

CATERING MENU

meetings & events

2020

BIEN **VENUE**
EVENT CENTER

meetings & events menu

BREAKFAST

BREAK

LUNCH

DINNER

BEVERAGE

HOTEL INFORMATION

Catering Menu for Meetings & Events

Holiday Inn and Bien Venu Event Center
7400 Hudson Rd | Cedar Falls, IA 50613
319-260-2600 | www.bienvenuevents.com

[contact a sales manager](#)

meetings & events menu

BREAKFAST

- Plated Selections
- Action Stations
- Buffet Selections
- + enhancements
- + raise the bar

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Breakfast Selection

Plated
Selections ➤

\$13.00 - \$17.00

Action
Stations ➤

\$16.00 - \$20.00

Buffet
Selections ➤

\$13.00 - \$18.00

All prices are subject to a taxable 20% service charge

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Plated Selections

All breakfasts include orange juice, coffee, and assorted muffins.

ALL AMERICAN \$14

Scrambled eggs, smoked bacon, herb roasted potatoes, and a fruit cup.

PANTHER \$16

Mascarpone stuffed French toast, Grand Marnier syrup, sausage links, cheddar and vegetable frittata, potatoes O'Brien.

HEALTHY START \$14

Mixed fruit parfait, egg white and Swiss frittata, turkey sausage and oven roasted potatoes.

STEAK & EGGS \$17

6oz bistro steak, scrambled eggs, grilled asparagus, russet-yam hash.

BISCUITS & GRAVY \$13

Warm buttermilk biscuits and sausage gravy, grilled ham, and cheesy hash browns.



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Action Stations

OMELET STATION \$18

Your favorite toppings of ham, sausage, green peppers, onions, tomatoes, mushrooms, spinach, assorted cheeses, and salsas in made to order omelets and served with hash browns.

MADE TO ORDER BURRITOS \$16

Scrambled eggs, green chili, sausage, salsas, sautéed peppers and onions in a warm flour tortilla served with hash browns.

BUILD YOUR OWN BENEDICT \$20

Variety of breads, smoked ham, spinach, sliced onion, roasted tomatoes, hollandaise, choice of egg style and hash browns.



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Buffet Selections

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PANTHER \$16

French toast, sausage patties, fresh fruit, cheesy scrambled eggs, potatoes O'Brien, Whipped butter, and warm maple syrup.

CONTINENTAL \$13

Assorted breakfast breads and pastries, fresh fruit with berries, assorted yogurt, and breakfast bars.

VALLEY BUFFET \$17

Bacon, sausage, scrambled eggs with mild Pico de Gallo, herb roasted potatoes and fresh seasonal fruit.

IOWA RISE AND SHINE \$17

Scrambled eggs, buttermilk biscuits and gravy, country ham, bacon and chive hash browns, and fresh seasonal fruit.

GRAVLAX \$18

Smoked salmon, whipped cream cheese, bagels scrambled eggs, sliced onions, capers, and potato latkes.



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Enhancements

**STEEL CUT OATS, BROWN SUGAR,
DRIED FRUITS** \$3 PER PERSON

BOILED EGGS \$2 PER PERSON

TURKEY SAUSAGE \$3 PER PERSON

TURKEY BACON \$5 PER PERSON

PANCAKES OR FRENCH TOAST \$4 PER PERSON



Raise the Bar

BARTENDER FEE \$125

**MIMOSA BREAK WITH
CHAMPAGNE OR MOSCATO
AND ORANGE GARNISH**
\$6 PER DRINK

meetings & events menu

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Break Selections

Bien Venu Break Selections ➤

\$2.00 - \$30.00

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Break Selections

HYDRATION STATION \$2 PER ITEM

Enjoy bottled waters, sports drinks, ice tea and assorted coke products.

BIEN VENU HIGH TEA \$12 PER PERSON

Small bites sandwiches, including cucumber dill, tandoori chicken, smoked salmon cakes mini quiche, baby scones with whipped butter served with a selection of locally sourced teas.

