



FAIRVIEW PARK MARRIOTT OUTSIDE CATERING PACKAGE

Fairview Park will reserve a Ballroom for your function and will allow menu items to be brought in by an approved outside caterer. The caterer must provide the hotel with a certificate of general liability insurance (\$5,000,000).

After approval, hotel will provide the caterer and client with the Marriott liability waiver, safety standards and standard operating procedures. The Outside Caterer Addendum is required prior to contract signing.

The Fairview Park Marriott is happy to provide the following services:

- ◆ Function space for the cocktail reception and the dinner/dance. Hotel has right to charge additional fees should the group require more space for the ceremony, reception and dinner/dance functions addition to the confirmed space on the contract. Each function time to be confirmed in the Function Agenda clause of the contract.
- ◆ Dance floor with colored track lighting, tables and chairs, risers for the band/DJ, head table, and cake table.
- ◆ Tables for gifts, place cards and guest book.
- ◆ Skirted Buffet tables, chafing dishes, sternos, serving utensils.
- ◆ (3) Color choices of linen, silver, china and glassware for all tables
- ◆ House centerpieces with votive candles and mirror tiles.
- ◆ Complimentary cake cutting
- ◆ Banquet Captain and staff dedicated solely to the event
- ◆ Non alcoholic beverages including soft drinks, iced and hot tea, regular and decaffeinated coffee will be provided for the cocktail reception and dinner reception. Other Functions that require food and beverage will be at an additional cost.
- ◆ Complimentary event web page and direction/reservation cards for invitations
- ◆ Complimentary room for the bride and groom for the evening of the event. The evening prior would be at a discounted rate based on the availability.
- ◆ Special room rates for overnight guests based on the availability. This will be handled through our sales office.
- ◆ The hotel will provide a staging area for the caterer's food set-up.
- ◆ Room available until midnight. Each additional hour is \$1000.00 plus taxes and service charge.

\$50.00 Per Person

Subject to a 22% Service Charge and Applicable Sales Tax



GENERAL INFORMATION & SERVICES

Location

The Fairview Park Marriott in Falls Church, Virginia, is situated in a beautifully landscaped, park-like setting, with jogging paths through the woods and around a lake. With Ronald Reagan National Airport just 12 miles away, and Dulles International Airport 16 miles away, this premier hotel is the perfect location when traveling to this Northern Virginia area. A complimentary shuttle is available to Washington's Metro rail system, providing unlimited options for exploring in the Washington area..

Accommodations

This premier 388 room hotel offers a full health club and indoor/outdoor pool to relax and rejuvenate while in the Falls Church area. Tyson's Corner Center, one of the East Coast's largest shopping malls, is nearby, with over 250 stores. With luxurious guestrooms and hallmark Marriott service, business and leisure travelers alike will experience a wonderful stay at the Fairview Park Marriott.

Guaranteed Guest Attendance

It is requested that the Catering Sales Office be notified of the exact number of guests attending a function at least 72 hours prior to the party. This will be considered a guarantee for which you will be charged. Dietary substitutions are available upon request.

Audio-Visual Equipment

State-of-the-art audio-visual equipment and lighting can be arranged through our Event Technology Department.

Alcoholic Beverages

The sale and service of all alcoholic beverages is regulated by the Virginia State Liquor Commission. Fairview Park is responsible for the administration of those regulations. No alcoholic beverages may be brought into the hotel for a banquet function.

Decorations

Decorations or displays brought into the Conference Center must be approved prior to arrival. Items may not be attached with nails, staples, tape or any other substance in order to prevent damage to the fine fixtures and furnishings. No open flame inside ballroom.

Entertainment

Your Event Manager will be happy to assist you with your entertainment needs.

Security

Fairview Park shall not assume responsibility for damage or loss of any merchandise or articles brought into the hotel.

Prices

All food, beverage and audio visual prices are subject to a 22% service charge and a 5% sales tax.



**FOOD PREPARATION WAIVER AND INDEMNIFICATION AGREEMENT
FAIRVIEW PARK MARRIOTT HOTEL**

HOTEL POLICY

It is the policy of this Hotel to discourage Hotel patrons from purchasing food from sources other than the Hotel, using the Hotel kitchen facilities to prepare food or to prepare and serve food to other Hotel guests. Improper handling of food may lead to food poisoning and other health hazards. However, the hotel recognizes that for religious, or other special reasons a Hotel patron may have, it may be necessary to permit such purchase, preparation and service. In the event that a patron insists on purchasing, preparing and serving food by other than hotel employees, the Hotel may allow such service only if such patron acknowledges, by its signature below, its agreement to accept the responsibility and abide by the terms set in this agreement.

WAIVER

Patron agrees to waive any claim for damages of any nature and release the hotel, its owner, Marriott Corporation, its subsidiaries, affiliates, officers, employees and agents from any liability or responsibility whatsoever for any ill effect, injury, or loss incurred by patron or any third party including all manner of actions, causes of action, suits, debts, damages or claims and demands of any preparation or service of food at the Hotel.

