



© 2009, Marriott International. All Rights Reserved.

Columbia

fresh



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.

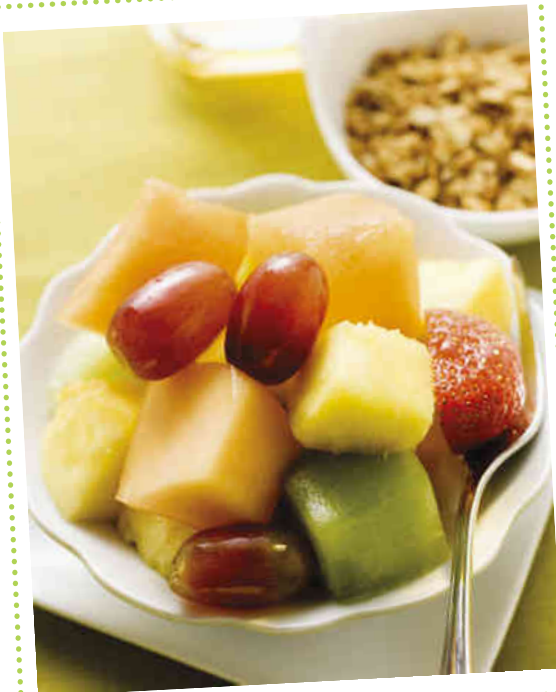
Looking forward to serving you soon,

The Courtyard Events Team

Columbia



fresh



## breakfast

### Beverages

All breakfast options come with regular and decaffeinated coffee, herbal hot tea and assorted juices.

### Heartland breakfast - plated

Two farm fresh scrambled eggs and a generous helping of breakfast potatoes with your choice of sausage, bacon or ham. Served with variety of muffins and biscuits.

### Quiche - plated

Chef's special quiche served with breakfast potatoes and a chilled fresh fruit cup.

### Breakfast croissant - plated

A flaky butter croissant piled high with shaved ham, eggs and cheddar cheese, served with breakfast potatoes and chilled fresh fruit cup.

### Breakfast burrito - plated

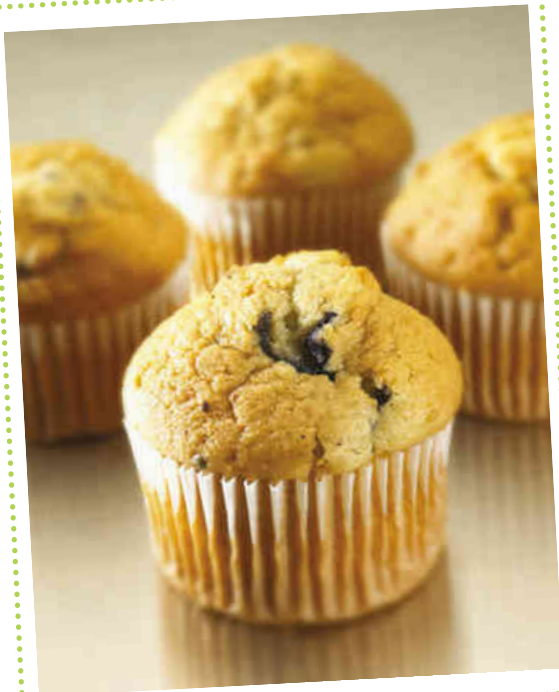
Scrambled eggs with your choice of bacon, ham or sausage, with breakfast potatoes, onions, peppers and cheese wrapped in a tomato basil tortilla. Served with a chilled fresh fruit cup.



Columbia



fresh



## breakfast

### Classic continental buffet

Fresh muffins, bagels, cream cheese and whole fruit. Add homemade cinnamon rolls for an additional charge.

### Sunrise morning buffet

Choose one: Scrambled eggs, quiche, or scrambled eggs o'brien. Choose one: Country sausage patties, sliced ham steak or crispy bacon. Choose one: Potatoes, hash brown casserole or chilled fresh fruit salad. Choose one: French toast, pancakes, biscuit and gravy or homemade cinnamon rolls.

### Brunch

Add selections to sunrise morning buffet.

Choose one: Pork loin with apple sauce, seasonal vegetarian dish or Hawaiian chicken. Choose one: Broccoli salad, coleslaw, Caesar salad or house salad. Choose one: Green beans almandine, roasted corn or baby dilled carrots.