COOKIE CUPBOARD \$25 PER DOZEN

Choose your chose of cookies from chocolate chip, sugar, oatmeal, peanut butter, candy pieces, lemon, or chocolate brownie. Add Individual chilled milk and almond milk (available by request) – \$2.00 per item.

FRESH BAKED \$30 PER DOZEN

Chef choice of homemade brownies and dessert bars with whipped cream and mixed berries.

CHIPS AND DIP \$8 PER PERSON

Corn tortilla chips with salsa and house made guacamole. Potato chips with sour cream dill dip. *(gluten-free)*

HEALTHY BREAK \$13 PER PERSON

Fresh vegetable crudité, hummus, green goddess dipping sauce, grilled naan. *(vegetarian)*

BUILD YOUR OWN TRAIL MIX \$10 PER PERSON

Array of nuts, seeds, chocolate, granola, dried fruits and popcorn. *(gluten-free)*

THE LAKES \$9 PER PERSON

Granola bars, individual yogurts, whole fruits, and berries. *(gluten-free)*

BAR FARE \$15 PER PERSON

Jalapeno poppers, chicken wings, and pepperoni flat breads. Served with appropriate accoutrements, raspberry dipping sauce, blue cheese dressing, and Parmesan cheese.

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Lunch Selections

Lunch Buffet Selections ➤

\$16.00 - \$24.00

Soup & Salad ➤

\$15.00

Box Lunches ➤

\$14.00

Plated Lunch Selections

\$16.00 - \$24.00

Entrées ➤

\$19.00 - \$24.00

Salad Entrées ➤

\$13.00 - \$18.00

Sandwiches & Burgers ➤

\$12.00 - \$13.00

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Cocktail
Hour



Displayed
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Buffet Selections

All lunches will include a coffee station, iced tea, and water.

PIZZAS AND FLATBREADS \$18.00

Variety of pizzas and flatbreads served with house salad, Italian and ranch dressings as well as pizza accoutrements.

Dessert: cannoli filled with whipped Mascarpone and dipped in chocolate chips.

BIEN VENU DELI SPREAD \$16.00

Turkey, ham, roast beef with cheddar, provolone, and pepper jack cheeses. Assorted breads including brioche bun, wheat, white, and hoagies. Included toppings are mayonnaise, Dijon mustard, horseradish, lettuce, tomato, onion. Served with kettle cooked chips, chef choice soup, and chef choice seasonal salad.

Dessert: assorted fresh baked cookies.

ALL AMERICAN COOKOUT \$22.00

Grilled Angus beef hamburgers, and BBQ chicken served with an assortment of brioche buns. Cheddar, provolone, pepper jack cheeses as well as lettuce, tomato, onion, and dill pickles. Included are Bein Venu baked beans and creamy potato salad.

Dessert: assorted dessert bars for your sweet tooth.
Add pulled pork – \$5.00

SOUTHWESTERN \$24.00

Ancho chili grilled chicken, green chili rubbed brisket, with warm flour tortillas, corn hard shells, sides include Spanish rice, refried beans, sautéed peppers and onions, shredded lettuce, tomato, cheese blend, cumin-lime crema as well as roasted tomato tortilla soup with avocado and lime wedges.

Dessert: Homemade sopapillas or polvorone

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Soups & Salads

Served with assorted rolls, butter, crackers.

SOUP & SALAD \$15.00 PER PERSON

Choose two soups and one salad

SOUPS

- Crab and corn chowder
- Italian wedding soup
- Tomato basil
- Minestrone
- Potato leek



SALADS

- **Fusilli pasta** salad with fire roasted squash, peppers, tomatoes, Italian vinaigrette.
- **South western** chopped with romaine lettuce, roasted corn, black beans, pico de gallo, chipotle ranch.
- **Melon and Berries** salad with seasonal melons and ripe berries with champagne vinaigrette.
- **Traditional House** of mixed greens, carrot curls, cucumber, tomato, French and ranch dressings.
- **Caesar** salad of chopped romaine, Reggiano, herb croutons, traditional Caesar dressing.

