

# Events

by Residence Inn



Relax



Renew



Recharge

San Ramon



Welcome to Events by Residence Inn

When you're organizing a business meeting or planning a special event for your family and friends, no hotel makes you feel like you are planning in your own home like Residence Inn by Marriott. With flexible meeting spaces, customized catering and reliable audio-visual services, you can hand select the options to make your event a success. And, our devoted staff of hospitality professionals will be there to help you with your choices along the way.

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 is dedicated to making your event a success.

Looking forward to seeing you soon,

The Residence Inn Team



San Ramon





## AM break

break | \$7

whole fruits

bottled water and soft drinks

coffee and tea service

enhancements | \$2

muffins or coffee cake

cookies

fruit yogurt

orange and apple juice

iced teas

Starbucks coffee

enhancements | \$3

high energy cereal bars

roasted nuts, individual packets



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## PM breaks

break | \$7

whole fruits

bottled water and soft drinks

coffee and tea service

enhancements | \$2

brownies

cookies

bags of potato and pita chips

M&M's or candy bars

iced teas

Starbucks® coffee

enhancements | \$3

roasted nuts, individual packets

enhancements | \$4

energy drinks



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## Lunch

deli table | \$34

country ham  
roasted turkey breast  
roast beef  
genoa salami

swiss  
american  
provolone

tomatoes, lettuce, onions, pickles &  
condiments

cole slaw  
potato chips  
mixed green salad

assorted breads and rolls

assorted cookies

assorted Pepsi® soft drinks



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**audio visual equipment**

LCD projector	\$400
DVD / DVR Player	\$100
27" TV monitor	\$100
27" TV monitor VCR/DVD player	\$150
1 speaker	\$100
2 speaker sound system with amp	\$150
wired microphone	\$50
wired lavalier microphone	\$50
wireless handheld microphone	\$120
wireless lavalier microphone	\$120
10' screen	\$200
overhead projector	\$40
speakerphone	\$35
Post-It® flipchart	\$25
4 channel audio mixer	\$40
CD player	\$40



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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 subject to change.

### Guarantees

In order to make your meeting a success please confirm your guaranteed number of guests 3 days (72 hours) prior to your event. The expected number will act as the final guarantee number if the guarantee number is not received.

### Service Charge and Tax

All food and beverage are subject to a 20% service charge and 6% State Sales Tax.

### 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.



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