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Portland Beaverton

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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 Continental | \$10.00 per person  
Assorted Muffins  
Sliced Bagels  
Butter & Cream Cheese  
Fresh Cut Fruit  
Assorted Juices  
House Coffee & Tea Service

Bistro Deluxe Continental | \$12.00 per person  
Assorted Muffins  
Cereal with Milk & Yogurt  
Sliced Bagels  
Butter & Cream Cheese  
Fresh Cut Fruit  
Assorted Juices  
House Coffee & Tea Service

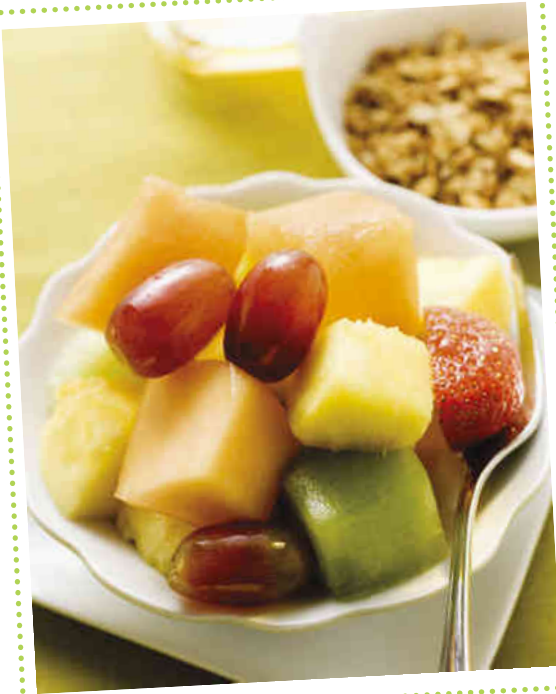
Enhancements | priced per person  
Starbucks Coffee \$2.00  
Warm Cinnamon Buns \$2.00



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## breakfast

Hot Breakfast Table | \$16.00 per person  
Assorted Muffins  
Blueberry Scones with Preserves  
Fresh Cut Fruit  
Cereal with Milk & Yogurt  
Scrambled Eggs  
Breakfast Potatoes  
Sausage and Bacon  
Assorted Juices  
House Coffee & Tea Service  
\*Minimum of 20 Guests\*

Enhancements | priced per person  
Starbucks Coffee \$2.00  
Warm Cinnamon Buns \$2.00



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## **lunch**

Bistro Choice | \$16.00 per person  
Menus will be provided to your guests the morning of the function and picked up three hours prior to the lunch break.

\*For Groups of 20 or Less\*

Entree Selections - Select One  
Roast Turkey BLT on Toasted Sourdough.  
Chunk White Tuna on Whole Grain  
Caesar Wrap with Grilled Chicken  
Cheddar French Dip with Au Jus  
Seasonal Salad  
Grilled Chicken Caesar Salad

All Sandwiches Served with Coleslaw

Side Items - Select One  
Kettle Chips  
Fresh Fruit Cup

Dessert - Select One  
Chocolate Chunk Brownie  
Lemon Bar

Beverages  
Assorted Pepsi Soft Drinks  
Bottled Water



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## lunch

Bistro Market | \$17.00 per person  
Mixed greens or Caesar salad with a trio of half sandwiches, fresh fruit, selection of chips and assorted desserts. Served with a selection of chilled beverages.

\*Minimum of 20 Guests\*

Bistro Table | \$19.00 per person  
Mixed greens or Caesar salad, soup of the day, trio of half sandwiches, creamy coleslaw, selection of chips and assorted desserts. Served with chilled beverages.

\*Minimum of 20 Guests\*



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## breaks

Bistro Coffee Break | \$6.00 per person  
Freshly Brewed House Coffee  
Assorted Herbal Teas  
Assorted Pepsi Soft Drinks

Healthy Break | \$8.00 per person  
Nutri Grain Bars  
Granola Bars  
Whole Fresh Fruit  
Assorted Juices  
Assorted Pepsi Soft Drinks  
Bottled Water



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## breaks

Sweet Tooth Break | \$8.00 per person  
Freshly Baked Chocolate Chip Cookies  
Assorted Treats & Candies  
Freshly Brewed House Coffee  
Assorted Herbal Teas  
Assorted Pepsi Soft Drinks

Energy Break | \$9.00 per person  
Assorted Nuts & Dried Fruits  
Pretzels  
Rockstar Energy Drinks  
Bottled Water

Enhancements | priced per person  
Starbucks Coffee \$2.00  
Energy Drinks \$3.00



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## technology

Meeting Room Rental | \$400.00

Includes:

42 Inch Flat Panel TV

4x4 Screen Mounted in Room

High Speed Internet Connection

Podium

Speaker Phone

Phone Line (Long Distance Charges Apply)

LCD Projector | \$150.00 Per Day

Flip Chart with Markers | \$25.00 Each

Video/DVD Player | \$25.00 Per Day



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## considerations

The hotel catering office must receive the exact number of attendees 72 hours prior to the event. This number will be considered the guarantee and cannot be lowered. If no guarantee is received, the expected figure provided to the hotel when planning the event will become the guarantee.

Menu selection, room set-up and other special requirements must be finalized no later than 7 days prior to the event.

The Courtyard by Marriott Portland Beaverton does not allow any outside food or catering for food safety and security purposes.

Vegetarian and special dietary options available for each lunch suggestion.

A 20 person minimum is required on all buffets. The BISTRO choice is available for groups of less than 20 people. All items are subject to change and are based upon availability. The above items are simply suggestions and personalized menus are available upon request.

A 20% service charge will be added to all Event Pricing.

A credit card is required to hold the reservations and 72 hours notice is required for any changes to guest count, set-up or menus.

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