

events by Marriott



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crafted for you

The Scottsdale Marriott at McDowell Mountains

16770 North Perimeter Drive | Scottsdale | AZ 85260

scottsdalemarrriott.com

The Scottsdale Marriott at McDowell Mountains

16770 North Perimeter Drive | Scottsdale | AZ 85260

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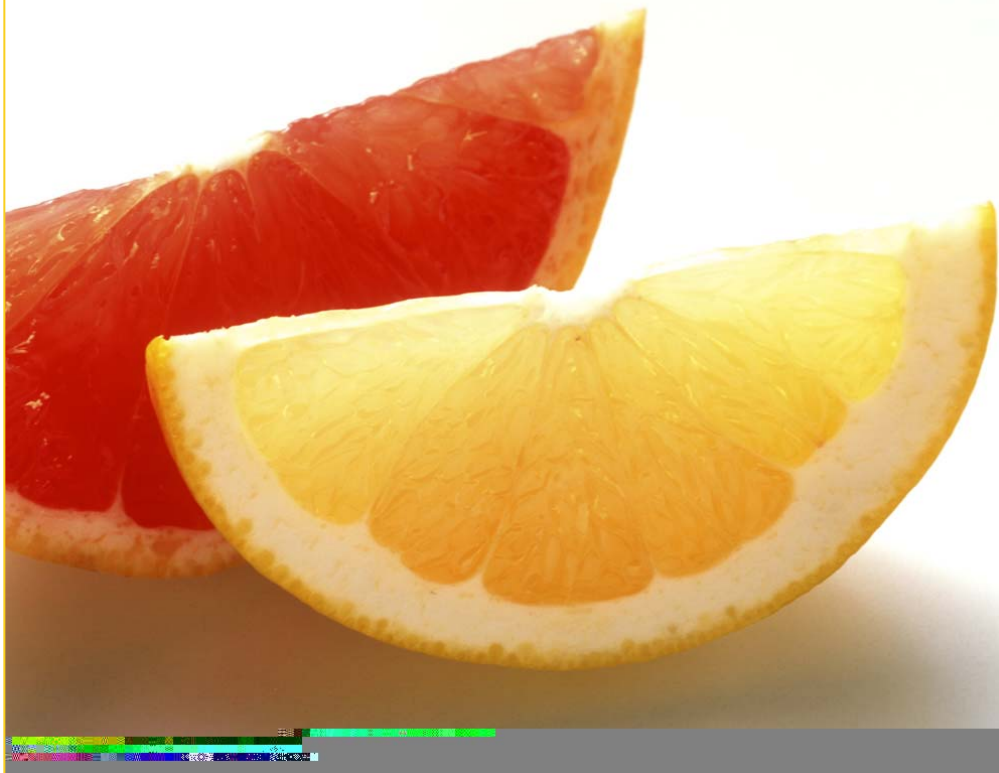
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[juices](#)

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continental breakfast

basic | \$18

orange juice

freshly baked breakfast breads and bagels with condiments

coffee and tea service

enhancements | \$5.50 each

sliced fresh seasonal fruits and berries

egg and bacon croissant sandwiches

sausage and cheddar biscuits

scrambled egg tortilla wrap

fruit smoothies

made to order

*omelet station | \$13.50

*fresh waffle station | \$10

*\$150 attendant fee

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breakfast

plated

option 1 | \$22

scrambled eggs with breakfast potatoes and crisp bacon or sausage links

option 2 | \$24

eggs florentine

perfectly poached eggs, canadian bacon and spinach on english muffin with hollandaise sauce

option 3 | \$20

banana almond french toast
sausage

breakfasts include

orange juice
coffee and tea service
muffins and breakfast breads



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buffet | \$26

orange juice

cereals

sliced fresh seasonal fruits and berries

freshly baked breakfast breads and bagels with condiments

scrambled eggs

breakfast potatoes

crisp bacon and sausage links

coffee and tea service

enhancements

yogurt- granola parfait | \$5.50

assorted yogurts | \$4.50

sausage and cheddar biscuits | \$5.50

egg quesadilla | \$5.50

made to order

*omelet station | \$13.50

*fresh waffle station | \$10

*smoothies | \$10

*\$150 attendant fee



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DELIGHT

- muffins
- juices
- nuts
- popcorn
- pretzels
- cakes
- soda
- cappuccino

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> am - morning > pm - afternoon



