

# Holiday Inn Newport News at City Center

## Catering Menu



Holiday Inn Newport News at City Center  
980 Omni Blvd., Newport News, VA 23606



## Plated Breakfasts

### THE ANCHOR

Light and fluffy scrambled eggs, golden fried potatoes with peppers and onions, and your choice of bacon, ham, or sausage

Fresh baked assorted muffins and butter

Served with fresh brewed coffee, orange juice, and assorted hot teas

### ABOVE DECK

Light and fluffy scrambled eggs, cheddar cheese, and choice of bacon, sausage, or ham on a fresh baked croissant and served with golden fried potatoes with peppers and onions

Fresh baked assorted muffins and butter

Served with fresh brewed coffee, orange juice, and assorted hot teas

### CAPTAIN'S COCKPIT

Light and fluffy scrambled eggs, char-grilled sirloin steak, golden fried potatoes with peppers and onions

Fresh baked assorted muffins and butter

Served with fresh brewed coffee, orange juice, and assorted hot teas

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## Breakfast Buffets

One hour of service | 25 guests minimum

### **FLANK SPEED CONTINENTAL**

Fresh sliced seasonal fruit

Fresh baked Danish pastries, muffins, and honey biscuits with whipped butter and preserves

A selection of juice, fresh brewed coffee, and assorted hot teas

### **SAILOR'S SUNRISE**

Fresh sliced seasonal fruit

Fresh baked Danish pastries, muffins, and honey biscuits with whipped butter and preserves

Fresh vanilla yogurt, granola, and fresh assorted berries

Choice of southern grits with shredded cheddar cheese or steel cut oatmeal with dried berries, nuts, and brown sugar

A selection of juice, fresh brewed coffee, and assorted hot teas

### **SKIPPER'S AMERICAN BREAKFAST**

Fresh sliced seasonal fruit

Fresh baked Danish pastries, muffins, and honey biscuits with whipped butter and preserves

Vanilla yogurt with granola and fresh assorted berries

Light and fluffy scrambled eggs

Smoked applewood bacon and sausage links

Golden fried potatoes with peppers and onions

Choice between cinnamon French toast or buttermilk pancakes and warm maple syrup

A selection of juice, fresh brewed coffee, and assorted hot teas

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## Breakfast Buffet Enhancements

Menu options are priced as additions to a breakfast buffet of your choice.

Fresh assorted bagels and cream cheese

Assorted whole fruit

Assorted individual yogurts

Fresh baked muffins

Fresh baked Danish pastries

Southern honey biscuits, whipped butter and preserves

Cinnamon rolls

Southern biscuits and gravy

Buttermilk pancakes, syrup, and whipped butter

Traditional cinnamon French toast with warm maple syrup

Country sausage or ham biscuits

Steel Cut Oatmeal with brown sugar, dried berries, nuts, butter, and cinnamon

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## Chef Attended Station

Menu options are priced as additions to a breakfast buffet of your choice.

One hour of service | 25 guests minimum

### OMELETS TO ORDER

Diced onions, peppers, tomatoes, bacon, ham, sausage, mushrooms, and cheddar cheese

### WAFFLES

Fresh berries, maple syrup, butter, whipped cream, and powdered sugar

### CHEF ATTENDANTS

At least one chef per 50 guests

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## Brunch Buffets

One hour of service | 25 guests minimum

### CAPTAIN'S BRUNCH

Fresh sliced seasonal fruit

Fresh baked Danish pastries, muffins, and honey biscuits with whipped butter and preserves

