



## CATERING MENU

2070 Newport Boulevard • Costa Mesa, CA 92627  
949-631-6000 • [www.hiexpress.com/costamesa-bch](http://www.hiexpress.com/costamesa-bch)

# WELCOME

Dear Guest,

Special occasions, big meetings, celebrations—at Holiday Inn Express & Suites Costa Mesa we know how important they are, and we know how to make them rewarding and memorable.

Please take a moment to look over our catering menu. You'll find plenty of choices, complemented by our knowledgeable and attentive staff professionals who are committed to creating a successful event for you and your guests. If you have any questions, please do not hesitate to contact me.

Thanks for making us a part of your plans. And welcome to Holiday Inn Express & Suites Costa Mesa!

Aloha Gonzales

Director of Catering



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# BREAKFAST BUFFET

## CONTINENTAL

14.00 per person

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Whole Fruit  
Regular and Decaffeinated Coffee  
Hot Tea Selections

## CALIFORNIAN

18.00 per person

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Individual Boxed Cereal with 2% Milk  
Whole Fruit  
Regular and Decaffeinated Coffee  
Hot Tea Selections

## EXECUTIVE

21.00 per person

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Whole Fruit  
Scrambled Eggs  
Breakfast Potatoes  
Crispy Bacon or Sausage Links  
Regular and Decaffeinated Coffee  
Hot Tea Selections



A twenty-one percent service charge and applicable state sales tax will be added to all food and beverage arrangements.



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# REFRESHMENTS



**ESSENTIAL SIPS** 10.00 per person  
Unlimited – Refreshed Throughout the Day

Regular & Decaffeinated Coffee  
Herbal Tea Selection  
Bottled Water  
Assorted Soft Drinks

**COFFEE** 40.00 per gallon

**ICED TEA** 40.00 per gallon

**LEMONADE** 40.00 per gallon

**HOT HERBAL TEA** 30.00 per gallon

**ENERGY DRINKS** 5.00 each

**VITAMIN WATERS** 4.00 each

**ASSORTED JUICE** 4.00 each

**ASSORTED SOFT DRINKS** 3.00 each

**SPARKLING WATER – 11 oz** 3.00 each

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# LUNCH BUFFET

## BISTRO I

22.00 per person

Choice of (2) Two Sandwiches:  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
House Made Potato Chips  
Freshly Baked Chocolate Chip Cookies  
Regular and Decaffeinated Coffee  
Iced Tea or Lemonade

## BISTRO II

26.00 per person

Choice of (2) Two Sandwiches:  
Potato or Pasta Salad  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
House Made Potato Chips  
Freshly Baked Brownies  
Assorted Soft Drinks  
Regular and Decaffeinated Coffee  
Iced Tea or Lemonade

## Italian

28.00 per person

Romaine Lettuce with Roasted Red Peppers,  
Pepperoncini's, Kalamata Olives, Garlic Croutons with  
Italian Dressing  
Garlic Bread Sticks  
Chicken Parmesan  
Tri-color Cheese Tortellini with Choice of Alfredo or  
Marinara  
Mini Cannoli  
Assorted Soft Drinks  
Regular & Decaffeinated Coffee



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***\*Minimum of 10 people required for buffet***



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# BOXED LUNCH



A twenty-one percent service charge and applicable state sales tax will be added to all food and beverage arrangements.

## BOXED LUNCH #1 18.00 per person

Choice of (1) One Sandwich:  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
(1) Bag of Chips  
(1) Freshly Baked Chocolate Chip Cookie  
Regular and Decaffeinated Coffee

## BOXED LUNCH #2 22.00 per person

Choice of (2) Two Sandwiches *with a pre-count*:  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
(1) Bag of Chips  
(1) Freshly Baked Chocolate Chip Cookies  
(1) Bottled Water  
Regular and Decaffeinated Coffee

## BOXED LUNCH #3 24.00 per person

Potato or Pasta Salad  
Choice of (1) One Sandwich:  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
(1) Bag of Chips  
(1) Freshly Baked Chocolate Chip Cookies  
(1) Soda  
Regular and Decaffeinated Coffee



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# SIGNATURE MEETING PLANNER PACKAGES