breaks

mid morning | \$12

coffee and teas

assorted Pepsi soft drinks & waters

whole fresh fruit

afternoon | \$12

coffee and teas

assorted Pepsi soft drinks & waters

cookies and brownies

sweet enhancements | \$5 each /per person

popcorn and cracker jacks

coffee cake

hot and glazed cinnamon rolls

granola bars

yogurt and fruit parfait

assorted candy

Vasa bottled water | \$4 each

Pepsi soft drinks | \$4 each

savory enhancements | \$5 each /per person

popcorn

tortilla chips and salsa

vegetables and ranch dip

soft pretzels

hummus and pita

beef jerky

warm cashews

beverage enhancements | \$6 each

Ethos or Fiji water

vitamin water

energy drinks

SOBE bottled iced tea

freshly brewed coffee | \$65 per gallon

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plated lunches

all entrees include

choice of one starter and dessert
fresh baked bread service
coffee and tea service

starters | choose one

the daily soup

green salad, blistered tomatoes, bread shards
and red wine mustard vinaigrette

caesar salad- chilled romaine tossed in
traditional caesar dressing with parmesan
cheese and croutons

prosciutto and grilled asparagus, lemon olive oil

desserts | choose one

deep dish apple walnut pie

key lime pie

carrot cake

fresh berries and cream

classic rice pudding

assortment of cookies and brownies



selections

cobb salad romaine lettuce with bands of grilled chicken, egg, avocado, blue cheese, tomatoes and maple bacon, choice of dressing | \$27

grilled filet mignon | \$35

scallion home fries, pan roasted mushrooms and steak butter

pan seared salmon fillet | \$30

warm green bean and potato salad, mustard vinaigrette

parmesan chicken breast | \$28

wilted arugula and tomatoes, caper butter

hoisin glazed chicken | \$28

whole grain brown rice and vegetable stir fry

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lunch

deli buffet | \$32

assorted artisan breads and rolls

tomatoes, lettuce, onions, pickles and olives

condiments

cookies, brownies and blondie bars

water and Pepsi soft drinks

salads | choose 2

creamy slaw

green salad, blistered tomatoes,
bread shards and red wine mustard
vinaigrette

tomato, cucumber & olives in lemon
vinaigrette

garbanzo, pita chips and celery

pearl cous cous salad with roasted
vegetables

fingerling potato salad with mustard
vinaigrette

waldorf salad of apples, walnuts,
celery and grapes



meats & cheeses

choose 3 each

cured country ham

sliced roasted turkey breast

roast beef

grilled lemon chicken breast

corned beef

genoa salami

aged cheddar

provolone

swiss

havarti

enhancements

the daily soup | \$5

chili with cheese & onions | \$6

pizza margherita | \$7

reuben on rye | \$7

mini burger sliders | \$7

sausage and peppers with
poppy seed hoagie bun | \$7

add an additional salad, meat
or cheese for \$6 each

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lunch

sandwich buffet | \$34

assorted artisan breads and rolls

chips, pickles and olives

condiments

cookies, brownies and blondie bars

water and Pepsi soft drinks

salads | choose 2

creamy slaw

green salad, blistered tomatoes,
bread shards and red wine mustard
vinaigrette

tomato, cucumber & olives in lemon
vinaigrette

hummus, pita chips and celery

pearl cous cous salad with roasted
vegetables

fingerling potato salad with mustard
vinaigrette

waldorf salad of apples, walnuts,
celery and grapes



sandwiches | choose 3

cured ham and jarlsberg swiss,
mustard

sliced roasted turkey breast on
sourdough

roast beef on kaiser, mustard and
horseradish

grilled lemon chicken breast wrap

corned beef on marble rye

genoa salami, ham and provolone
sub *side vinaigrette*

grilled portobello, avocado, and
havarti on cracked wheat

enhancements

the daily soup | \$5

pizza margherita | \$7

chili with cheese & onions | \$6

mini burger sliders | \$7

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lunch

italian buffet | \$34

arugula salad with roast red peppers, grilled eggplant, olives and shaved parmesan