Light and fluffy scrambled eggs

Choice of smoked applewood bacon or sausage links

Cheddar potato cakes

Baked cinnamon apples with brown sugar

Pineapple glazed ham

A selection of juice, fresh brewed coffee, and assorted hot teas

### U.S.S. MOUNT WHITNEY

Garden Salad with assorted toppings and house made ranch and balsamic

Fresh sliced seasonal fruit

Light and fluffy scrambled eggs

Choice of smoked Applewood bacon or sausage links

Waffles with warm maple syrup

Country fried chicken

Garlic mashed potatoes

Fresh honey biscuits with whipped butter and preserves

Southern style Cheddar cheese grits

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## Morning Breaks

Thirty minutes of service | 25 guests minimum

### BOW SIDE BREAK

Sliced seasonal fruit

Fresh baked muffins and Danish pastries

Fresh brewed coffee and assorted hot teas

### STARBOARD SIDE BREAK

Sliced seasonal fruit

Assorted bagels and herb cream cheese

Fresh brewed coffee and assorted hot teas

### PORT SIDE BREAK

Sliced seasonal fruit

Vanilla yogurt with seasonal fresh berries and granola

Fresh brewed coffee and assorted hot teas

### STERN SIDE BREAK

Sliced seasonal fruit

Fresh honey biscuits with whipped butter preserves

Fresh brewed coffee and assorted hot teas

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## Afternoon Breaks

Thirty minutes of service | 25 guests minimum

### U.S.S. MONITOR

Fresh sliced seasonal fruit

Pita chips and hummus

Vegetable crudité and house made ranch

Brewed sweet iced tea and fruit infused water

### U.S.S. MERRIMACK

Fresh baked cookies and brownies

Chilled milk and fruit infused water

Fresh brewed coffee and assorted hot tea

### C.S.S. VIRGINIA

Individual bagged popcorn, chips, and assorted granola bars

Fresh brewed coffee and assorted hot teas

Brewed sweet iced tea and fruit infused water

### U.S.S STENNIS

Tortilla chips, roasted tomato salsa, queso cheese dip, traditional accompaniments

Fruit infused water

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## All Day Break Packages

### JIB

Selection of one afternoon and one morning break. Continuous beverage service for 8 hours with fresh brewed coffee, assorted hot teas, assorted soft drinks and bottled water

### SPINNAKER

Continuous beverage service for 8 hours with fresh brewed coffee, assorted hot teas, assorted soft drinks and bottled water

### WINDSEEKER

Continuous coffee and hot tea service for 4 hours

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## A La Carte Drinks and Snacks

### DRINKS

Assorted sodas

Bottled water

Bottled fruit juice

Red bull

Gatorade

Bottled cold coffee

Fresh brewed regular or decaf coffee

Assorted hot tea

Fresh brewed sweet iced tea

Lemonade or fruit punch

### SNACKS

Assorted candy bars

Fresh baked cookies or brownies

Jumbo assorted muffins

Individual bags of chips, popcorn, and pretzels

Whole fresh fruit

Assorted granola bars

Lemon squares

Cinnamon rolls

Assorted dessert bars

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## Plated Lunches

Plated lunches include choice of salad and dessert and are accompanied by two side choices. Served with fresh baked rolls and butter, sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

*Should two or more entrées be selected, the price of the higher entrée will prevail for all guests. Multiple entrée selections must share the same side accompaniments.*

### ENTRÉE SELECTIONS

Chicken breast with lemon caper sauce

Honey garlic bone-in chicken

Marinated chicken topped with spinach, tomato, and provolone

Filet with house made brandy peppercorn sauce

Sirloin with garlic herb butter

Maple glazed salmon

Salmon with a seasoned potato crust

Grilled Mahi with roasted red pepper coulis

Balsamic glazed portabella mushroom and marinated vegetable stack

### SALAD SELECTIONS

Classic Caesar

Garden salad

### SIDE SELECTIONS

Garlic mashed potatoes

Wild rice pilaf

Roasted red potatoes

Macaroni and cheese

Seasonal vegetable medley

Asparagus

Southern green beans with bacon

Broccolini

Collard greens

Brown sugar glazed baby carrots

### DESSERT SELECTIONS

Chocolate layer cake

Berry cheesecake

Pecan Pie

Lemon cake

Chocolate mousse

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## Lunch Buffets

Lunch buffets include choice of two soup and salad selections, two entrée selections, two side selections, and two dessert selections. Served with fresh baked rolls and butter, sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

### TWO ENTRÉE LUNCH BUFFET

One hour of service | 25 guests minimum

#### SALAD AND SOUP SELECTION

Classic Caesar  
Garden salad  
Roasted tomato bisque  
Broccoli cheddar  
Chilled cucumber dill soup  
Pasta salad  
Cole slaw

#### ENTRÉE SELECTIONS

Roasted rosemary lemon bone-in chicken  
Country fried chicken  
Grilled mango BBQ chicken  
Orange chicken  
Marinated flank steak with chimichurri  
Teriyaki beef with stir fry vegetables  
Smoked BBQ beef brisket  
Salmon with lemon dill cream  
Beer battered tilapia

#### SIDE SELECTIONS

Asparagus  
Mixed vegetable medley  
Garlic mashed potatoes  
Macaroni and cheese  
Wild rice pilaf  
Corn on the cob  
Roasted red potatoes  
Collard greens  
Southern green beans with bacon  
Baked potato with butter and sour cream

#### DESSERT SELECTIONS

Fresh assorted cookies and brownies  
Apple pie  
Chocolate cake  
Carrot cake  
Peach pie  
Lemon cake

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## Sliders and Deli Buffets

Served with sweet iced tea and iced water station. Freshly brewed coffee and assorted hot teas served upon request.