Dessert: assorted cookies and dessert bars.

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Box Lunches

All box lunches to include chips, bottled water and dessert, condiments and silverware are included in the box lunch.

TURKEY CLUB WRAP \$14.00
Roasted turkey breast, bacon, Swiss, greens, pesto aioli and diced tomato

ROAST BEEF SANDWICH \$14.00
White or wheat bread, lettuce, tomato, onion, cheddar cheese, and a horseradish cream sauce

HAM AND CHEESE \$14.00
White or wheat bread, smoked ham, cheddar cheese, lettuce, tomato, and onion

BUFFALO CHICKEN WRAP \$14.00
Breaded chicken tossed in buffalo sauce, greens, diced tomato, ranch dressing, and cheddar cheese



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Plated Entrées

All entrées include soup or salad, assorted rolls with butter, freshly brewed coffee station and iced tea.

SALADS

- **Garden Salad** – Mixed greens, diced tomato, cucumber, carrots
- **Spinach Salad** – Feta, spiced pecans, berries, poppyseed dressing
- **Caesar** – Romaine, Reggiano, herb croutons, Caesar dressing
- **Caprese** – Mixed greens, sliced mozzarella, seasonal tomatoes, fresh basil, balsamic dressing

SOUPS

- Iowa corn chowder
- Potato leek
- Tomato Basil
- Italian wedding

STEAK AND FRIES \$24.00

Certified Angus Beef sirloin, steak fries, sautéed mushroom and onions, A-1 compound butter.

SLOW COOKED BONELESS BEEF SHORT RIBS \$23.00

Roasted baby potatoes, green bean bundles, pearl onion demi-glace.

HERB ROASTED CHICKEN BREAST \$19.00

Whipped potatoes, steamed broccoli, wild mushroom sauce.

TERIYAKI GLAZED CHICKEN \$19.00

Basmati rice, stir fry vegetables.

GRILLED SALMON \$22.00

Sweet potato hash, roasted vegetable medley, dill chimichurri.

WILD MUSHROOM RISOTTO & SLOW COOKED MEATBALLS \$20.00

Tomato basil relish, Reggiano cheese.

PINEAPPLE-POBLANO GLAZED PORK LOIN \$20.00

Fire roasted brussels sprouts, whipped yams.

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Plated Salad Entrées

CHEF SALAD \$14.00

Mixed greens, turkey, ham, provolone, cheddar, boiled egg, tomatoes, cucumber.

GRILLED SALMON \$18.00

Mixed greens, cucumber tomato relish, grilled lemons.

BEIN VENU CHICKEN SALAD \$13.00

Tandoori chicken salad, on a bed of greens served with grilled naan bread.



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Sandwiches & Burgers

All Sandwiches include choice of creamy potato salad, Italian pasta salad or French fries

ANGUS BURGER \$13.00
Angus beef, sharp cheddar, lettuce, tomato, onion, on brioche bun, with dijonnaise.

TURKEY BURGER \$12.00
Swiss cheese, lettuce, tomato, onion, brioche bun, and pesto aioli.

FRENCH DIP \$12.00
Shaved roast beef, provolone, hoagie, au jus.

CUBANO \$13.00
Pulled pork, smoked ham, swiss cheese, dill pickle, dijonnaise, pressed on hoagie.



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Cocktail Hour

serves 25 guests

FROM THE GARDEN \$95.00

choice of three

- Grilled marinated artichoke, Parmesan wheel on a crostini
- Iowa Bruschetta, roasted sweet corn, Vidalia onion, fresh Basil, Frisian farms gouda
- Wood fired vegetables with quinoa, lemon-herb ricotta verrine
- Caprese skewers with heirloom tomato and lemon-basil
- Crispy Thai spring rolls with sweet chili sauce
- Spinach and mushroom phyllo cups with Boursin cheese and dried tomato aioli
- Ratatouille on focaccia toast, pecorino Romano
- Zucchini cakes, lemon chive aioli, smoked sea salt