tomato mozzarella salad

antipasto

balsamic roast chicken with white bean ragout

red pepper pesto salmon

fusili Mirabella-sun dried tomato mushroom garlic white wine

ratatouille

tiramisu

brulee cheesecake

enhancements

tomato florentine soup | \$3

southwest buffet | \$36

garden salad

chicken fajitas

taco bar with seasoned beef & toppings

corn tamale

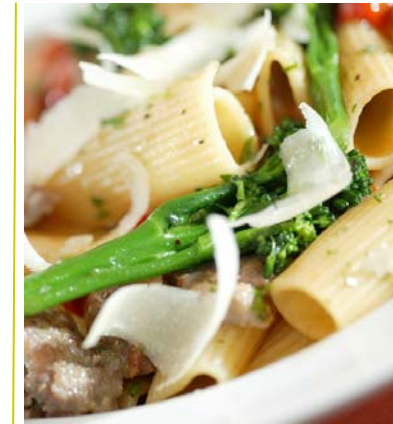
refried beans

mexican rice

chips and salsa

sopaipilla

caramel flan



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lunch

[grill on the green](#) | \$36

beef and bean chili

garden greens with ranch or italian dressing

pasta salad

cole slaw

grilled chicken with bbq sauce

hamburgers and cheeseburgers

hot dogs

lettuce, tomatoes, onions, pickles, relish,
sauerkraut, mayo, mustard, and ketchup

potato chips

apple pie

chocolate cake

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canapés

shrimp

bruschetta

roast beef

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cheeses

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hot

hot hors d oeuvres | \$5

spanokopita

vegetarian spring rolls

chicken satay

mini beef wellingtons

scallops and bacon

mini lump crab cakes

cold

cold canapés | \$4

bloody mary devilled eggs

traditional bruschetta

antipasto crostini

smoked salmon canapés

displays

hummus, pita chips and celery | \$8

classic onion dip with fresh made chips | \$7

artisanal cheeses, fresh fruit with sliced baguettes | \$12

market vegetables with buttermilk ranch dip | \$10

antipasto of marinated vegetables, olives and crostini | \$12

artisan cured and sliced prosciutto, salamis and coppocola with parmiggiano reggiano and aged balsamic | \$12



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stations

carving |

house roasted breast of turkey with herbed mayonnaise, whole grain rolls **\$12**

top round of beef with hot horseradish sauce, soft rolls **\$15**

pasta | **\$14**

rigatoni three ways:

- carbonara
- mushrooms, spinach, tomatoes, shaved parmesan
- organic tomato- short rib ragout

salad | **\$12**

chopped salad - mixed lettuces, roasted and cured meats, vegetables, cheeses, nuts and fruits with choice of three dressings

seafood |

blue crab and artichoke dip, bread and tortilla crisps **\$12**

maryland lump crab cake, old bay tartar **\$18**

smoked salmon, traditional condiments **\$15**

crispy fried calamari, tomato dipping sauce **\$12**

chilled shrimp, horseradish cocktail sauce **\$10**

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FLAVOR

- salads
- seafood
- poultry
- steak
- desserts
- beverages

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plated dinners

entrees include

choice of one starter and dessert | bread service

coffee and tea service

starters | choose one

the daily soup

bibb lettuce, shaved cucumber, mustard dill vinaigrette

caesar salad- chilled romaine, traditional caesar dressing with parmesan cheese and crunchy croutons

steakhouse wedge, marinated tomatoes, blue cheese dressing

desserts | choose one

deep dish apple walnut pie | key lime pie | crème brulee | fresh berry tart | dark chocolate cake

hot selections |

grilled filet mignon | \$64

pan roasted carrots, crushed fingerlings, steak butter

grilled salmon fillet | \$59

roasted fingerling potatoes, tomatoes, olives, fennel

pan roasted chicken breast | \$48

spinach, mushrooms, orzo pasta

roast new york striploin, salt and pepper crust | \$62
loaded and twice baked potato, market green
vegetable

sustainable fish, in season | \$59
lemon grilled, herb risotto

braised boneless short ribs | \$52
root vegetables, sour cream mashed

chicken saltimbocca | \$50
parma ham, fontina and sage, broccolini

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combination dinners

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all entrees include

choice of one starter and dessert | bread service

coffee and tea service

starters | choose one

the daily soup

bibb lettuce, shaved cucumber, mustard dill vinaigrette

caesar salad- chilled romaine, traditional caesar dressing with parmesan cheese and crunchy croutons

steakhouse wedge, marinated tomatoes, blue cheese dressing

desserts | choose one

deep dish apple walnut pie | key lime pie | crème brûlée | fresh berry tart | dark chocolate cake



