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Philadelphia Valley Forge/Collegeville

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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

Limited Continental Breakfast Table | \$6.95

Assorted Muffins
Assorted Bagels with Butter and Cream Cheese
Juice and Coffee Service

Full Continental Breakfast Table | \$10.95

Assorted Muffins
Assorted Bagels with Butter and Cream Cheese
Whole Fruit
Assorted Cereals with Milk
Juice, Coffee and Hot Tea Service

Breakfast Enhancement Option 1 | \$8.50

Coffee Cake
Fruit Yogurt
Assorted Cereals with Milk
Oatmeal with Raisins and Brown Sugar

Breakfast Enhancement Option 2 | \$8.50

Egg, Sausage and Cheese Sandwich
Breakfast Potatoes

Breakfast Enhancement Option 3 | \$10.50

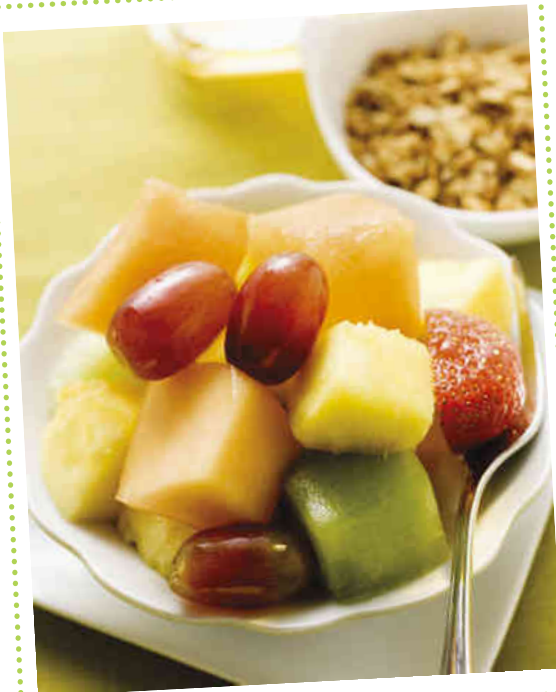
Egg, Sausage and Cheese Sandwich
Fruit Yogurt
Breakfast Potatoes



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breakfast

Morning Meal Deal | \$7.95
 Sausage Muffin Sandwich
 Whole Fruit
 Bottled Orange Juice

Limited Hot Breakfast Table | \$13.00
 Scrambled Eggs
 Breakfast Potatoes
 Bacon
 Assorted Muffins

Assorted Bagels with Butter and Cream Cheese
 Whole Fruit
 Juice and Coffee Service

Full Hot Breakfast Table | \$26.95
 Scrambled Eggs
 Breakfast Potatoes
 Bacon

Sausage Muffin Sandwich
 Assorted Muffins
 Assorted Bagels with Butter and Cream Cheese
 Assorted Cereals with Milk
 Whole Fruit
 Fruit Yogurt
 Coffee Cake
 Juice, Coffee and Hot Tea Service

Waffle Station Enhancement | \$8.00

Omelet Station Enhancement | \$10.00



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breaks

Morning Break | \$7.95
Whole Fruit
High Energy Cereal Bars
Coffee Cake

Afternoon Break | \$7.95
Bag of Potato Chips and Pita Chips
Assorted Candy Bars
Cookies

Break Enhancements
Cookies \$2.25
Fruit Yogurt \$2.00
Roasted Nuts, Individual Packets \$3.25
Marshmallow Squares \$2.50
Brownies \$2.50



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beverage

All Day Beverage Package | \$6.95

Bottled Water

Assorted Bottled Soft Drinks

Regular Coffee

Decaf Coffee

Hot Tea

Half Day Beverage Package | \$4.95

Bottled Water

Assorted Bottled Soft Drinks

Regular Coffee

Decaf Coffee

Hot Tea

Individual Beverage Options

Starbucks Coffee \$2.25

Bottled Water \$2.25

Bottled Ice Tea \$2.25

Bottled Soft Drinks \$2.25

Energy Drink \$4.25



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lunch

Bistro Boxed Lunch | \$19.95
Chunk White Tuna on Whole Grain Loaf
Roasted Turkey BLT on Sourdough
Caesar Wrap with Grilled Chicken
Assorted Potato Chips
Whole Fruit
Granola Bar
Brownie
Bottled Water



Bistro Deli Market Table | \$23.95
Broccoli Three Cheese Soup
Chunk White Tuna on Whole Grain Loaf
Roasted Turkey BLT on Sourdough
Caesar Wrap with Grilled Chicken
Creamy Coleslaw
Assorted Potato Chips
Fresh Cut Fruit
Brownies



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lunch

Bistro Choice Menu | \$21.95

Choose from one item from each section. Menus provided to guests in the morning and picked up one hour prior to lunch. Good for groups of 25 or less.

Entree Selections:

Roasted Turkey BLT on Sourdough

Chunk White Tuna on Whole Grain Loaf

Caesar Wrap with Grilled Chicken

Grilled Buffalo Chicken with ranch, lettuce, tomato on sesame bun

Cheddar French Dip with au jus

Grilled Chicken Caesar Salad

Soup and Salad: Cup of Broccoli Cheese and Caesar Salad

Soup and half Sandwich: Cup of Broccoli Cheese and Half Chunk White Tuna Sandwich

Side Items:

Potato Chips or Whole Fruit

Dessert:

Brownie or Lemon Bar



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lunch

Bistro Hot Sandwich Table | \$26.95

Grilled Buffalo Chicken Sandwich
Bistro Burger
Turkey Reuben on Mable Rye
Caesar Salad
Assorted Potato Chips
Fresh Fruit Cup
Cookies or Brownies

Bistro Hot Lunch Table | \$29.95

Broccoli and Cheese Soup
BBQ Chicken Flat Bread
Herb Roasted Chicken
BBQ Pork Riblets
Assorted Chips
Fresh Fruit Cup
Brownies

Lunch Enhancements

Additional Soup Option \$3.50
Additional Salad Option \$3.50
Chicken Quesadilla \$8.95
Classic Buffalo Wings \$8.50
BBQ Wings \$8.50
Hummus with Celery \$2.00
Cookies \$2.25



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COURTYARD[®]
Marriott



technology

LCD Projector | \$150

Polycom | \$75

Flip Chart and Easel | \$25

Speaker and Microphone | \$125



Complimentary Items

Screen

White Board

Table Linen

Water Service

Courtyard Pens

Courtyard Note Pads



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considerations

PAYMENT BY POLICY

If the company wishes to pay any portion of its obligation by credit card, the credit card authorization form must be filled out, signed, and provided to Hotel prior to meeting.

CANCELLATION POLICY

Cancellation after the signing of the contract is 50% of all charges due within 30 days after cancellation.

SMOKING POLICY

Courtyard by Marriott is a smoke free hotel. We ask that any guests with a meeting room who need to smoke do so 20 feet away from the front door or in their car.

FOOD AND BEVERAGE POLICY

If any food and beverage event is canceled within 72 hours of its scheduled starting time the company will pay Hotel 100% of the food and beverage revenue guaranteed at 72 hours. Outside food and beverage will be allowed pending a clean up fee and approval of hotel.

No outside Alcohol is allowed in the meeting space or lobby areas due to state law and the on-site Bistro.

COLLEGEVILLE TAXES

Collegeville, PA sales tax is 6%, the food and beverage tax is 6% and the room service charge is 22%

Prices are subject to change.

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