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Century City/Beverly Hills

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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

Century City/Beverly Hills



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breakfast

Options:

Boardroom: Minimum 10 people
Main Room: Minimum 20 people

Continental Breakfast Table | \$8.25
Assorted muffins, bagels, butter and cream
cheese, fresh fruit, preserves

Coffee, tea and juice

Hot Breakfast Table | \$14.00
Fluffy scrambled eggs, bacon, sausage,
breakfast potatoes, assorted muffins & breads,
bagels, cream cheese, butter, preserves,
seasonal fresh fruit, Kellogg cereals, chilled milk

Coffee, tea, juice, and milk



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breaks

AM Break | \$5.75

Fresh cut fruit, bottled water, soft drinks,
coffee and tea

PM Break | \$6.75

Courtyard Cookies, bottled water, soft drinks,
coffee and tea

Enhancements

Enhancements may be added with an
additional per person price:

Muffins

Cookies

Roasted nut packets

Brownies

Potato Chips

Candy Bars

Energy Drinks



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lunch

Bistro Choice: Menu One | \$14.95
Maximum of 20 people for this option: Choice of one entree, one side, one dessert, and one drink. Menus provided to guests in the morning and picked up one hour prior to lunch.

Entree Selections

Roast turkey BLT on sourdough bread with mayo

Chunk white tuna on a whole grain loaf with mayo

Caesar wrap stuffed with grilled chicken

Side items: Potato chips or mixed fruit
Dessert: Turtle nut brownie or Courtyard cookies

Beverages: Pepsi soft drinks, bottled water, iced tea



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lunch

Bistro Deli Market Table | \$20.95
Minimum of 20 people for this option:
Broccoli cheddar soup

Tuna salad on whole grain bread

Roast turkey BLT

Caesar wrap with grilled chicken

Creamy coleslaw

Potato chips

Chocolate brownies

Fresh cut fruit



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lunch

Bistro Lunch Table | \$29.95
Minimum of 20 people for this option:
Broccoli Cheddar soup

Pepperoni Pizza

BBQ Chicken Wings

Thai Chicken Wings

Perfect Caesar Salad

Creamy coleslaw

Potato chips

Chocolate brownies

Fresh cut fruit



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lunch

Lunch Enhancements

Additional per person cost to add any of the following to a lunch table menu:

Caesar salad | \$4.00

Romaine lettuce with creamy caesar dressing and parmesan cheese

Additional soup | \$3.75

Grilled chicken quesadilla | \$9.95

Served with salsa and sour cream

Cheddar french dip | \$9.95

Roast beef with sharp cheddar & au jus

Tortilla Chips | \$2.50

Served with salsa and sour cream

Chicken wings | \$6.95

buffalo or thai spiced

Hummus | \$5.50

Served with crudites

Spinach artichoke dip | \$5.50

Served with crudites or tortilla chips





dinner

Dinner Bistro Table | \$35.95

Minimum of 20 people for this option:

Broccoli cheddar soup

Perfect Caesar Salad

BBQ Chicken Wings

Herb roasted chicken

Fluffy mashed potatoes

Vegetable medley

Rolls and butter

Chocolate brownies

Fresh cut fruit

Substitutions

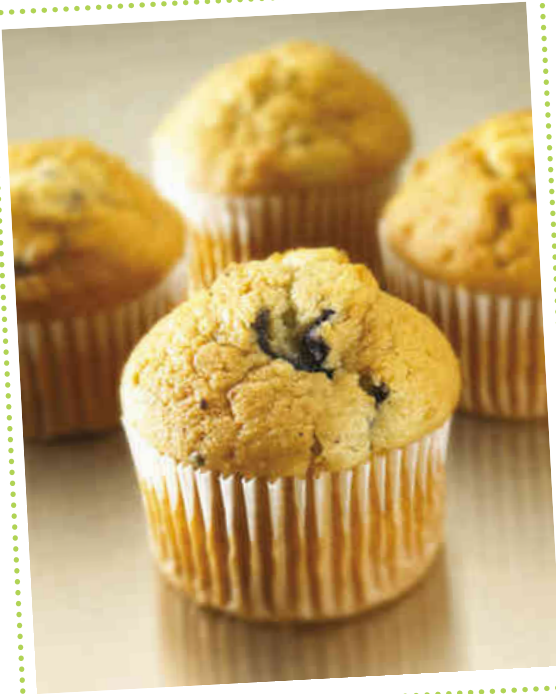
Additional options or substitutions may be made upon request.



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package

\$55 per person inclusive:
10 person minimum for the Boardroom
20 person minimum for the Main Room

Continental Breakfast
Assorted muffins, bagels, butter and cream
cheese, fresh fruit, preserves, orange juice,
coffee, and tea

Bistro Lunch Options
May choose between:

The Bistro Deli Market Table Menu
or
The Bistro Lunch Table Menu

PM Break
Courtyard Cookies
Fresh cut fruit
Coffee, decaf, and tea

All Conference Packages include:
Tax & Gratuity
Room Rental
Wi-Fi Internet



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considerations

GUARANTEED PRICES

In response to uncontrollable changes in food, beverage and operating expenses, all prices quoted are subject to change. Prices will be guaranteed six months in advance, and only when a signed contract is executed and a deposit has been received.

GUARANTEE AND GUEST COUNT

The guarantee is required 3 business days prior to your event. The guaranteed guest count will be the minimum number of meals charged. If no guarantee is received by the catering department, the Courtyard Century City/Beverly Hills will be prepared to provide meals for up to 5% over the guaranteed guest count. Any entree required above 5% will be charged 1 time the current menu price.

SERVICE AND LABOR CHARGE

20% service charge and 8.75% (current Los Angeles County sales tax) will be added to all food, beverage and rental items. If a change in the original room set-up is requested on the day of the function a labor charge will be added to the banquet check.

PAYMENT

Full payment must be made 3 business days prior to event. Payment must be in the form of cash, credit card, cashier's check or money order only. Final payment by personal check must be made 14 days in advance.