INDEMNIFICATION

Patron agrees to indemnify, defend and hold harmless the Hotel, its owner, Marriott Corporation, its subsidiaries, affiliates, officers, employees and agents from and against all liability, claims, suits, demands, damages, judgments, costs and expenses to which any of the above-named parties may be subject by reason of any claim for, any injury to, or death of any person or persons, or for damages to property or otherwise arising from or in connection with Patron's purchase, preparation or service of food at the Hotel.

OPERATION OF KITCHEN FACILITIES

Patron agrees that its employees and agents will follow the rules, directions and instructions of the Hotel kitchen staff. If the Hotel determines that the Patron is using the kitchen facilities in a dangerous manner, it may immediately revoke Patron's privileges to use the kitchen facilities. In the event Patron damages any of the kitchen equipment, Patron agrees to promptly pay for all costs of repair or replacement of the damaged kitchen equipment.

PATRON'S ACKNOWLEDGMENT

Patron's signature below indicates that Patron has read and understands this Agreement and agrees to its contents. Patron also acknowledges that the person signing on behalf of Patron is authorized to bind Patron to the terms of this Agreement.

Name of Caterer: _____ Dated: _____, 2____

Organization: _____ Title: _____

Signature of Wedding Contact in agreement with the above waiver: _____



BEVERAGE ARRANGEMENTS

Unlimited Open Bar

Serving Top Shelf or Premium Well Liquors, Beers and Wines
Assorted Soft Drinks and Appropriate Mixers

Top Shelf

\$16.00 per person for the first hour
hour
\$10.00 per person for each additional hour
additional hour

Premium Well

\$14.00 per person for the first
hour
\$8.00 per person for each
additional hour

Host Bar Service

Drinks for Top Shelf and Premium Well Service are Charged
Per Consumption with Applicable Service Charge and Tax
Bartenders are \$100.00 each

	Top Shelf	Premium Well
Cocktails	\$6.50	\$6.00
Beer (Imported)	\$5.50	\$5.50
Beer (Domestic)	\$5.00	\$5.00
Wine	\$6.00	\$6.00
Mineral Water	\$3.50	\$3.50
Soft Drinks \$3.00	\$3.50	\$3.50

Bar Liquors

Liquors

Vodka
Rum
Bourbon
Gin
Scotch
Blended Whiskey
Tequila

Top Shelf

Absolut
Captain Morgan
Jack Daniels
Tanqueray
Johnnie Walker Red
Crown Royal
Sauza Hornitos

Premium Well

Smirnoff
Bacardi
Maker's Mark
Beefeater
Grant's
Canadian Club
Jose Cuervo

Gold

Brandy/Cognac

Courvoisier V.S.O.P

Korbel

Beers

Domestic
Imported

Budweiser, Samuel Adams, Miller Lite, O'Douls
Amstel Light, Heineken, Corona, Bass Ale

Premium Well Cash Service

Cash Bar Prices Include Service Charge and Tax
Bartenders and Bar Cashiers are \$100.00 Each

Cocktails	\$6.00
Beer (Imported)	\$5.25
Beer (Domestic)	\$4.75
Wine	\$6.50
Mineral Water	\$3.50



Soft Drinks

\$3.00

We Recommend One Bartender Per 75 Guests for All Types of Bars
A 22% Taxable Service Charge and 5% Sales Tax will apply to all food and beverages.
Menu Prices, All Service Charges and Sales Taxes are subject to change.

Wine Selections

Champagne and Sparkling Wines

Segura Viudas Brut Aria Cava
\$32.00

\$24.00

Mumm Cuvee Napa

Gloria Ferrer Blanc de Noirs
\$65.00

\$34.00

Piper Heidsieck Brut

Blush & White Wines

Blush & Fruit Wines

*Light and Fruity to Slightly Sweet
Dry*

Beringer White Zinfandel
\$34.00

\$25.00

Robert Mondavi

Chateau Ste. Michelle Riesling
\$58.00

\$32.00

Frei Brothers

Red Wines

Pinot Noir

Light and Fruity to Medium-Bodied and

White Specialties

*Light and Dry to Medium-Bodied and Dry
Moderate Tannin*

Campanile Pinot Grigio
\$28.00

\$30.00

Penfold's Rawson's Retreat

Casa Lapostolle Sauvignon Blanc
\$32.00

\$32.00

Robert Mondavi

Beaulieu Vineyard Sauvignon Blanc
\$30.00

\$29.00

Meridian

Brancott Sauvignon Blanc Reserve
\$34.00

\$36.00

Rosemount Estate

Rutherford Hill
\$62.00

Chardonnay

Light and Dry to Rich with Oak Aging

Cabernet Sauvignon

Medium-Bodied and Dry to Rich and

Marriott®

FAIRVIEW PARK

Quite Dry

Penfolds Rawson's Retreat	\$28.00	Robert Mondavi
\$33.00		
Georges Duboeuf Macon - Villages	\$34.00	Meridian
\$30.00		
Beaulieu Vineyards	\$30.00	Rosemount Estate
\$34.00		
Clos du Bois	\$37.00	Estancia
\$47.00		
Beringer Chardonnay Founder's Estate	\$40.00	Rutherford Hill
\$60.00		
		Penfold's Bin 407
\$54.00		

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