One hour of service | 25 guests minimum

### SLIDER BUFFET

Garden salad with house made ranch and balsamic dressing, Chef's choice of soup, beef sliders, fried chicken sliders, BBQ pork sliders, pasta salad, house made chips, and fresh cookies and brownies

### DELI BUFFET

Garden salad with house made ranch and balsamic dressing, Chef's choice of soup, selection of turkey, roast beef, and ham on ciabatta, roasted vegetable wraps, house made chips, pasta salad, fresh baked cookies and brownies.

## Boxed Lunches

Each boxed lunch includes an individual bag of chips, cookie, whole fruit, condiment packets, and a bottle of water.

*One selection per 15 guests. Maximum of three selections of boxed lunches per event.*

### BOXED LUNCH

Turkey, Swiss cheese, lettuce, tomato on ciabatta  
Roast beef, cheddar cheese, lettuce, tomato on focaccia  
Ham, cheddar cheese, lettuce, tomato on ciabatta  
Marinated grilled vegetable wrap on a whole wheat tortilla  
Chicken salad wrap on a flour tortilla with lettuce and tomato  
Cobb salad with grilled chicken  
Caesar salad with grilled chicken

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## Plated Dinners

Plated dinners include choice of salad and dessert and are accompanied by two side choices. Served with fresh baked rolls and butter, sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

*Should two or more entrées be selected, the price of the higher entrée will prevail for all guests. Multiple entrée selections must share the same side accompaniments.*

### ENTRÉE SELECTIONS

Chicken marsala  
Herb roasted quarter chicken  
Marinated chicken topped with spinach, tomato, and provolone  
Citrus baked bone-in chicken  
Filet with a red wine demi-glace  
Filet with herb demi-glace  
Sirloin with garlic herb butter  
Braised BBQ short ribs  
Bacon wrapped meatloaf  
Pork tenderloin topped with mango chutney  
Blackened salmon with a parmesan cream sauce  
Salmon with a seasoned potato crust  
Grilled Mahi with a white wine reduction sauce  
Crabcake with spicy remoulade  
Balsamic glazed portabella mushroom stack  
Vegetable pasta primavera

### SALAD SELECTIONS

Classic Caesar  
Garden salad  
Spinach salad with strawberries, goat cheese, and candied pecans  
Panko fried green tomato stack with remoulade

### SIDE SELECTIONS

Garlic mashed potatoes  
Saffron rice  
Roasted red potatoes  
Macaroni and cheese  
Seasonal vegetable medley  
Asparagus  
Southern green beans with bacon  
Broccolini  
Collard greens  
Brown sugar glazed baby carrots  
Cheddar potato cake

### DESSERT SELECTIONS

Carrot cake  
Berry cheesecake  
Lemon cake  
Red velvet cake  
Chocolate mousse

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## Duet Plated Dinners

Plated dinners include choice of salad and dessert and are accompanied by two side choices. Served with fresh baked rolls and butter, sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

*Should two or more entrées be selected, the price of the higher entrée will prevail for all guests. Multiple entrée selections must share the same side accompaniments.*

### FILET AND SHRIMP

Filet with demi-glace and grilled shrimp with lemon butter

### FILET AND CRABCAKE

Filet with demi-glace and pan seared crabcake with herbed remoulade

### CRABCAKE AND SHRIMP

Crabcake with remoulade and grilled shrimp with lemon garlic butter

### CHICKEN AND SHRIMP

Chicken with a light savory sauce and grilled shrimp with lemon garlic butter

### CHICKEN AND SALMON

Chicken with a light and savory sauce and salmon with sweet balsamic glaze

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## Dinner Buffets

Dinner buffets include choice of one soup and salad selections, two or three entrée selections, two side selections, and two dessert selections. Served with fresh baked rolls and butter, sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