## PACKAGE #1

22.00 per person

### CONTINENTAL BREAKFAST

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Whole Fruit  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Regular and Decaffeinated Coffee  
Hot Tea Selections

### MID – MORNING REFRESH

Regular and Decaffeinated Coffee  
Hot Tea Selections

### AFTERNOON BREAK

Chef's Selection of Dessert  
Lemonade or Iced Tea

## PACKAGE #2

24.00 per person

### CALIFORNIAN BREAKFAST

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Individual Boxed Cereal with 2% Milk  
Whole Fruit  
Regular and Decaffeinated Coffee  
Hot Tea Selections

### MID – MORNING REFRESH

Regular and Decaffeinated Coffee  
Hot Tea Selections

### AFTERNOON BREAK

Chef's Selection of Dessert  
Lemonade or Iced Tea

## PACKAGE #3

26.00 per person

### EXECUTIVE BREAKFAST

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Whole Fruit  
Scrambled Eggs  
Breakfast Potatoes  
Crispy Bacon or Sausage Links  
Regular and Decaffeinated Coffee  
Hot Tea Selections

### MID – MORNING REFRESH

Regular and Decaffeinated Coffee  
Hot Tea Selections

### AFTERNOON BREAK

Chef's Selection of Dessert  
Lemonade or Iced Tea



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# SAPPHIRE MEETING PLANNER PACKAGE

MINIMUM OF 10 PEOPLE PER PACKAGE INCLUDES ROOM RENTAL



## SAPPHIRE PACKAGE

48.00 per person

### CONTINENTAL BREAKFAST

Assorted Juices  
Assorted Muffins and Breakfast Pastries  
Whole Fruit  
Bagels and Cream Cheese  
Toast, Butter & Fruit Preserves  
Regular and Decaffeinated Coffee  
Hot Tea Selections

### BEVERAGE BREAK

Assorted Soft Drinks  
Bottle Water  
Regular and Decaffeinated Coffee  
Hot Tea Selections

### BOXED LUNCH

Potato or Pasta Salad  
Choice of (1) One Sandwich:  
Turkey with Lettuce, Cheese & Tomato  
Ham & Swiss  
Chicken Salad  
Veggie Wrap  
(1) Bag of Chips  
(1) Freshly Baked Chocolate Chip Cookies  
(1) Soda  
Regular and Decaffeinated Coffee

### AFTERNOON BREAK

Individual Bags of Trail Mix  
Assorted Granola Bars  
Bottle Water  
Regular and Decaffeinated Coffee  
Hot Tea Selections

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# BREAKS

## REFRESHER

12.00 per person

Vegetable Crudities with Italian and Ranch Dipping Sauce  
Fresh Seasonal Fruit and Berries  
Bottled Water (Sparkling & Still)  
Regular & Decaffeinated Coffee

## SIMPLY CHOCOLATE

14.00 per person

Freshly Baked Chocolate Chip Cookies & Brownies  
Assorted Chocolate Bars  
Assorted Soft Drinks  
Regular & Decaffeinated Coffee

## HALF TIME

16.00 per person

Chex Mix  
Buttered Popcorn  
Cracker Jacks  
Pretzels  
Assorted Candy Bars  
Soft Drinks  
Bottle Water (Sparkling & Still)



## HEALTHY BREAK

14.00 per person

Hard Boiled Eggs  
Assorted Individual Yogurts  
Individual Trail Mix  
Bottled Water (Sparkling & Still)  
Vitamin Water

## SOUTHWEST

14.00 per person

Fresh Made Guacamole and Salsa with Home Made Tortilla Chips  
Fresh Seasonal Fruit with Tajin Seasoning  
Sweet Cinnamon Crisps (Buñelos)  
Assorted Soft Drinks  
Regular & Decaffeinated Coffee

## ENERGIZE

16.00 per person

Assortment of Protein Bars  
Individual Packs of Trail Mix  
Snickers Bar & M&M's  
Assorted Soft Drinks  
Energy Drink Selection  
Regular & Decaffeinated



