# HOTEL INDIGO®

DENVER DOWNTOWN - UNION STATION

Banquet Menu 2025







# BREAKFAST BUFFETS

All breakfast buffets include La Colombe coffee, assorted hot teas, and assorted juices. All buffets are based on per person pricing and up to 1 hour of service.

### DIGGERS CONTINENTAL - \$25 PP

Seasonal Fruit Display VG, GF Assorted Yogurts & House Made Granola Bagels & Assorted Pastries\* with Cream Cheese, Whipped Butter, Honey & Seasonal Jam V \*1.5 pastries pp

### THE GOLDEN START- \$29 PP

Seasonal Fruit Display VG, GF Egg White Frittata V, GF Chia Pudding with an assortment of toppings VG, GF Sweet Potato Hash V, GF Turkey Bacon or Chicken Sausage GF, DF

### GOLD RUSH-\$32 PP

Seasonal Fruit Display VG, GF
Biscuits and Toast with Whipped Butter, Honey & Seasonal Jam V
Scrambled Eggs V, GF
Chef's Choice Potatoes V, GF, DF
Applewood Smoked Bacon & Sausage Links GF, DF
Sub for Turkey Bacon - \$2pp

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

## BREAKFAST ENHANCEMENTS

CHEF'S CHOICE POTATOES
V, GF \$4pp
MINI VEGETABLE FRITTATAS
V \$7pp
BELGIAN WAFFLES & SYRUP
V \$8pp
AVOCADO TOAST
V \$15PP

INDIVIDUAL OVERNIGHT OATMEAL, DRIED FRUIT, NUTS VG, GF \$9ea

GREEN CHILE BREAKFAST BURRITO (veg upon request) \$12ea

ASSORTED BAGELS WITH CREAM CHEESE V \$30/doz

ASSORTED PASTRY PLATTER

V \$36/doz

# BREAKS

All breaks are based on per person pricing and up to 30 minutes of service.

### GET YOUR POPCORN - \$12 PP

Fresh popcorn with five popcorn shaker seasonings

### BYO TRAIL MIX \$15 PP

Assorted seeds and nuts

Dried fruit

Toasted coconut

Parched corn

Wasabi peas

### LOCAL RE-TREAT - \$15 PP

Cookies

Trail mix

Assorted candy bars

Granola bars

### CHIPS MEET DIPS - \$16 PP

#### CHOICE OF ONE

Tortilla chips served with Ambler's Guacamole & House Salsa Toasted pita served with spinach artichoke dip & hummus Yukon gold potato chips and smoked onion-chive dip

### PEARL ST FARMERS MARKET - \$18 PP

Spread of seasonal fruits and vegetables served with a side of ranch and yogurt sauce for dipping



### SALUTARE - \$18 PP

Yogurt parfaits House made granola

Dried fruit

Vegetable crudite cup with vegan bagna cauda

Naked Juice shots

### PICNIC IN THE CITY - \$20 PP

Artisan cheese and charcuterie board

Lavash

Marinated olives and seasoned nuts House pimento cheese and crackers Whipped feta, honey garlic and Calabrian Chile

### HOLY GUACA-MOMENT - \$20 PP

Ground Beef or Chicken

Tortilla chips

Nacho Cheese

Assorted toppings: Diced Tomatoes, Jalapenos, Scallions, Salsa, and Guacamole

### A LA CARTE SNACKS

Assorted Chips- \$5ea

Assorted Candy bars-\$5ea

Granola bars - \$5ea

River trail mix - \$5ea

Assorted whole fruit-\$5ea

Cookies-\$25/dozen

Juice shooters - \$3ea, min. order of 10

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.



All Lunch Buffets include iced tea and soft drinks.
All buffets are based on per person pricing and up to 2 hours of service.