### Executive breakfast buffet

Scrambled eggs, stuffed French toast, bacon, sausage, hash brown casserole, lox and bagels with cream cheese, homemade cinnamon rolls and a fresh fruit display.

\*Buffets require a minimum of 25 guests\*



Columbia



fresh



## breaks

### Breaks

Served with regular and decaffeinated coffee, herbal hot tea and flavored iced tea.

### Packages

- Tiger break- Mizzou's Tiger Stripe ice cream and Courtyard Signature Cookies.
- Salty sensations-Mixed nuts, chex mix, tortilla chips with salsa.
- Health nut- Trail mix, granola bars, whole fruit, and assorted yogurts.
- Anytime break- Fresh vegetable crudité, spinach and artichoke dip with crostini's and fresh sliced fruits.

### Beverages

Iced tea, lemonade, regular and decaffeinated coffee, bottled juices, 2% milk (white or chocolate), soft drinks, bottled water, herbal hot tea, Naked juice, Starbucks frappuccino, Gatorade, Red Bull, Lipton green tea, and domestic beers in a tub.

### A La Carte

Yogurt, chef's cinnamon rolls, bagels and cream cheese, mini Danish, mini muffins, cereal with banana and 2% milk, fresh fruit, sliced fresh fruit, mixed nuts, roasted peanuts, tortilla chips and salsa, chex mix, trail mix, pretzels, cookies, brownies, Mizzou's Tiger Stripe ice cream, and Courtyard Signature Cookies.



Columbia



fresh



## lunch

Hot selections

Served until 4:00 p.m.

Buffets: Minimum of 25 guests for buffet service. Include choice of one or two entrée(s), salad, starch, chef's vegetable, hot rolls and butter.

Plated: Maximum of two separate entrée choices per group, including your choice of entrée, salad, starch, chef's vegetable, hot rolls and butter.

Lunch includes regular and decaffeinated coffee, iced tea, and lemonade.

You may add chef's dessert bar for an additional charge.

Salad selections

Courtyard house salad, Caesar salad, garden salad.

Starches

Baby new potatoes, wild rice pilaf, cheddar or garlic mashed potatoes, classic cornbread stuffing, or vegetable au gratin, or macaroni and cheese.

Entrées

Classic pot roast, Hawaiian chicken, chicken Kathleen, smoked beef brisket, home style meat loaf, country fried chicken, pork loin with apples, spaghetti and meatballs, and grilled chicken fettuccini.



Columbia

COURTYARD<sup>®</sup>  
Marriott

fresh



## lunch

### Cold selections

Plated or Boxed. Served until 4:00 p.m.  
Select your sandwich filling and we will prepare the sandwich on a variety of fresh breads with leaf lettuce, sliced tomatoes and a pickle spear.

Served with potato chips, fruit garnish and Courtyard Signature Cookie.

### Sandwich filling

House chicken salad, chef's club, Philly steak, BLT, tuna salad, seared ahi tuna with guacamole, grilled chicken Caesar wrap, chef's grilled eggplant with roasted red and green peppers, red onion topped with a cilantro aioli.

### Breads

Rye, wheat, hoagie roll, croissant, flat bread, tomato basil wrap, traditional wrap, spinach wrap.

### Upgrade options

Fresh fruit cup, potato salad, pasta salad, Courtyard house salad or broccoli salad.

### Soup, salad, and sandwich buffet

Select sandwich filling, bread, and upgrade side. Served with chef's soup du jour. Buffet includes lettuce, sliced tomatoes, pickle spear and condiments.

\*minimum 25 guests\*



Columbia



fresh



## lunch

Specialty buffets - SERVED ALL DAY  
 Minimum of 25 guests.  
 Choice of two or three entrées.

### Italian buffet

Italian house salad and Caesar salad with chef's vegetable medley and garlic bread sticks. With a choice of spaghetti and meatballs, fettuccini alfredo, chicken parmesan, lasagna (traditional or vegetarian), pasta primavera, eggplant parmesan, or pasta carbonara.

### Mexican dinner

Rice, refried or black beans, tortilla chips, queso dip, sour cream, lettuce, tomatoes, black olives, guacamole, and jalapeño peppers. With a choice of enchiladas, carnitas, al pastor, fajita, carne asada, or machaca.

### American buffet

Fresh garden salad, seasoned green beans and garlic mashed potatoes. Served with hot rolls and butter, with a choice of beef stroganoff, fried chicken, pot roast, or meatloaf.