### TWO ENTRÉE DINNER BUFFET

### THREE ENTRÉE DINNER BUFFET

Ninety minutes of service | 25 guests minimum

#### SALAD AND SOUP SELECTION

Classic Caesar  
Garden salad  
Roasted tomato bisque  
Broccoli cheddar  
Chilled cucumber dill soup  
Pasta salad

#### ENTRÉE SELECTIONS

Country fried chicken  
Grilled mango BBQ chicken  
Chicken marsala  
Citrus baked bone-in chicken  
Marinated flank steak with chimichurri  
Smoked beef brisket  
Teriyaki beef with stir fry vegetables  
Braised BBQ short ribs  
Bacon wrapped meatloaf  
Bacon and apple stuffed pork loin topped  
with brown sugar molasses  
Pan seared mahi with tropical salsa  
Salmon with lemon dill cream  
Beer battered tilapia  
Vegetable lasagna

#### SIDE SELECTIONS

Asparagus  
Mixed vegetable medley  
Saffron rice  
Garlic mashed potatoes  
Macaroni and cheese  
Wild rice pilaf  
Corn on the cob  
Roasted red potatoes  
Collard greens  
Southern green beans with bacon  
Baked potato with butter and sour cream

#### DESSERT SELECTIONS

Apple pie  
Chocolate cake  
Carrot cake  
Peach pie  
Red velvet cake  
Lemon cake

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## Themed Dinner Buffets

Served with sweet iced tea, freshly brewed coffee, assorted hot teas, and water.

Ninety minutes of service | 25 guests minimum

### CLASSIC VIRGINIAN BUFFET

Honey ham, country fried chicken, BBQ brisket, garlic mashed potatoes, seasonal vegetables, fresh honey biscuits and butter, garden salad with house made ranch and balsamic, pasta salad, apple pie, and chocolate cake

### SOUTHWEST BUFFET

Chicken tortilla soup, grilled chicken and ground beef, grilled peppers and onions, assorted tortillas and accompaniments, Spanish rice and refried beans, garden salad with house made ranch and balsamic, cookies and brownies

### ITALIAN BUFFET

Minestrone soup, fresh breadsticks, Caesar salad, chicken alfredo with penne pasta, traditional meat lasagna, meatball marinara with spaghetti, fresh broccoli tossed in butter and garlic, tiramisu and carrot cake

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## Carving Stations

Ninety minutes of service | 25 guests minimum

### HONEY ROASTED HAM

Honey biscuits and Dijon mustard | serves 40 guests

### ROASTED TURKEY

Mini ciabatta rolls, traditional gravy and cranberry sauce | serves 30 guests

### HERBED ROASTED LONDON BROIL

Dinner rolls, horseradish sauce, and a jus | serves 30 guests

### ROASTED PORK LOIN

Dinner rolls and apricot chutney | serves 25 guests

### HORSERADISH CRUSTED BEEF TENDERLOIN

Dinner rolls, horseradish sauce, and a jus | serves 25 guests

### ATTENDANT FEE

*Each carving station requires a Chef attendant.*

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## Hors D'oeuvres

### DISPLAYS

Domestic and international cheese display

Charcuterie and cheese display

Fresh fruit display

Garden crudité and hummus display

Slider Display

Choose between beef sliders, fried chicken sliders, or pulled pork sliders

Gourmet dessert display

### SHIP WRECKED STATIONS & DIPS

One hour of service | 25 guests minimum

Build your own potato bar

Baked potato, mashed potato, cheese sauce, bacon bits, shredded cheese, jalapenos, chives, butter, and sour cream

Build your own nacho bar

Tri colored tortilla chips, beef chili, queso cheese, sour cream, Pico de Gallo, salsa, jalapenos

Spinach and artichoke dip

Creamy spinach and artichoke dip with tri colored tortilla chips and pita chips

Maryland crab dip

Warm crab dip with tri colored tortilla chips and pita chips

Build your own s'more station

Traditional s'more station with assorted chocolates, marshmallows, and graham crackers

Ice cream sundae bar

Chocolate, vanilla, and strawberry ice cream with traditional accompaniments

*Chef attendant required for ice cream sundae bar.*

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## Hors D'oeuvres

### WARM HORS D'OEUVRES | pricing per 100 pieces

Spanakopita

Vegetable pot stickers

Vegetable spring rolls

Mini chicken quesadilla

Wing

Choice between buffalo, BBQ, and sweet chili and served with house made ranch

Sweet chili chicken satay

Mini chicken cordon bleu

Candied bacon jam tarts

Mini crabcakes

Coconut shrimp

BBQ bacon wrapped shrimp

Whiskey meatballs

### CHILLED HORS D'OEUVRES | pricing per 100 pieces

Classic bruschetta

Caprese skewers

Fresh fruit kabobs

Shrimp cocktail shooters

Chicken salad lettuce cups

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## Beverages

All bars include soft drinks, bottled water, and juice.

