted table with power strip | \$20

extension cord and power strip | \$15

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Billing

Proper credit information must be established prior to the function. The hotel reserves the right to request all or part of the bill prior to the function. Payment of the total balance due should be made upon receipt of the invoice. Additional information will be stated in the Group Sales and Catering Agreement.

Decorations

Arrangements may be made through the hotel for the purchase of fresh cut flowers and distinctive centerpieces. If you would like these special decorations, we would be delighted to recommend companies with whom these arrangements may be made. A list of suggested entertainment is available through the Catering Department.

Audio Visual Equipment

We will be happy to arrange all audio-visual requirements for your function. Audio-visual engineers, qualified lighting operators, and extensive audio-visual set-up can be arranged through our catering department.

Cancellations

Cancellations may be made within a reasonable time frame as indicated on the Sales Contract. A service charge will be applied if a cancellation is made after the cut-off date. If a group finds it necessary to cancel a function, expenses incurred by the hotel in preparation for the function become the responsibility of the patron. If, at time of cancellation, you commit to reserving a function at our hotel of similar value, we may credit your function account with a portion of the assessed fee.

Function Rooms

The number of people attending and the assigned room set-up indicated assigns function rooms. Room rental charges are based on your program as outlined in the contract. Should your requirements or size of group change, additional room rental charges may apply. **We reserve the right to make room changes in the event that the original function room becomes unavailable for reasons or causes beyond our control or if your anticipated attendance increases or decreases significantly.** The function time on the event orders is the time that the room will be reserved for your use. Late checkout charges may apply if you do not vacate the room at the time specified.

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Beverage Service

We offer a complete selection of beverages to complement your function. Because the State Control Board regulates alcoholic beverage sales and services, the hotel as a licensee, is responsible for administration of these regulations. Therefore, it is a state policy that no beer, wine or liquor may be brought into the hotel from outside sources. All dispensing of alcoholic beverages must be done by hotel employees and consumed on the premises of the hotel.

Food Service

The hotel is responsible for the quality and freshness of the food served to its guests. Due to current health regulations, food may not be taken off the premises after it has been prepared and served to guests. In addition, no food may be brought into the hotel by an outside vendor.

Directional Signs

The hotel agrees to provide directional signs as well as meeting room identification for its clients. Flipchart signs are not permitted in any public area. The hotel's Catering Department must approve any printed sign that the client wishes to display.

Banners/Display Items

Banners or display items may not be affixed to any stationary wall, floor, or ceiling with nails, staples, or tape, unless approved by the Catering Department. Any damage that is incurred by using the following items will be charged to the client's account. We must receive notice at least 24 hours prior to the function for the hanging of banners

Security

The hotel shall not assume responsibility for the damage or loss of any merchandise or articles brought into the hotel. Arrangements may be made for the security of exhibits, merchandise, or articles set up for display prior to the planned event by contacting the Catering Department. The Renaissance Charleston Hotel cannot be held responsible for items left unattended in a function room.

Property Damage

The client is responsible for any damage to the property by the client's guests, attendees, employees, independent contractors or other agents under the client's control.

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Banquet Menus

Banquet menus, room arrangements, and other details pertinent to your function should be submitted to the Catering Department at least two weeks prior to your function. Our Catering Department will be delighted to assist in selecting the proper menu items and arrangements to ensure a successful function. Specialty and theme menus will be designed to meet your particular needs upon request.

Guarantees

A final guaranteed number for all food and beverage functions is required to be made three business days prior to the function by 12 noon. If we do not receive a number from you, your organization will be charged the number of persons on the event order. We will be prepared to set 3% over the guaranteed number. You will be charged for the guaranteed

number of attendees or the exact number served, whichever is greater.

Prices

Prices quoted do not include the 22% service charge nor the South Carolina sales tax, and in Charleston County the sales tax is on the service charge as well. **Prices are subject to change without notice.** Guaranteed prices will not be given more than 90 days prior to any function. **There is an additional surcharge for lunch and dinner buffets that fail to meet the minimum number of 20 guests.** This is to cover the labor required to serve your function. These charges will be discussed with you at the time that your function is being planned.

Shipping and Receiving

Packages for meetings may be delivered to the hotel two working days prior to the meeting date with notification and approval from the Catering Department. Packages that arrive more than two working days prior to your meeting cannot be accepted due to storage limitations. The following should be included on all packages:

HOTEL ADDRESS

GROUP NAME

DATE OF FUNCTION

NAME OF INTENDED RECIPIENT

(NOT THE HOTEL SALES CONTACT)