### Countryside dinner

Macaroni and cheese, baked beans and coleslaw, with a choice of smoked brisket, hamburgers, bratwurst, grilled chicken, pulled pork or fried chicken.

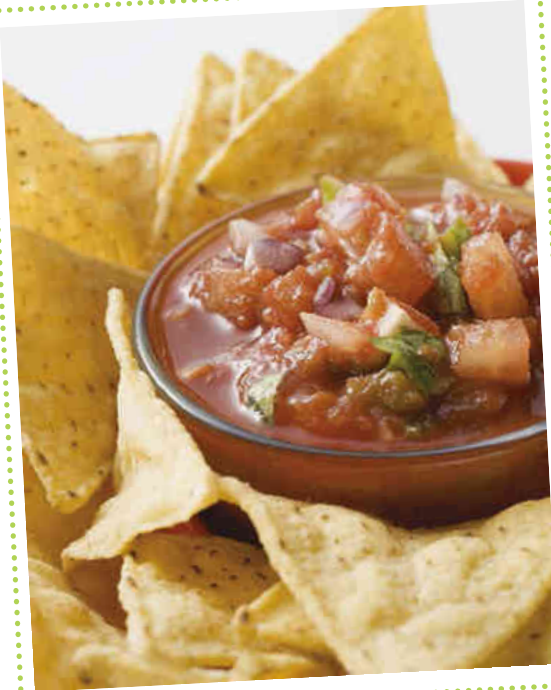


© 2009. Marriott International. All Rights Reserved.

Columbia



fresh



## reception

### Hors d'oeuvres

Trays priced per 50 guest or 20 guests.

### Platters

Fresh fruit display, cheese and crackers, vegetable crudité, cheese and artichoke dip, and vegetarian antipasto platter.

### Hot selections

Bacon wrapped scallops, meatballs- Swedish or BBQ, chicken strips- BBQ or buffalo style, wings- buffalo or Guinness style, fried beef ravioli with marinara, breaded fried mushrooms, mini crab cakes topped with roasted red pepper coulis, mushroom caps-stuffed with sausage or cheese, Santa Fe egg rolls with pineapple salsa, and jumbo cocktail shrimp.

### Cold selections

Smoked salmon display, tea sandwiches, rollups slices, chocolate dipped strawberries.



Columbia



fresh



## dinner

### Dinner Selections Plated

Includes regular and decaffeinated coffee, iced tea, and lemonade. Choice of Courtyard house salad, Caesar or spinach salad.

### Filet mignon

8oz. Grilled filet served with a Shiraz reduction sauce. Potato mushroom au gratin and steamed broccoli.

### New York strip steak

10 oz. Grilled and topped with a garlic butter sauce, creamy parmesan potatoes and grilled asparagus.

### Seafood skewers

One skewer with grilled shrimp and scallops and the second skewer featuring grilled halibut and salmon. Served on a bed of wild rice pilaf and roasted asparagus.

### Salmon filet

6 oz. Etouffe served with Parmesan risotto and chef's vegetable.

### Seafood pasta

Grilled shrimp and scallops tossed in pasta with lemon cream sauce and chef's vegetable.



Columbia



fresh



## dinner

Dinner Selections Plated Continued  
Includes regular and decaffeinated coffee, iced tea, and lemonade. Choice of Courtyard house salad, Caesar or spinach salad.

### Hawaiian chicken

Breaded and topped with pineapple in a rum sauce. Served with almond rice pilaf and chefs vegetable.

### Chicken & shrimp skewers

Featuring grilled shrimp and chicken in a light teriyaki sauce. Served on a bed of wild rice pilaf and roasted asparagus.

### Pork chop

Bone in pork chop grilled, with sautéed apples in cinnamon. Served with garlic mashed potatoes and chef's vegetable.

### Prime rib of beef

Slow roasted prime rib served with au jus and creamy horseradish sauce. Served with cheddar mashed potatoes and roasted asparagus.



Columbia



fresh



## dinner

### Dinner Selections Buffet

Includes regular and decaffeinated coffee, lemonade and iced tea. All buffets include choice of two salads and two starches. Buffets are priced according to entrées choices, one, two or three.

\*Require a minimum of 25 guests\*

### Salads and starches

Choose two salads: Courtyard house salad, Caesar salad or Spinach salad.

Choose two starches: Baby new potatoes, wild rice pilaf, baked potatoes with toppings, cheddar or garlic mashers, parmesan risotto, pasta primavera, cornbread stuffing, baked sweet potato, and macaroni and cheese.