FROM THE SEA \$95.00

choice of two

- Shrimp Ceviche verrine, tomato, lime, jalapeno
- Lump crab, sweet corn hushpuppies, lemon dill creme fraiche
- Smoke salmon mousse, crispy caper buds on European cucumber

FROM THE RANGE \$75.00

choice of two

- Chicken satay, sesame ginger
- Country ham, pineapple preserves, mini buttermilk biscuits
- Iowa pork and wild mushrooms meatballs, chive crema
- Steak skewers with roasted Poblano chimichurri
- Candied short rib with camembert on crostini

PREMIUM SELECTIONS \$120.00

choice of two

- Sesame seared Ahi tuna, ginger soy, on crisp wonton
- Iowa lamb meatballs, Parmesan-truffle aioli
- Crab stuffed mushrooms, heirloom tomato pesto
- Beef Wellington, mushroom duxelles and crisp prosciutto

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Displayed Specialties

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DOMESTIC AND INTERNATIONAL

CHEESE DISPLAY \$90.00

Cheese from local Iowa farms, French, Italian and Spanish cheeses, fresh and dried fruits, toasted nuts, fruit jams, assorted crackers.
Add Baked Boursin – \$15.00

CRUDITÉS \$75.00

Fresh and roasted seasonal vegetables
Including but not limited to cherry tomatoes,
Carrots, celery, cucumber, broccoli, ranch and
Green goddess dipping sauces.

BRUSCHETTA BAR \$85.00

Lemon herb ricotta, fresh mozzarella tomato
basil relish, roasted eggplant caponata, Crostini,
balsamic reduction.

DELICACIES FROM THE SEA \$125.00

Jumbo shrimp, sambal oelek cocktail sauce
Smoked salmon with pickled red onion, lemons,
capers, baguettes and grissini sesame seared
ahi tuna with wasabi and soy dipping sauce.

CHARCUTERIE SHOP \$120.00

Our selection of international and American cured
meats, including prosciutto, salami, capicola, served
with cornichons, marinated olives, whole grain
mustard, baguettes and grissini.

FRUIT DISPLAY \$75.00

Seasonal melon, berries, citrus, honey-vanilla dipping
sauce chef’s choice salad (peach, blueberry, mint).

VEGETARIAN SELECTIONS \$20.00

Tiki Masala over basmati rice with grilled naan bread
Angel Hair Pasta oven dried tomatoes, roast garlic,
fresh basil, Eggplant Parmesan lightly breaded, goat
cheese, olive tapenade, Vegetable noodles.

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Dinner Selections

Signature
Dinner
Buffet ➡

\$24.00 - \$32.00

For Kids ➡
\$8.00 - \$13.00

Served
Plated
Dinners ➡

\$22.00 - \$30.00

Strolling
Dinner
Station ➡

\$17.00 - \$28.00

Desserts ➡
\$3.95 - \$7.95

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Signature Dinner Buffet

All dinners to include freshly brewed coffee station, iced tea, and fresh bread and butter

CHOP HOUSE \$28.00

- Wedge salad of iceberg lettuce, cherry tomatoes, blue cheese crumbles, bacon lardoons
- Certified Angus Beef sirloin, grilled medium served with A-1 demi-glace
- Twice baked potato, Cheddar, chives, sour cream
- Steamed broccoli, Parmesan and cracked pepper
- Chocolate cake, Chantilly cream
- Add fresh seasonal fillets from the sea Market Priced (salmon, halibut, soft shell crab)



BIEN VENU BUFFET \$32.00

- Chicken francaise lightly breaded chicken breast finished in a crisp white wine sauce
- French onion roast sirloin topped with French onion au jus
- Steamed green beans topped with fire roasted tomatoes and garlic
- Au Gratin baby red potatoes in a bechamel sauce and topped with our cheese blend
- Fire roasted vegetable salad with mixed greens, roasted squash, zucchini, tomatoes and onions Dijon
- Vinaigrette
- Cream Brule with Chantilly cream
- French baguettes with whipped butter

