

Events by SpringHill Suites

SpringHill Suites by Marriott® Gaithersburg
9715 Washingtonian Boulevard • Gaithersburg, MD 20878
t (301) 987 0900 • f (301) 987 0500 SpringHillSuitesGaithersburg.com
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Space • Light • Inspiration™

Welcome

Welcome to the SpringHill Suites Gaithersburg!

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 SpringHill Suites. 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,

SpringHill Suites Events Team

Breakfasts

The Continental | \$10.50

Chilled Orange, Apple, and Cranberry Juices
Danish, Muffins, and Croissants with Preserves and
Butter, Seasonal Sliced Fruit,
Regular and Decaffeinated Coffees, Bottled Water,
and Assorted Herbal Teas

***The Breakfast Buffet | \$14.50**

Assorted Chilled Orange, Apple, and Cranberry
Juices, Seasonal Fruit Display, Yogurt Selections,
Assorted Breakfast Breads and Pastries (Butter and
Preserves), Scrambled Eggs
Oatmeal with Fruit Accompaniments, Cold Cereals
with Milk, Regular and Decaffeinated Coffees

**For this breakfast all meeting attendees must
utilize the restaurant buffet located
outside of the meeting room.*

Breaks

Beverages Only | \$6.50

Bottled Water, Regular and Decaffeinated Coffees,
Assorted Herbal Teas, and
Choice of Fruit Juices or Soft Drinks

Afternoon Break- A | \$8.50

Cookies and Brownies OR
Whole Fresh Fruit
Regular and Decaffeinated Coffees, Assorted Herbal
Teas, Bottled Water and Soft Drinks

Afternoon Break- B | \$10.50

Cookies and Brownies AND
Whole Fresh Fruit
Regular and Decaffeinated Coffees, Assorted Herbal
Teas, Bottled Water and Soft Drinks

Lunch

Buffet Luncheons

Sandwich Buffet | \$19.00

An assortment of our most popular sandwiches including freshly roasted turkey breast, smoked turkey, marinated chicken breast, corned beef, extra lean pastrami, roast beef, roast brisket of beef, kosher salami, baked ham, cheese, chicken salad and tuna salad

Deli Platter | \$19.00

A masterful display of assorted sliced deli meats including freshly roasted turkey breast, smoked turkey, marinated chicken breast, corned beef, extra lean pastrami, roast beef, roast brisket of beef, kosher salami, baked ham
With Swiss, muenster, cheddar and havarti cheeses served with your choice of two side selections, sliced tomato, kosher pickles, ripe olives, and an assortment of freshly baked breads and rolls

Hye Roller Buffet | \$19.00

Oversized stuffed wraps with your choice of Freshly roasted turkey, maple ham roast beef or vegetarian, Served with two side selections and kosher pickles

Lunch

Fajita Buffet | \$21.00

Choice of beef, chicken or veggie fajitas
Served with Mexican rice, refried beans, salsa,
tortilla chips and soft flour tortillas

Homemade Lasagna | \$21.00

Choice of meat, chicken or vegetarian lasagna
Served with our own Caesar salad
and garlic bread

The Designer Lunch

Baked Ziti | 21.00

Layers of ziti pasta, extra lean ground steak,
marinara sauce and a blend of ricotta, mozzarella
and parmesan cheeses with fresh herbs

Chicken Breast w/ Herb Stuffing | \$21.00

A generous portion of tenderized chicken with
stuffing prepared with a blend of sautéed
vegetables and fresh herbs

Mixed Grill | \$27.00

Char-broiled boneless chicken breast, flank
steak and jumbo gulf shrimp served over a bed
of rice pilaf

Lunch

Chicken Cordon Bleu | \$21.00

Boneless chicken breast stuffed with maple ham and imported Swiss cheese, then lightly breaded and baked+ to a golden brown

Chicken Oscar | \$21.00

Boneless chicken breast, topped with jumbo lump Maryland crab meat, tender asparagus spears and drizzled with hollandaise sauce

Lemon Pepper Pasta & Chicken | \$21.00

Strips of boneless chicken breast over lemon pepper linguine topped with a cream sauce laced with Riesling wine

Herb Crusted Salmon | \$21.00

A generous portion of center cut fresh salmon filet rolled in a blend of Dijon mustard and a blend of delicate fresh herbs and seasonings

Jumbo Lump Crab Cake | \$30.00

Jumbo lump Maryland crab meat with no filler added blended with our special herbs and seasonings (subject to change seasonally)

Lunch

Ravioli | \$21.00

A blend of spinach and sun dried tomato
Ravioli served with your choice of marinara
or Alfredo sauce

Kebabs | \$20.00

Beef, Chicken and/or Shrimp (add \$2.00 per person)
Served with rice pilaf

Pulled Barbecue | \$20.00

Beef, Chicken or Pork
Served with barbecued baked beans, cole slaw
and our homemade deli chips

Lunch entrees include a choice of salad & one side.