combination selections |

grilled filet mignon and lump crab cake | \$68

fingerling potatoes, roasted mushrooms, and asparagus

braised boneless short rib and grilled salmon fillet | \$54

celery mashed and pan roasted market vegetables

pan roasted chicken breast and rockefeller stuffed shrimp | \$54

roasted fennel, fingerling potatoes, and green beans

petit filet mignon and rosemary lemon grilled chicken breast | \$60

sour cream mashed and roasted vegetables

roasted and sliced new york sirloin with crab and spinach stuffed portobello mushroom cap | \$68

roasted and sliced tenderloin of beef with garlic-lobster stuffed potato | \$72

creamed spinach and salt roasted tomatoes

chicken saltimbocca and scampi style shrimp orzo "risotto" | \$58

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buffet dinners

salads | choose 2

spinach, bacon and egg with mustard vinaigrette

green salad, blistered tomatoes, bread shards and red wine mustard vinaigrette

tomato, cucumber & olives in lemon vinaigrette

green bean, olive, and potato salad

garbanzo, pita chips and celery

pearl cous cous salad with roasted vegetables

fingerling potato salad with mustard vinaigrette

desserts | choose 2

sliced fruits | deep dish apple walnut pie | key lime pie | fresh

berry tart | dark chocolate cake | brownies | blondies | cookies



features

choose 2 each | \$58

pan roasted rosemary lemon chicken

parmesan chicken with capers, arugula and tomato

petite filet with horseradish crust

pan seared salmon fillet with mustard vinaigrette

red wine braised short rib

accompaniments

choose 3 each

roasted fingerling potatoes

pan roasted market vegetables

buttered green beans

butter milk mashed potatoes

orzo risotto

mac and cheese

enhancements

the daily soup | \$5

pizza margherita | \$7

chili with cheese & onions | \$6

mini burger sliders | \$7

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preset buffet dinners

tuscan dinner buffet | \$68

marinated artichoke and tomato salad with fresh mozzarella

classic caesar salad

meat and cheese antipasto

herb roasted chicken with roasted tomato ragout

lemon lace snapper with tomato olive provencal

pappardelle pasta with wild mushroom bolognese

sweet pea risotto

roasted vegetable medley

tiramisu

biscotti

enhancements

tuscan white bean and sausage soup
| \$3 per person

mcdowell dinner buffet | \$72

field green with dried apples, candied walnut and goat cheese with red wine vinaigrette

melon and radicchio salad

roasted vegetable salad

beef tenderloin medallions peppercorn demi

roast chicken with fig and port redux

cous cous stuffed tomatoes with a tarragon buerre blanc

sauteed spinach, yellow squash and red pepper

roasted garlic mashed

mini cheesecakes, pastries and truffles

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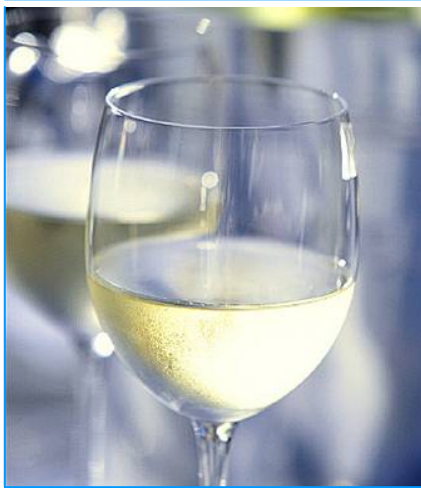
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packages

premium well | one hour | \$16 per person
each additional hour | \$7 per person

top shelf | one hour | \$18 per person
each additional hour | \$8 per person

bartender fee

\$150 for 4 hours per bar
\$100 for each additional hour

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cocktails

Hosted Bar

Premium Bar	\$7 per drink
Top Shelf Bar	\$8 per drink
Imported Beer	\$5.50 per bottle
Domestic Beer	\$5 per bottle
Craft Beer	\$5.50 per bottle
Non-Alcoholic Beer	\$4.50 per bottle
BV Century Cellars Wines	\$7 per glass
Pepsi Soft Drinks	\$4 per drink
Evian Bottled Water	\$5 per bottle
San Pellegrino Sparkling Water	\$5 per bottle
Cordials	\$8 per drink

Premium Bar

Smirnoff Vodka
Gordon's Gin
Bacardi Superior Rum
Grant's Family Reserve Scotch
Jim Beam Bourbon
Canadian Club Whiskey
Jose Cuervo Especial Tequila

Top Shelf Bar

Absolut Vodka
Tanqueray Gin
Bacardi Superior Rum
Dewars Scotch
Jack Daniels
Crown Royal Whiskey
Jose Cuervo Especial Tequila