### Entrées

Chicken marsala, pork chops with apples, boneless pork loin smothered in mushrooms and onions, chicken and shrimp skewers in a light teriyaki sauce, roasted turkey served in an herbed jus lie, beef bourguignon, smoked beef brisket, and shrimp scampi.

### Additional options

Add a chef's carving station for roasted whole turkey, pineapple pit ham, beef tenderloin, prime rib of beef, or pork loin.

Add dessert bar for a selection of a delicious desserts.



Columbia



fresh



## dinner

### Desserts

Cheesecake - original, raspberry, caramel, or chocolate

Moist layered chocolate cake

Carrot cake

Chocolate overload cake

Raspberry dream layered cake

Apple, pecan, cherry pie

Brownie ice cream sundae

Apple crisp ice cream sundae a la mode

Bourbon bread pudding

Banana's foster prepared table side-bananas caramelized to perfection with brown sugar, butter and Brandy.

Cherries jubilee, prepared table side- flambé of cherries, brandy, orange zest and brown sugar.

Ice cream sundae station

Vanilla ice cream with whipped topping, nuts, sprinkles, chocolate sauce and caramel.



Columbia

COURTYARD<sup>®</sup>  
Marriott

fresh

## dinner

### Beverage & Bar Services

There is a \$250.00 minimum on all bars.

### Hosted reception

Includes liquor, mixes, beer, wine. Priced per drink and added to your master account. A \$25 charge per hour for each bartender will be applied to all banquet bars. For every \$100.00 in bar sales, \$25 of this fee will be waived. Priced per drink: Call brands, premium brands, house wine, bottles domestic beer and soft drinks. Priced per keg: Domestic beer.

### House wine by the bottle

Bottles are 750ml. Cabernet sauvignon- Sutter Home, chardonnay- Turning Leaf, white zinfandel- Beringer, merlot- Redwood Creek.

### Cash bar

Set up for your guests to pay for their own drinks. A \$25 charge per hour for each bartender will be applied to all banquet bars. For every \$100.00 in bar sales, \$25 of this fee will be waived. Priced per drink: Call brands, premium brands, house wine, bottles domestic beer and soft drinks.

### Other beverages

Champagne by the bottle (Korbel or Wycliff), canned soda & bottled water (each), and fruit punch (per gallon).





## technology

### Audiovisual & Equipment Services

The group sales office must authorize use of other audio visual supply services prior to arrival. Prices are per day and do not include tax.

### Video & computer equipment

27" Color TV / monitor, 27" Color TV & VHS player/recorder, DVD player, VHS player/recorder, LCD data/video (1400 lumen), Power presenter for power point presentations.

### Projection screens

70" x 70" tripod screen or 8' x 8' tripod screen.

### Microphones

Handheld wired microphone, wireless lavalier microphone, wireless handheld microphone, or microphone stand.

### Meeting accessories & supplies

Flipchart with pad & markers, transparency sheets (10 sheets), poster easel (a-frame), ac extension cord or power strip, laser pointer, audiovisual cart with power strip, 4"x6" whiteboard & marker, polycot speaker phone, 20ft extension cord, Multi plug power strip, or Pipe-and-drape booths.



Columbia



flawless

## considerations

**Tax & Gratuity:** To ensure the superior service of Courtyard by Marriott Columbia, 20% gratuity will be added to all charges. Current sales tax of 7.55% will apply, if applicable.

**Guarantee:** In order to provide for all attendees, a guaranteed count will be needed 72 hours in advance of the function. Unfortunately, this number may not be reduced. Should you be unable to provide us with a count, Courtyard by Marriott Columbia will refer to the originally contracted number and prepare accordingly. This will ensure the comfort of all in attendance.

**Food & Beverage:** Because of market fluctuations, all prices are subject to change. Should our prices increase, written notification will be given. Outside food and beverage is prohibited.

**Room Rental:** Room rental fees are determined upon original program details. Revisions from the original contract may necessitate a revision in room rental fees.

**Room Assignments:** The Catering Department reserves the right to reassign functions rooms to best service and utilize space according to the final guaranteed number of guests. Parties have access to assigned rooms 2-hours prior to their event.

**Billing:** Will need a current credit card on file for charges.

**Cancellations:** Should the entire or partial program cancel, the Hotel will collect as liquidated damages.