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Signature Dinner Buffet *(continued)*

IOWA COOKOUT \$24.00

- Iowa pork loin roasted to perfection and topped with mop sauce
- Whipped potatoes with sour cream and chives
- Sliced cantaloupe
- Sweet corn and whipped butter
- Warm cinnamon rolls topped with an orange zest frosting
- Dinner rolls

Add Chicken Pot Pie – \$6.00

Slow cooked chicken breast in a traditional gravy and vegetables topped with puff pastry

FAR EAST \$24.00

- Teriyaki glazed chicken breast
- Stir fry vegetables lightly sautéed in sesame oil
- Basmati rice light fluffy long grain rice
- Grilled Naan bread lightly seasoned and grilled
- Sweet custard tarts small pastries filled with sweet custard
- Add Szechuan beef – \$5.00



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Signature Dinner Buffet *(continued)*

LITTLE ITALY \$26.00 max of 50 on the patio
Spend a night on the patio with freshly made to order pizzas. Brick oven pizzas and calzones choose 3 from the following:

PIZZAS

Margherita – fresh mozzarella, basil, Reggiano
Nonna’s – red base, Italian sausage, peppadew peppers, three cheese blends
David – naked herb roasted chicken, oven dried tomatoes, roasted garlic, three cheese blends
Classic – pepperoni red sauce, three cheese blends
Cheese – topped to perfection with our house blend of cheeses

CALZONES

Pepperoni – ricotta, red sauce, three cheese blends
Hawaiian – country ham, pineapple preserves, red sauce, cheese blend
Supreme – olives, peppers, Italian sausage, onions, red sauce, cheese blend

SALADS *choose one*
De Casa – mixed greens, tomato, carrot, cucumber, ranch and Italian
Caesar – chopped romaine, Reggiano, Caesar dressing
Greek – mixed greens, feta cheese, cucumber, kalamata olives, Greek goddess dressing

Focaccia bread Reggiano, extra virgin olive oil, Balsamic vinegar

Dessert: tiramisu, Chantilly cream

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For the Kids

FOR THE KIDS

Kids Plated Menu - \$8.00

- Chicken strips with French fries
- Cheese pizza and apple sauce
- Mini cheeseburgers with fries
- Grilled chicken breast with vegetables and ranch

My Size Buffet - \$13.00

- Chicken strips
- Mini Corn Dogs
- Mashed Potatoes
- Mac & Cheese
- Fresh Fruit



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Served Plated Dinners

All plated dinners to be served with a coffee station, iced tea, and dinner rolls with butter.

IOWA PORK CHOP \$25.00

Grilled to perfection served with Fire roasted baby potatoes, grilled asparagus, Wild mushroom ragout

LAMB CHOPS \$26.00

Pan roasted and cooked to medium rare served with Boursin risotto, wilted greens and a peppadew demi-glaze

PRIME RIB DINNER \$28.00-\$30.00 MARKET PRICE

Served medium rare, whipped potatoes, steamed asparagus, demi-glaze and horseradish cream

CHICKEN CACCIATORE \$24.00

Lightly breaded chicken breast topped with our hunters' sauce and served with buttered noodles and steamed broccoli

CHICKEN SUPREME \$22.00

Lightly breaded, served with grilled zucchini, scalloped potatoes and topped with supreme sauce

BEEF FILET \$26.00-\$28.00 MARKET PRICE

An 8oz grilled to perfection filet, served with ratatouille, Reggiano and herb polenta and topped with port wine reduction

ANGUS SIRLOIN \$28.00

Grilled to perfection, gouda whipped potatoes, bearnaise sauce, brown sugar glazed carrots and haystack onions

CANADIAN SALMON \$27.00

Pan roasted, served with basmati-lentil pilaf and green bean bacon bundle then topped with candied lemon peppercorn glaze

MARYLAND CRAB CAKE \$30.00

Blue crab, russet hash, Asparagus salad, heirloom tomato pesto

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DINNER

Signature Dinner Buffet
For the Kids
Served Plated Dinners
Strolling Dinner Station
Desserts

BEVERAGE

HOTEL INFORMATION

Holiday Inn and Bien Venu Event Center
7400 Hudson Rd | Cedar Falls, IA 50613
319-260-2600 | www.bienvenuevents.com

contact a sales manager

Strolling Dinner Station

With Chef Attendant

BUILD YOUR OWN PASTA \$26.00

Choose from a variety of 2 choices pastas, meats, vegetables and 2 sauces while our chefs Prepare them for you, this also comes with choice salad and breadsticks.