Bartender Fee

\$150 for 4 hours per bar

\$100 for each additional hour

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cocktails

Cash Bar

Premium Bar	\$7 per drink
Top Shelf Bar	\$8 per drink
Imported Beer	\$6 per bottle
Domestic Beer	\$5 per bottle
Craft Beer	\$6 per bottle
Non-Alcoholic Beer	\$5 per bottle
BV Century Cellars Wines	\$7 per glass
Pepsi Soft Drinks	\$4 per drink
Evian Bottled Water	\$5 per bottle
San Pellegrino Sparkling Water	\$5 per bottle
Cordials	\$8 per drink

Premium Bar

Smirnoff Vodka
Gordon's Gin
Bacardi Superior Rum
Grant's Family Reserve Scotch
Jim Beam Bourbon
Canadian Club Whiskey
Jose Cuervo Especial Tequila

Top Shelf Bar

Absolut Vodka
Tanqueray Gin
Bacardi Superior Rum
Dewars Scotch
Jack Daniels
Crown Royal Whiskey
Jose Cuervo Especial Tequila

Bartender Fee

\$150 for 4 hours per bar

\$100 for each additional hour

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Chardonnay

Clos du Bois, North Coast
2007, California \$34

La Terre
2007, California \$36

Sterling, "Vintner's Collection", Central Coast
2007, California \$36

Sparkling and White Wines

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Sparkling

Segura Viudas, Brut, Cava, "Aria"
NV, Catalonia, Spain \$32

Blush

Beringer White Zinfandel
2007, California \$30

White Specialties

Chateau Ste. Michelle, Riesling, Columbia Valley
2007, Washington \$32

Meridian Vineyards, Pinot Grigio
2007, California \$32

Sauvignon Blanc

Brancott, Marlborough
2008, New Zealand \$34

Kenwood, Sonoma County
2007, California \$36

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Red Wines

Pinot Noir

Mark West, Sonoma County
2007, California \$38

Merlot

Beaulieu Vineyard, "Century Cellars"
2006, California \$34

Clos Du Bois, North Coast
2005, California \$36

Red Specialties

Ravenswood, Zinfandel, "Vintner's Blend"
2007, California \$40

Cabernet Sauvignon

Aquinas, Napa Valley
2005, California \$42

Beaulieu Vineyard, "Century Cellars"
2006, California \$34

Estancia, "Keyes Canyon Ranches", Paso Robles
2006, California \$40

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To meet the diverse preferences of your guests we recommend selecting one beer from each category

Beer

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Domestic and Domestic Light \$5

Budweiser

Bud Light Lime

Miller Lite

Michelob Ultra (Low Carb)

O'Doul's (Non-Alcoholic)

Imported and Imported Light \$5.50

Amstel Light

Corona Extra

Guinness Draught

Heineken

Stella Artois Lager

Corona Light

Craft \$5.50

Blue Moon Belgian White

Samuel Adams Boston Lager

Sierra Nevada Pale Ale

healthy

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SMART

- granola
- yogurt
- nuts
- salad
- fruit
- salmon
- vegetables
- pita

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fit for you

continental breakfast | \$22

variety of low fat muffins and breads

sliced fruit with berries

low fat yogurt with granola toppings
(low cholesterol/low fat)

assorted soft drinks and diet soft drinks,
bottled waters, freshly brewed coffee,
and a selection of tea (carb conscious)



breakfast buffet | \$29

variety of low fat muffins and breads

sliced fruit with berries

low fat yogurt with granola toppings (low
cholesterol/low fat)

bacon, sausage, grilled flat iron steak and
grilled tomatoes with scrambled eggs (carb
conscious)

oatmeal with dried fruit and low fat milk (low
cholesterol)

assorted soft drinks and diet soft drinks,
bottled waters, freshly brewed coffee, and a
selection of tea (carb conscience)

plated breakfast | \$28

mini yogurt parfait with fresh mint
and berries

egg white vegetable frittata
(carb conscious)

assorted soft drinks and diet soft
drinks, bottled waters, freshly
brewed coffee, and a selection
of tea (carb conscience)

coffee break | \$14

selection of republic of tea
antioxidant black teas, glaceau
mineral waters

low fat oatmeal cookies and
housemade granola bars (low
cholesterol/low fat)

assorted soft drinks and diet soft
drinks, bottled waters, freshly
brewed coffee, and a selection
of tea (carb conscience)