### BARTENDER FEE

*One bartender is required per 100 guests.*

### CASH BARS

First pour bar cocktails

Premium bar cocktails

Top shelf bar cocktails

Wine

Domestic beer

Import beer

Craft beer

Soda, juice, bottled water

First pour brands include: Smirnoff, Cruzan, Beefeater, Dewar's White label, Jim Beam, Jose Cuervo Silver, Canadian Club

Premium brands include: Absolut, Tito's, Bacardi superior, Canadian Club, Dewar's White Label, Jack Daniels, 1800 Silver, Makers Mark, Hennessey VS

Top shelf brands include: Grey Goose, Tito's, Bacardi Superior, Bombay Sapphire, Johnnie Walker Black, Crown Royal, Knob Creek, Patron Silver, Hennessey VSOP, Courvoisier VS

Domestic beer brands – Bud Light, Miller Lite, Coors Light, Michelob Ultra

Import beer brands – Corona, Stella Artois, Blue Moon, Heineken

Craft beer – Subject to availability

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## Beverages

All bars include soft drinks, bottled water, and juice.

### BARTENDER FEE

*One bartender is required per 100 guests.*

### HOSTED BARS

First pour bar cocktails

Premium bar cocktails

Top shelf bar cocktails

Wine

Domestic beer

Import beer

Craft beer

Soda, juice, bottled water

First pour brands include: Smirnoff, Cruzan, Beefeater, Dewar's White label, Jim Beam, Jose Cuervo Silver, Canadian Club

Premium brands include: Absolut, Tito's, Bacardi superior, Canadian Club, Dewar's White Label, Jack Daniels, 1800 Silver, Makers Mark, Hennessey VS

Top shelf brands include: Grey Goose, Tito's, Bacardi Superior, Bombay Sapphire, Johnnie Walker Black, Crown Royal, Knob Creek, Patron Silver, Hennessey VSOP, Courvoisier VS

Domestic beer brands – Bud Light, Miller Lite, Coors Light, Michelob Ultra

Import beer brands – Corona, Stella Artois, Blue Moon, Heineken

Craft beer – Subject to availability

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## Beverages

All bars include soft drinks, bottled water, and juice.

**BARTENDER FEE | Included in pricing**

*One bartender is required per 100 guests.*

### HOSTED BAR PACKAGES

Beer and wine package

First pour package

Premium package

Top shelf package

### BOTTLED WINE & CHAMPAGNE

We offer a variety of house wine and champagne available for tableside service during your event.

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## Audio Visual

James River Audio Visual Services offers a wide variety of Pro-AV equipment to accommodate meeting and event solutions for groups of all sizes. From an executive board meeting to a major staging event, you can count on the professional, experienced staff at JRAVS to attend to every detail and ensure that your event is a benchmark experience.

### AUDIO VISUAL ITEMS

Flip Charts  
Easels  
Pipe & Drape  
Laptop Computers and Printers  
Tripod and Fast Fold Screens  
LCD Projectors  
LCD HDTV Monitors with Table Stand  
Switchers and Video Mixers  
Audio Mixers  
Wireless Microphones  
On-site AV Technicians

Our catering department is happy to assist with a full list of audio-visual items and services, including pricing and labor rates, which can vary depending on the complexity of your setup needs.

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# General Information

## FOOD AND BEVERAGE

All food and beverage service within the hotel must be provided by and serviced by the hotel's personnel. Food and beverage items may not be brought in from outside the hotel. To ensure a successful event, we ask that all menus, room set-up requirements, and audio visual be selected at least three weeks prior to the event. The hotel will then outline these arrangements in an event order for your approval. Upon signing, the event order becomes an addendum to this agreement and is binding on both parties. Menu pricing is subject to change and will only be guaranteed three months prior to the event. Menu pricing for plated lunches and dinners is based upon the selection of one entrée. When multiple entrées are selected, the higher priced entrée shall prevail for all selections.