PAN ROASTED WALLEYE \$28.00

Fresh walleye roasted to order and served with lemon wedges, brown butter, toasted almonds. Served with roasted potatoes and roasted garlic green beans.

TAPAS SALADS \$17.00

Small bite salads plated for your convenience, including but not limited to radish-edamame, Tandoori chicken, caprese, includes fresh breads and whipped butter.
Add soup for \$5.00 per person

CHILI BAR \$20.00

House made chili con carne, cheddar cheese, sour cream, chives, crackers, fire roasted corn salsa, comes with baked potatoes and steamed broccoli.



meetings & events menu

BREAKFAST

BREAK

LUNCH

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Desserts

CHEESECAKE \$7.95

Chocolate, Strawberry, or Cherry

LAYERED CAKES \$7.95

Chocolate, Lemon, Red Velvet or Carrot

FRUIT PIE \$3.95

Apple, Cherry, Blue Berry or Peach

CREAM PIES \$4.95

Chocolate, Coconut, Cookies and Cream, or Banana

MOUSSE \$3.95

Chocolate, Vanilla, Strawberry, or Neapolitan



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- The Hops & Barley
- The Grapes
- The Spirits

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Beverage Selections

The Hops
& Barley ➤

\$5.00 - \$6.00

The
Grapes ➤

\$7.00 - \$10.00

The
Spirits ➤

\$6.00 - \$7.00

All prices are subject to a taxable 20% service charge

BIEN **VENU**
EVENT CENTER

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The Hops & Barley

HOSTED DRAUGHT KEG BEER

Domestic Kegs \$250.00

Coors Light | Miller Lite| Blue Moon | Budweiser | Bud Light | Busch Light

Craft and Specialty Kegs Prices Vary

Available upon request and availability.

HOSTED BOTTLED PRODUCT

Domestic Bottles \$5.00

Coors Light | Miller Lite| Budweiser | Bud Light | Busch Light | Blue Moon

Specialty Bottles \$6.00

Corona | Heineken | White Claw | Angry orchard | etc.



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The Grapes

HOSTED WINE

Coastal Vines House Wine \$7.00 glass | \$23.00 bottle
White Zinfandel | Pinot Grigio | Sauvignon Blanc | Chardonnay | Cabernet | Merlot | Pinot Noir

HOSTED PREMIUM REDS

Silver Peak Cabernet Sauvignon \$9.00 glass | \$28.00 bottle
Silver Peak Pinot Noir \$9.00 glass | \$28.00 bottle
Margarett’s Vineyard Merlot \$8.00 glass | \$27.00 bottle
Filus Mendoza Malbec \$9.00 glass | \$28.00 bottle

HOSTED PREMIUM WHITES

Silver Peak Chardonnay \$9.00 glass | \$28.00 bottle
Riff Pinot Grigio \$8.00 glass | \$27.00 bottle

HOSTED PREMIUM DESSERT

Centori Moscato \$9.00 glass | \$28.00 bottle
Adami Prosecco Garbel Brut \$10.00 glass | \$32.00 bottle



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The Spirits

HOSTED PREMIUM \$6.00
Smirnoff | Tito's | Beefeater | Barcardi Superior | Captain Morgan | Malibu | Assorted Puckers
Black Velvet | Jim Bean | Jose Cuervo | Fireball | Southern Comfort | Jager | etc.