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fit for you

plated lunch | \$28

grilled chicken lettuce wrap with tomato, cucumber, avocado and feta with lemon yogurt sauce (carb conscious)

served with simple green salad with balsamic dressing, and apple cobbler

assorted soft drinks and diet soft drinks, bottled waters, freshly brewed coffee, and a selection of tea (carb conscience)

box lunches | \$24

vegetable crudite of snow peas, baby carrots, grilled artichoke zucchini and eggplant with hummus and lavash (low cholesterol/low fat)

or

mediterranean chicken lettuce wrap crisp lettuce leaf with hummus, marinated zucchini, red pepper and tomato with balsamic vinaigrette filled with grilled chicken and roasted garlic aioli (low fat)



Scottsdale Marriott at McDowell Mountains

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fit for you

hors d'oeuvres

prosciutto asparagus with lemon zest
(carb conscious) | \$4 each

vegetable tower (low fat) | \$4 each

red, yellow & sun-dried tomato
bruschetta (low cholesterol) | \$4 each

reception stations

carved bbq dry rub strip loin of beef served
with low carb rolls and breads (carb
conscious) | \$18 per person

sushi display (assorted sushi rolls and sushi
nigiri to include california, tuna, and shrimp
rolls and tuna, salmon, yellow tail and shrimp
nigiri (low fat) | \$18 per person

vegetable crudite with hummus (low
cholesterol) | \$8 per person



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fit for you

plated dinner

charmoula glazed swordfish with israeli cous
cous and preserved lemon vinaigrette
(carb conscious) | \$59

miso grilled flat iron steak with gingered
shiitake mushrooms, soy mustard sauce and
sugar snap peas (carb conscious) | \$54

thai inspired seared ahi with papaya salad
and sweet lime chili sauce over steamed
jasmine rice (low fat) | \$59

glazed salmon with lemongrass broth (low
cholesterol) | \$58

all plated fit for you dinner items come with
a mixed green salad with raspberry
vinaigrette and berry cobbler

fit for you

dinner buffet | \$58

asparagus salad (fresh asparagus with orzo lightly drizzled with lemon oil) (carb conscious)

spring vegetable provencal salad (blend of spring vegetables with lemon chervil vinaigrette) (carb conscious/low cholesterol)

porcini dusted new york steak with blue cheese creamed spinach (carb conscious)

grilled "pesce spada" swordfish (carb conscious)

berry cobbler topped with frozen yogurt

assorted soft drinks and diet soft drinks, bottled waters, freshly brewed coffee, and a selection of tea (carb conscience)



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FLAWLESS

lights
camera
action

equipment

packages | projection screen support

package "a" (1-50ppl) includes: 6x6 or 8x8 tripod screen, power strip, extension cord and staff support at the start of your event | \$110
add lcd (3k ansi lumens) | \$660

package "b" (50-150ppl) includes: 6x8, 7.5x10 or 9X12 fastfold screen with drape, power strip, extension cord, and staff support at the start of your event | \$265
add lcd (3k ansi lumens) | \$815

valencia package (150-250ppl) includes: (2) 3k ansi lumens lcd's, (2) 7.5x20 fastfold screens, pipe and drape, (1) multimedia laptop, technician/support for the event, audio/video/data components. Cables are included, lighting is not included | \$3500

packages | lighting support package

lecturn lighting package "a" includes: (2) lekos, (1) light tree, (1) dimmer, and (1) controller | \$190

lecturn lighting package "b" includes: (1) par, (2) lekos, (3) light trees, (1) dimmer, (1) controller | \$420

valencia lighting package includes: (4) uplights, (3) light trees, (4) lekos, (1) par, (1) dimmer, (1) controller | \$1050



packages | portable audio package

portable audio support package "a" includes: (1) dual speaker system with stands, (1) cd player, (1) rolling av cart | \$110

portable audio support package "b" includes: (1) dual jbl speaker system with mixer/amplifier, speaker stands, (1) cd player, (1) rolling av cart | \$110

valencia audio package includes: (2) dual jbl speaker system with amplifier and house sounds patch, (2) wireless handheld microphones, (2) wireless lavaliers, (1) podium microphone, cd player | \$1660