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# BREAKS A LA CARTE



ASSORTED BAGELS with Butter & Fruit Preserves	32.00 per dozen
ASSORTED MUFFINS	32.00 per dozen
FRESHLY BAKED COOKIES	32.00 per dozen
FRESHLY BAKED BROWNIES	32.00 per dozen
DESSERT BARS Pecan Chocolate Chunks, Meltaway, Raspberry Tango, and Luscious Lemon Bar	34.00 per dozen
INDIVIDUAL BAG OF CHIPS	2.00 each
CANDY BARS	3.00 each
GRANOLA BARS	3.00 each
PLANTERS TRAIL MIX SNACK PACKS	3.00 each
PROTEIN BARS	4.00 each

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# AUDIO VISUAL



LCD Projector Package	125.00
LCD Projector with Drop Down Screen	
LCD Projector	100.00
Drop Down Screen	25.00
Polycom (Conference Phone)	150.00
Phone Line	50.00
Flip Chart Paper, Easel, & Markers	50.00
Easel	20.00
White Board 2' x 3'	50.00
Power Strip	15.00
Extension Cord	15.00
Wireless Presentation Clicker	20.00

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# GENERAL INFORMATION

Menu items are subject to change without notice

Your Catering Event Manager will confirm menu and pricing with you

**Guarantees:** The guaranteed attendance is due by 10 a.m. 3 business days prior to the function. After this time the guarantee may be increased, but not lowered. Should the guaranteed number not be received at the above time and date, the expected numbers from the contract will become the guaranteed number. Each event will be set for 3% above the guaranteed number. In the event the function should cancel within 3 business days, the expected number or the guaranteed number is the greater will apply.

**Payment:** The hotel does not accept payment upon conclusion. Your total estimated charges must be pre-paid unless credit has been established with the hotel.

**Food & Beverage:** All food & beverage, including alcohol must be purchased through the hotel and served only by hotel staff. The hotel will make every effort to adjust menus to conform to religious or dietary preferences. No food or beverage, alcoholic or otherwise, shall be brought into the hotel by the patron or attendees from outside sources without special permission of the hotel. The hotel reserves the right to make a charge for such services.

**Allergies and Dietary Concerns:** For those with special dietary requirement or allergies who may wish to know about the food ingredients used, please speak to your Holiday Inn Express & Suites Costa Mesa Director of Sales or contact person.

**Split Menus:** If split menus are requested, the appetizer, vegetable and dessert will be the same for all guests. The cost of the higher priced entrée will be charged.

**Banquet Room Set-up:** Banquet seating is provided at rounds of 8.

**Room re-sets:** If the room set –up is changed within 24 hours of the event there will be an additional labor fee. The fee will be a minimum of \$150.00 but will increase depending on the complexity of the change(s).



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# GENERAL INFORMATION

## CONTINUED

**Service Charge & Sales Tax:** A 21% taxable service charge and applicable state tax will be added to all meeting rooms, food & beverage, audio visual, additional labor and set-up fees. The 21% service charge is subject to current state sales tax (California state board of equalization regulation no. 1603) service charge and state sales tax are subject to change without notice.

**Labor Charges:** Bartenders, carvers and station attendants are available at a \$150.00 each per 4-hour shift. Overtime rate beyond each 4 hour shift is \$50.00 for each addition hour. Should extra server be requested above the normal staffing levels, the fee will be \$150.00 per server for a 4 hour shift. Labor fees are subject to California state sales tax.

**Decorations/Signage:** The hotel will not permit the affixing to the walls or ceiling of rooms without written approval from the catering office. Arrangements for floral centerpieces, special props and decoration may be made through our catering department. All decorations must meet with the approval of the Irvine Fire Department. In order to maintain the ambiance of the hotel, all signs must be professionally printed; no handwritten signs are allowed. Signage is permitted in the private event space, must meet traffic flow and safety guidelines.

**Security:** The Hotel may require security officers for certain events. Security companies that have workmen's compensation and liability insurance policies of \$2,000,000 or more in effect only are allowed on the property. The hotel strictly enforce a "no weapon" policy for all security functions on the property.

**Audio Visual and Electrical:** A complete line of audio visual aids are available through your Event Manager. They can arrange equipment rental for you. Electrical needs exceeding existing 120-volt/20-amp wall plug service must be arranged in advance and will require additional charges.

**Parking:** Complimentary self-parking for your guest in our parking lot –park at your own risk Hotel is not liable for any damages or personal items.



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