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Houston Northwest

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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

BISTRO TABLE | 13.95 per person
 blueberry & banana nut muffins
 sliced bagels with butter chips, cream cheese &
 fruit preserves
 seasonal fresh fruit
 assorted Kellogg's cereals
 fresh scrambled eggs, breakfast potatoes,
 sausage patties & crisp bacon
 chilled milk, skim & low fat
 assorted juices
 coffee & tea service

FOOD FOR THOUGHT | 10.95 per person
 Fruit yogurt
 assorted Kellogg's cereals with cold milk
 oatmeal with brown sugar, raisins & milk
 assorted juices
 coffee & tea service

MID-MORNING REFRESHER | 9.95 per person
 blueberry muffins
 assorted sliced bagels with butter chips, cream
 cheese & fruit preserves
 whole fruit
 assorted juices
 coffee & tea service

Enhancements:
 Starbucks coffee - \$2.25 per person
 seasonal fresh fruits - \$3 per person



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breaks

Beverage Refresher | 5.95 per person
Freshly brewed regular & decaffeinated coffee,
assorted flavored & herbal teas, assorted Pepsi
soft drinks & VASA bottled water.

AM Break | 7.95 per person
whole fruits
VASA bottled water
assorted Pepsi soft drinks
coffee & tea service

Deluxe AM break | 9.95 per person
muffins or scones
freshly baked chocolate chip cookies
fruit yogurt
assorted juices
iced tea

Enhancements:
Starbucks coffee - \$2.25 per person
Fresh seasonal fruits - \$3.00 per person



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PM Break | 7.95 per person
whole fruits
VASA bottled water & assorted Pepsi soft
drinks
coffee & tea service

Deluxe PM break | 9.95 per person
freshly baked chocolate brownies & chocolate
chip cookies
bags of potato and pita chips
assorted candy bars
ice tea

Enhancements:
Starbucks coffee - \$2.25 per person
Fresh seasonal fruit - \$3.00 per person



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lunch

BISTRO CHOICE | 15.95 per person
 Choose one item from each selection, menus will be provided to guests in the morning and picked up one hour prior to lunch.
 (for groups of 20 and under)

Entree Selection:

Roast Turkey BLT on toasted sourdough bread with low fat mayo

Chunk white tuna salad on whole grain with low fat mayo

Caesar wrap with grilled chicken

Cheddar French dip with roast beef, sharp cheddar, and au jus

Tomato & mozzarella pizza

Harvest salad with sliced apples, cheddar, cranberries, and walnuts.
 optional - grilled chicken

Half turkey BLT sandwich and a cup of broccoli soup

Soup and salad (mug of broccoli soup with small harvest salad)



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lunch

BISTRO CHOICE (continued)

Beverage:

Pepsi, Diet Pepsi, Sierra Mist, Ice Tea or VASA bottled water

Sides:

Potato chips, or Fresh cut fruit

Dessert:

Turtle nut brownie or Lemon pound cake

BISTRO MARKET LUNCH | 19.95 per person
 Chunk white tuna salad on whole grain,
 roast turkey BLT, Caesar wrap with grilled
 chicken

Bistro salad with choice dressing,
 thousand island, ranch, blue cheese, or
 champagne vinaigrette

Creamy coleslaw, potato and pita chips

Fresh cut fruit, turtle nut brownies, and
 lemon bars

Assorted Pepsi soft drinks, VASA bottled water
 or ice tea

Enhancements for Bistro Market Lunch

Choose 2 salads - add \$1pp

Choose 4 sandwiches - add \$1pp

Choose all 3 desserts - add \$1pp

Add soup - \$2pp, Add chili - \$3pp



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lunch

BISTRO TABLE | \$21.95 per person
(3) Assorted, wrapped sandwiches
cut in halves
Assorted bags of kettle or pita chips
Creamy coleslaw
Pickles
Condiments to include:
mustard, mayo, & ketchup

Green Salad
(2) types of salad dressings, croutons,
shredded parmesan cheese

Soup of day

(2) desserts

VASA bottled water and
assorted Pepsi soft drinks



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lunch

BISTRO TABLE (continued)

Enhancements for Bistro Table

Choose 2 salads - add \$1.50pp

Add grilled chicken - add \$2pp

Choose 2 soups - add \$2.50pp

Texas Chili - add \$1pp

Choose 4 sandwiches - add \$1pp

BBQ Chicken Pizza - add \$2pp

Chicken wings, buffalo or thai spiced -
add \$3pp

Choose all 3 desserts - add \$1pp

Tortilla chips with salsa - add \$1pp

Hummus with celery - add \$2pp

Vegetable sticks with ranch dressing -
add \$1pp



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Audio Visual

Audio Visual equipment included in the meeting room rental price: Wireless high-speed Internet access, pull down screen, podium, display table, A/V cart, candy, pens, note pads, and pitchers of water.

Free Standing Flip Chart & Markers | \$15.00 per chart

LCD Projector | \$100.00 per day
Advance notice required to rent projector.

TV/DVD Combo | \$50.00 per day

Speaker phone available
Phone charges or long distance charges are the responsibility of organization renting the meeting room.

Additional Equipment
Additional equipment is available for rent with advance notice, please contact our sales department for details.



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considerations

General Information and Policies

Food and Beverage must be purchased and served by the hotel. Printed menus are for general reference and our event staff would be happy to customize menus to meet your specific needs. Menu pricing is per person unless otherwise noted. All prices are subject to change.

Guarantees

In order to make your meeting a success, please confirm your guaranteed number of guests 3 business days prior to your event. The expected number will act as the final guarantee number if the guarantee number is not received.

Service Charge

All food & beverage, meeting room rental, and audio visual items are subject to a taxable 22% service charge.

Taxes

All food, beverage, and audio visual is taxable at 8.25% sales tax. All meeting room rental is taxable at an occupancy tax of 6%.

Shipping

If shipping materials to the hotel, please include the company/group name, property coordinator name, and date of meeting on the outside of the package. The hotel can not assume responsibility for the damage or loss of merchandise sent for storage.

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