*Plated menu options are available upon request for
an additional \$5 per person.*

Lunch

Entrée Salads

Oriental Chicken Salad | \$19.00

Thin sliced grilled marinated chicken with water chestnuts, sugar snap peas, orange segments, rice noodles, fresh ginger and toasted almond and sesame seeds served with our special dressing

Cobb Salad | \$19.00

A generous portion of marinated and grilled julienne chicken breast with crumbled bacon and blue cheese, tomato red onion, sliced cucumber, ripe olives and homemade croutons served on a bed of crisp greens

Chef Salad | \$19.00

Fresh tossed salad with julienne fresh roasted turkey breast and maple ham, topped with shredded Monetary Jack and cheddar cheeses, ripe olives and hard-boiled egg

Italian Chef Salad | \$19.00

Genoa salami, pepperoni, Capicola ham and provolone cheese served over a bed of crisp greens

Lunch

Chicken Caesar Salad | \$19.00

Chopped leaves of fresh romaine lettuce hearts, grated Parmesan cheese, and homemade croutons. Tossed with our special Caesar dressing

Shrimp Caesar Salad | \$20.00

Crisp leaves of romaine lettuce tossed with fresh grated parmesan cheese, homemade crouton, topped with grilled marinated jumbo shrimp. Tossed with our special Caesar dressing

Salad Nicoise | \$20.00

Solid white albacore tuna, fresh green beans, red bliss potatoes, plump, juicy tomatoes, ripe olives and hard boiled eggs. Served with our zesty vinaigrette dressing

Fajita Salad | \$20.00

Tender strips of marinated chicken or flank steak, fresh diced tomato, scallions, guacamole, sour cream and a blend of shredded cheddar and Monterey Jack cheeses over a bed of fresh crisp greens with ranch dressing. Served with fresh salsa and tri colored tortilla chips

Lunch

Side Items

Enhance your buffet with an additional side item!

Salads

Mixed Green Salad

Caesar Salad

(tossed with our special Caesar dressing)

Mescaline and Pear Salad with Roquefort Cheese

Tomato and Fresh Mozzarella Salad

(served with extra virgin olive oil and balsamic vinegar)

Sides

Potato Salad

Cole Slaw

Homemade Deli

Chips

Vegetable Pasta Salad

Green Beans Almandine

Butternut Squash

Roasted Marinated Vegetables

Mediterranean Couscous

Roasted New Potatoes

Redskin Mashed Potatoes

Sweet Potato Soufflé

Lunch

Desserts | \$5.00

Priced per person

Cookies and Brownies

An assortment of chocolate chip brownies, blondies and fresh baked mini chocolate, sugar and peanut butter cookies

Yogurt Loaf

Assorted Pies

Apple, pecan, banana cream, chocolate cream or strawberry cream

Bread Pudding

Miniature French Pastries

Tortes

(Black Forest, White, Dark or Marble Mousse, Strawberry Shortcake, Tiramisu)

New York Cheesecake

Reception

Appetizers and Hors D'oeuvres

One Dozen Minimum

Passed hors d'oeuvres available upon request

Scallops Wrapped in Bacon | \$18.00

Plump, tender bay scallops delicately seasoned with a touch of herbs and spices, lemon and garlic wrapped in hickory smoked bacon

French Brie | \$18.00

Baked with raspberry jam and blended with toasted almonds and raspberry jam then wrapped in a phyllo bundle

Jumbo Lump Crab Cakes | \$32.00

Jumbo lump Maryland crab meat with no filler added blended with our special herbs and seasonings

Stuffed Mushroom Caps | \$21.00

Tender mushroom caps filled with jumbo lump Maryland crab blended with our special seasonings

Coconut Shrimp | \$27.00

Lightly breaded shrimp coated with toasted coconut

Reception

Shrimp Cocktail | \$24.00

Jumbo gulf shrimp chilled and served with our zesty cocktail sauce

Chicken Tenders | \$15.00

Marinated strips of chicken breast battered with our special blend of seasonings

Spanikopita | \$15.00

Fresh spinach and feta cheese wrapped in hand stretched phyllo dough

Rumaki | \$15.00

Fresh chicken livers and water chestnuts sprinkled with ground nuts and wrapped in bacon

Mini Quiche | \$18.00

Only the finest ingredients- heavy sweet cream, fresh whole eggs, Imported Swiss cheese and rare herbs and spices fill our open pastry shell

Sweet and Sour Meatballs | \$12.00

Extra lean ground steak blended with herbs and seasonings served with our sweet and sour sauce

Reception

Beef Wellington | \$24.00

All butter puff pastry dough wrapped around a piece of perfectly seasoned filet mignon

Prosciutto and Mozzarella | \$24.00

Prosciutto ham filled with fresh eggplant and mozzarella cheese, seasoned with fresh Italian seasonings, then lightly breaded

Artichoke Hearts with 3 Cheeses | \$18.00

Cream cheese, goat cheese and parmesan cheese, stuffed into a quartered artichoke heart, then lightly breaded

Spring Rolls | \$12.00

Filled with garden fresh vegetables served with plum and duck sauces

Technology

VCR or DVD w/26" TV/Rolling Stand | \$132.50

Flipchart Easel w/pad & markers | \$25.00

XGA LCD Data Projector | \$150.00 - \$200.00

Tripod Display Easel, Deluxe | \$10.00

Whiteboard, 3'x4' /Display Easel | \$25.00

Conference Phone "Polycom" Type | \$100.00

Audio Microphone

Regular | \$20.00

"Lapel" Wired | \$30.00

Screen | \$20.00 - \$60.00

(varies by size)

For a complete listing of audio visual equipment available for rent, please consult your sales manager.

Considerations

General Information and Policies

Menu pricing is subject to change.

Menu pricing is per person unless otherwise noted. printed menus are for general reference; our staff is happy to customize menus to meet your specific needs.

All meeting room, food and beverage and relative services are subject to 5% state sales tax and 20% services charge.

Guarantees

Please confirm guaranteed number of attendees 3 business days prior to your event.

The expected number will act as the final guarantee number if the guarantee number is not received.

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.