all prices reflect a daily rate unless otherwise specified

event technology a la carte

audio | microphones

podium microphone | \$45

wired lavalier microphone | \$30

pzm microphone | \$50

wireless handheld microphone | \$200

wireless lavalier microphone | \$200

wireless headset microphone | \$200

house sound patch | \$50

audio | mixers

4 channel mixer | \$50

8 channel mixer | \$65

16 channel mixer | \$200

24 channel mixer | \$300

audio | audio conferencing

standard speaker phone | \$45

polycom speaker phone | \$100

polycom speakerphone with expansion microphones | \$150

hybrid telephone interface | \$300

audio | audio playback

cassette tape player/recorder | \$55

cd player | \$65

dat digital player/recorder | \$175

all prices reflect a daily rate unless otherwise specified



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event technology a la carte

office/connectivity | office support

fax machine | \$150/week

b/w laser jet printer | \$225/week

b/w high volume copier | \$895/week

multimedia cpu / laptop | \$200/day

banner hanging | \$75 each

office/connectivity | telephone/connectivity

dial 9 access | \$75

did (direct inward dial) | \$150

high speed internet access | \$350

additional connection | \$125

data/video display | display

20" lcd monitor | \$150

42" plasma display | \$500

32" tv/monitor | \$135

27" multisync monitor | \$200

vhs / tv monitor | \$350

data/video display | projection

overhead projector | \$65

elmo visual presenter | \$350

lcd projector (3000 ansi lumens) | \$550

lcd projector (5000 ansi lumens) | \$950

lcd projector (10000 ansu lumens) | \$1500

all prices reflect a daily rate unless otherwise specified



event technology a la carte

data/video display | accessories

25' vga extension | \$25

100' rgbhv cable | \$50

vga da | \$50

rgbhv da | \$50

4x1 vga switcher | \$50

8x1 folsom switcher | \$300

data/video display | video playback

vhs player/recorder | \$65

dvd player | \$80

minidv player | \$80

dvd/vhs combo | \$85

beta/beta sp/u-matic | \$650

data/video display | cameras

camcorder/tripod | \$150

minidv | \$350

i-mag/studio kit | \$1500

all prices reflect a daily rate unless otherwise specified

data/video display | screens

6'x6' tripod screen with skirting, extension cord, power strip | \$65

8'x8' tripod screen with skirting, extension cord, power strip | \$65

10'x10' cradle screen | \$90

12'x12' cradle screen | \$90

6'x8' fastfold screen (fp or rp) | \$125

7.5'x10' fastfold screen (fp or rp) | \$150

9'x12' fastfold screen (fp or rp) | \$200

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event technology a la carte

staging/lighting/labor/miscellaneous | staging

pipe and drape (per linear foot) | \$15

exhibit booth (8'x8' booth) | \$350

staging/lighting/labor/miscellaneous | lighting

par 48/56/64 | \$30

leko 10'/19'/26' | \$30

6 channel leprechaun dimmer | \$50

2- scene leprechaun dimmer | \$50

light tree | \$60

12" x 12" x 10' trussing with hardware | \$80

staging/lighting/labor/miscellaneous | labor

utility/stand-by | \$50 / hour

monday-friday | \$50 / hour

saturday/sunday/holiday | \$75 / hour

staging/lighting/labor/miscellaneous | technical labor

audio (a1/a2) | \$500

video (v1/v2) | \$500

lighting (ld/12) | \$500

technical director/producer | \$1000

staging/lighting/labor/miscellaneous | accessories

extension cord | \$5

power strip | \$10

wireless mouse/laser pointer | \$25

all prices reflect a daily rate unless otherwise specified

staging/lighting/labor/miscellaneous | meeting support

tripod easel | \$10

flipchart easel only | \$20

whiteboard | \$25

flipchart package with markers, tape | \$35

adhesive flipchart package | \$50

*labor rates are based on a 4 hour minimum call

**technical labor rates are based on a day rate

equipment rates are per day (unless specified)

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Guarantees on all Food and Beverage:

We need your assistance in making your function a success. Please confirm your attendance at least 3 business days in advance. This will be considered your minimum guarantee and is not subject to reduction. If no guarantee is received, the original expected attendance on your Banquet Event Order will be used. Charges are predicted upon factors pertaining to the entire program. Revisions in your group counts, times, dates, or meal functions may necessitate renegotiating the charges.

Payment Arrangements:

Cash, check and credit card payments: All functions must be paid for in advance unless direct billing has been approved by our credit manager. Functions may be guaranteed for payment or paid for by the following credit cards: American Express, Diner's Club, Master Card or Visa. Credit cards may not be used when direct billing has been approved

without approval from the credit manager. Completion of a credit authorization is required.