HOSTED TOP SHELF \$7.00
Grey Goose | Patron | Bombay | Jameson's | Dewar's | Crown Royal | Glenfiddich | Jack Daniel's
Glenlivet | Black Velvet Reserve | Disaronno | etc.

Please let us know of any special requests.



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Event Center Facility Information



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Facility Information

FOOD AND BEVERAGE POLICY

The Holiday Inn and Bien Venu Event Center has an onsite dedicated catering staff, therefore, all food and beverage must be supplied, purchased, and prepared by the property. No outside food and beverage will be allowed to be brought into the Bien Venu Event Center nor the Holiday Inn common areas or meeting rooms. Exclusions may apply based on approval of the Holiday Inn or Bien Venu. Exclusions such as wedding cakes, wedding cupcakes, or specialty items due apply. Please confirm with your event coordinator before bringing anything into the building. All food and beverage must be consumed on the property and none permitted outside of the event space. In accordance with State and Local laws, all sale and service of alcoholic products must be performed by the Holiday Inn/Bien Venu. All guests who purchase alcoholic products are required to show proper identification when asked for. The hotel and event center reserve the right to refuse service to anyone underage, without proper identification or in the hotel's judgement appears to be intoxicated. The Holiday Inn and Bien Venu Event Center requires that all alcoholic beverage service be dispensed by hotel staff bartenders and servers only.

Any menus, items, prices, service charges and taxes are subject to change. The Holiday Inn and Bien Venu Event Center will honor any contracted pricing within 60 days of change.

SERVICE CHARGE AND TAX

A taxable service charge, currently 20%, and state sales tax of 7% will be applied to all services. Service charge and tax may change without notice.

DEPOSIT

A deposit equaling the room rental amount and 25% of the Food and Beverage minimum is due when the contract is signed. This is a non-refundable deposit and will be applied to the final bill.

PAYMENTS

The Holiday Inn and Bien Venu Event Center accept all major credit cards, cashier checks, certified checks or cash as payment. Final Payment for the event must be received (5) days prior to the event. A credit card authorization form must be kept on file to guarantee all final charges. If an overpayment occurs, the hotel will process the refund on the

next business day.

GUARANTEE

All guaranteed numbers for guests must be received 72 business hours prior to the event start time and is not subject to be reduced after final notification. The final bill will reflect the guaranteed number or actual attendance, whichever is greater. Should a guarantee of attendance not be provided 72 business hours in advance, the contracted number of attendees will be used as the guarantee and billed accordingly. The client will be responsible for any additional meals of the guaranteed number.

FINAL MENU SELECTIONS

Final menu selections must be agreed upon (4) weeks prior to the event to ensure proper product availability of those items desired. Menu prices and items will set at this time. A multiple entrée fee of \$1 per person, per additional option will be applied to any event choosing more than one plated menu option. The client must provide an approved means of clear identification of each guests' meal selection.

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Facility Information *(continued)*

TASTINGS

We are happy to host a tasting for your event. Once there is a signed contract in place, please reach out to your event coordinator to discuss options and selection guidelines.

DECORATIONS

Bien Venu offers a wide range of contacts for florists, props, decorations, linens and entertainment options. No confetti nor loose glitter is allowed in the event center. Open flame candles are allowed but must be self-contained to catch any dripping wax. Please let your event coordinator know about any special requests.

CLEANING & DAMAGE

Room rental includes standard cleaning of the event center after the event; however, the client will be charged for any excessive cleanup that may be necessary. Any damage that occurred during the event will also be the responsibility of the client.

SMOKE FREE ENVIRONMENT

The Holiday Inn and Bien Venu are a smoke free hotel and environment. This includes all guestrooms, restaurant, bar, event rooms, public space, and outdoor spaces.

SLEEPING ROOM BLOCKS

Guestroom blocks are held until (30) days before the event date or until the block is consumed, whichever comes first. On the cutoff date, all reserved rooms will be released to the hotel for general sale. Reservations will be accepted thereafter at the current hotel rate based on availability.

BANQUET ROOMS

We reserved the right to change event room locations should attendance change or as deemed necessary by the event center.