## ALCOHOLIC BEVERAGES

All alcoholic beverages to be served on the hotel's premises must be dispensed by hotel personnel. Alcohol will not be served to any guest who appears to be intoxicated, or is under the age of 21, or cannot provide acceptable identification.

## MINIMUMS FOR BUFFETS

All buffets require a minimum of 25 guests. If minimums for a buffet is not reached, a labor charge of \$250 will be applied to the final bill. The hotel reserves the right to alter any buffet that does not reach the 25-guest minimum.

## ROOM ASSIGNMENTS AND SET-UP

Room assignments are not guaranteed and are subject to change. The hotel reserves the right to move or reassign function space contingent upon the space being adequate to accommodate the event in terms of dimensions and maximum capacity. Room set-up and diagram revisions are subject to time and guarantee parameters. The hotel reserves the right to charge an additional labor fee for changes less than 48 hours prior to the event.

## ENGINEERING, ELECTRICAL, AND AUDIO VISUAL

Special engineering, electrical requirements, and audio visual must be specified to the hotel's catering department no less than three weeks prior to the event. Any combined equipment over 110v requires a power box at \$150 per usage. Additional fees may be applied based on power usage and labor.

## LABOR CHARGES

Chef attendants are \$125 per station. Bartenders are \$30 per hour. One bartender is required per 100 guests. Banner hanging fee is \$50 per banner.

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# General Information

## SERVICE CHARGES AND TAX

All food and beverage purchases are subject to a 22% service charge and applicable state and local tax. Tax exempt groups must provide the required supporting documentation no less than three weeks prior to the event.

## DEPOSITS AND PAYMENTS

An initial deposit of \$500 is due with the initial signed contract. All deposits are nonrefundable, and terms of payment will be established within the initial contract. Final balance is due no less than 5 business days prior to the event. Payments can be made by credit card, cash, or check. All check deposits must be made in full 10 days prior to the event.

## GUARANTEED ATTENDANCE AGREEMENT

The hotel requires final attendance for all meals at least five days prior to the event. The final attendance will be the final guarantee for billing purposes and cannot be reduced. Should the final attendance be greater than the final guarantee, you will be charged for the additional attendees. The hotel will over set a maximum of 5% of the final guarantee to a maximum of two additional tables or 20 additional chairs. We prepare food for the final guarantee, not any overset. Overset tables will not include any preset food or beverage. The hotel cannot guarantee the same menu option for guests above the final guarantee and will do its best to accommodate based on availability.

## CANCELLATION SCHEDULE

92 days or more prior to the event will result in the billing minimum minus 75%. 62-91 days prior to the event will result in the billing minimum minus 50%. 31-61 days prior to the event will result in the billing minimum minus 25%. 30 days or less prior to the event will result in 100% of the billing minimum.

## GUESTS' PROPERTY DAMAGE OR LOSS

The hotel will not assume responsibility for damages to, or loss of items left in the hotel, prior, during, or after the event concludes. The hotel accepts no responsibility for items left in the hotel, including personal items, vendor items, or rental items. All belongings must be removed from the hotel at the conclusion of the event. Guests are responsible for any damage to the hotel during the time they are in the hotel.

## SHIPPING AND RECEIVING

Small packages under 20lbs may be delivered to the hotel no more than three days prior to the event. The hotel will not assume responsibility for damage to, or loss of packages sent to the hotel. Arrangements must be made within 48 hours of the conclusion of the event for outgoing packages to be sent from the hotel. A package handling fee of \$5 per package under 20lbs will be applied to the final bill for incoming and outgoing packages.

Prices are per person unless otherwise noted.

*A customary taxable service charge of 22% and sales tax of 13.5% will be added to pricing shown.*

**Holiday Inn Newport News at City Center**  
980 Omni Blvd., Newport News, VA 23606



## General Information

### SIGNAGE AND DECORATIONS

All signage and decorations must be of professional quality and have the prior approval of the catering department. All decorations must meet the approval of the Virginia Fire Department. The hotel does not permit affixing signs or decorations to the walls or ceilings of rooms without written approval of the catering manager. Confetti is prohibited, and subject to a \$250 cleaning fee.

### PARKING

Self-parking is available for all guests and is complimentary.

### SECURITY

At least one security guard per 100 guests is required for all high school and ticketed events for which the school, or organization, is responsible for arranging.

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