Billing: If credit has been extended, payment of the hotel balance due should be made upon receipt of the bill. All accounts not paid within 25 days are subject to a finance charge of one and one half (1.5%) per month of the unpaid balance, which is an annual percentage of 18%.

Cancellation Policy:

If the hotel is advised that a definite booking is canceled, a cancellation fee will be charged. The following policy is in effect in the absence of a cancellation clause in the catering or sales confirmation agreement. The cancellation fee for your function is one hundred percent (100%) of the total estimated food, beverage and room rental charges. This cancellation fee will be charged if this function is canceled less than thirty (30) days from the event date.

Confirmation of Set Up Requirements:

Final menu items, room arrangements and other details pertaining to this function are outlined on the Banquet

Event Order. Unless otherwise stated in the Banquet Event Order, the Hotel reserves the right to change function rooms at any point should the number of attendees decrease, increase, or when the Hotel deems it necessary.

Tax and Service Charge:

All food, beverage, room rental and audio/visual equipment prices are subject to a 24% hotel service charge. All charges, including food, beverage, audio/visual equipment and hotel service charges are subject to all applicable taxes.

Tax Exempt Status:

The State of Arizona requires a completed tax exemption form from the tax exempt organization prior to their arrival. If this form is not received and verified before arrival, the organization will not be put on tax exempt status and must file a return with the State of Arizona in order to receive a refund.

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[Food and Beverage Outside the Hotel:](#)

All food and beverage will be provided by The Hotel and will be consumed within the time frame of the event as stated on the Banquet Event Order. The Hotel reserves the right to confiscate food or beverage that is brought into the hotel in violation of this policy without prior arrangements with the Catering Department.

[Entertainment and Noise:](#)

Due to the location of the ballrooms in regard to the guest room areas, most functions will not create a noise problem. However, due to the sound ordinance in Scottsdale, Arizona, outdoor functions must conclude by 10 p.m.

[Alcohol and Minors:](#)

The Hotel does not permit the serving of alcoholic beverages to anyone under the age of twenty-one (21), or under the influence of alcohol, in accordance with Arizona State Law.

The organization understands and agrees to abide by this policy and to uphold the laws of the State of Arizona.

[Guest Responsibility:](#)

The organization scheduling an event agrees to assume full responsibility for the conduct of its members. The organizations assumes liability for charges (labor, storage, etc.) incurred as a result of materials (i.e. literature, audio/visual and equipment, books, etc.) being shipped to The Hotel.

[Signs/Displays/Decorations:](#)

All signs, displays or decorations proposed by the client are subject to the hotel's approval. All registration, directional or advertisement signs must be printed in a professional manner. No signs, banners displays or exhibits will be permitted in the public areas of the hotel without prior Hotel approval. All decorations must meet approval of the Fire Department. Flammable substances are not permitted in the building or anywhere on the hotel's premises. The Hotel will not permit the affixing of anything to the walls, floors, or

ceiling with nails, staples, adhesive or any other substance without prior Hotel approval.

[Materials Sent to the Hotel:](#)

The Hotel must be notified in advance that materials are being sent. The Hotel must be informed of the quantity, arrival date, and shipper as deemed necessary, at least on working day in advance of the delivery.

Each piece received must be labeled with name of function, date of function, catering or convention service manager responsible for your function. Groups must make arrangements to ship their materials out of the hotel.

The guest or organization is responsible for sealing and labeling boxes and contacting the shipping company to make the shipping and billing arrangements.

The hotel will store properly sealed and labeled materials for up to (3) days prior to and following the function.

Security:

Routine security services are provided by the Hotel. However, the guest or organization will be responsible for ordering and paying for any additional security required by the organization to protect exhibits, merchandise or to monitor attendance of an event. In the event that additional security is deemed necessary to protect the hotel as a result of this event, arrangements can be made by the Hotel and charged to the organization or guest.

Hold Harmless Agreement:

The organization assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to the organization's displays, equipment and other property brought upon the premises of the Hotel and shall indemnify and hold harmless the Hotel, agents, servants and employees from any and all such losses, damages, and claims.

Enhancements:

new york street lamps | \$95.00 each

outdoor heaters | \$95.00 each

poly chair cover with sash | \$8.75

lamour chair cover with sash | \$10.75

black and white checkered dance floor | price available upon request

lighted dance floor | price available upon request