### LODO DELI \$35 PP

CHOICE OF 1 SOUP OR SALAD

House Salad V, GF

Mediterranean Salad V, GF

Baby Kale Salad V, GF

Tomato Basil V

#### CHOICE OF 2 SANDWICHES/WRAPS

Rotisserie Chicken Pesto Sandwich

Classic Turkey or Roast Beef Sandwich

Italian Sandwich

Roasted Portobello Mushroom Wrap VG

#### **CHOICE OF 1 SIDE**

Potato Chips V

Potato Salad V

Pasta Salad V

Seasonal Fruit Salad VG

#### **DESSERT**

Assorted house baked cookies

Take LoDo To-Go add \$3pp Additional sandwiches add \$7pp Additional salad or sides add \$5pp

### ZEN OUT \$38 PP

#### SALAD

Asian chopped salad with ginger-sesame dressing V

#### **CHOICE OF 2 MAINS**

Beef & Broccoli

Kung Pao Chicken

Sweet & Sour Tofu V

#### **SIDES**

Vegetable Spring Rolls with dipping sauce V Vegetable Fried Rice V

#### **DESSERT**

Matcha Panna Cotta V

#### ADD ONS

Sub Chicken Fried Rice - \$3pp Additional Mains - \$7pp

### RED ROCKS FAJITAS \$40 PP

#### **CHOICE OF 2 PROTEINS**

Chipotle pulled chicken GF, DF

Grilled flank steak with fajita vegetables GF, DF

Carne (pork) adovada GF, DF

Smoked Tofu V

Guajillo-Tamarind shrimp GF, DF

#### INCLUDES THE FOLLOWING

Yellow rice & peas V, GF

Slow simmered black beans V, GF

Elote casserole V

Warm corn and flour tortillas V

Jicama salad with cotija and achiote vinaigrette

V

Sour cream & House Made Salsa V

**Shredded Cheese** 

Warm churros with mexican chocolate V

#### **ADD ONS**

Additional protein- \$7pp

Add tortilla chips and house made guacamole

V - \$10pp

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.



All Lunch Buffets include iced tea and soft drinks. All buffets are based on per person pricing and up to 2 hours of service.

### HIKERS GRAIN BOWL

\$37 PP

CHOICE OF 2 DRESSINGS CHOICE OF 1 PROTEIN

Honey-Thyme Vinaigrette Chicken

Miso Shrimp Balsamic Salmon Ranch Tofu

Steak (+\$5pp)

**DESSERT** 

Chocolate Mousse V GF CHOICE OF 1 GRAIN

Couscous V

Additional protein- \$7pp Rice V

Additional greens, addons,

ADD ONS

or dressings - \$2pp (per **CHOICE OF 1 GREEN** 

item)

Quinoa V

Baby Kale Romaine Spinach

CHOICE OF 3 MIX INS

**Charred Peppers** 

Pickled Red Onion

Scallions

**Roasted Corn** 

Cucumber



CHOICE OF 1 PROTEIN

Meatballs

Chicken meatballs

CHOICE OF 1 PASTA

Penne

Rigatoni

Shells

(GF upon request)

CHOICE OF 1 SAUCE

Alfredo

Marinara

Pesto

**CHOICE OF 1 ADD-IN** 

Mushrooms Spinach Peppers

**CHOICE OF 1 DESSERT** 

Tiramisu v Panna Cotta v Olive Oil Cake v SALAD

Mediterranean Salad with

Balsamic Vinaigrette:

Arugula, Baby Kale, Olives,

Roasted Peppers, Feta,

Cucumbers, Tomatoes V

SIDE

House Made Garlic Bread V

**ADD ONS** 

Additional pasta creations-

\$17pp

Additional dessert - \$10pp

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10. GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

# BEVERAGES

All day beverage package is based on 8 hours of service. Half day beverage package is based on 4 hours of service.

ALL DAY	
BEVERAGE PACKAGE	-

# HALF DAY BEVERAGE PACKAGE

### A LA CARTE BEVERAGES

Unlimited non-alcoholic refreshments including:

Assorted Coca Cola beverages

La Colombe coffee by gallon

Assorted teas with hot water

Water station

Unlimited non-alcoholic refreshments including:

Assorted Coca Cola beverages

La Colombe coffee by gallon

Assorted teas with hot water

Water station

COCA COLA SOFT DRINKS - \$5

SARATOGA WATERS - \$8

LA COLOMBE COLD BREWS - \$7

SAN PELLEGRINO - \$7

**ENERGY DRINKS - \$8** 

**COFFEE BY GALLON- \$70** 

HOT TEA BY GALLON - \$35

SPA WATER BY GALLON - \$40

LEMONADE BY GALLON- \$35

ICED TEA BY GALLON- \$35

\$30 PER PERSON

\$20 PER PERSON

CHARGED ON CONSUMPTION

(If additional time is requested, \$2 per person, per half hour will be added).
10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.
GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

# HORS D'OEUVRES

### HOT ITEMS

PRICED PER PIECE, MIN OF 12 PER ORDER

PETITE TOSTADA, YUCCA PUREE, SMOKED SCALLOP

DF GF \$10

SMASH BURGER OR FRIED CHICKEN SLIDERS \$10

PORTOBELLO SLIDERS, ARUGULA, PESTO V \$10

CHICKEN SATAY, RED CURRY GLAZE DF \$10

SOY-GINGER SALMON SKEWER GF DF \$10

LAMB MEATBALLS, HARISSA, LEMON AIOLI \$10

SHRIMP OR PORK POTSTICKERS, BLACK GARLIC DIPPING SAUCE \$10

BACON-WRAPPED DATES STUFFED WITH BLUE
CHEESE GF
\$10

### COLD ITEMS

PRICED PER PIECE, MIN OF 12 PER ORDER

GOAT CHEESE, OLIVE TAPENADE CROUSTADE V, DF \$9

CAPRESE SKEWERES V \$9

TRUFFLE-BALSAMIC BEEF BROCHETTE GF DF \$9

DEVILED EGG VARIATIONS GF \$9

SHRIMP CEVICHE \$9

COCONUT SHRIMP WITH SWEET CHILI SAUCE \$10

FIG JAM, BRIE AND WALNUT ON ENDIVE V, GF \$9

HUMMUS WITH PITA CHIPS VG \$9

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

# CARVING & ACTION STATIONS

Chef attended \$150.00 requires minimum guest count or per person surcharge

### CARVING STATIONS

Herb- Rubbed Prime Rib with Horseradish Cream & Au Jus GF \$45pp

Honey-Glazed Spiral Ham with Whole-Grain Mustard GF, DF \$42pp

Roasted Turkey Breast with Cranberry Relish & Turkey Gravy GF \$29pp

### **ACTION STATIONS**

MAC & CHEESE BAR- \$22PP
Creamy White Cheddar mac with Toppings: bacon, pulled pork, ham, scallions, roasted mushrooms, crispy onions, jalapenos. Sauces: hot sauces, barbecue, truffle aioli

RISOTTO STATION (GF)- \$26PP

Made-to-order Creamy Parmesan Risotto with toppings: wild mushrooms, butternut squash, roasted chicken, truffle oil

STREET TACO STATION- \$28PP

Choice of Carnitas, Chili-Lime Chicken or Roasted Cauliflower. Served with mini tortillas, cotija, pickled onion, chipotle crema, & salsa verde

ANTIPASTO DISPLAY- \$19PP

Prosciutto, Handcrafted Salami and Sopressata, with tomato, mozzarella, olives, marinated roasted vegetables, crostinis

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

# BYO BUFFET DINNER

Dinner buffets include regular and decaf La Colombe coffee, assorted hot teas and iced tea. All buffets are based on per person pricing and up to 2 hours of service.

**CHOICE OF 1 SOUP** 

Tomato Bisque V

Chef's Seasonal Selection

CHOICE OF 1 SALAD

Ambler Caesar Salad V

**Chopped Salad** 

Baby Kale Salad V

**CHOICE OF 2 SIDES** 

Herb Roasted Fingerling Potatoes VG, DF, GF

Parmesan Gnocchi with Herb Pesto V

Fragrant Jasmine Rice Pilaf VG DF GF

Roasted Vegetables V (VG upon request)

Vegetable Couscous V

**CHOICE OF 1 DESSERT** 

Panna Cotta GF (vegan upon request)

Seasonal Cheesecake (GF upon request)

Chocolate-Espresso Mousse V

Olive Oil Cake, Berries, Balsamic Syrup V

CHOICE OF 2 ENTREES- \$65PP, OR 3 ENTREES- \$80PP

CHICKEN SALTIMBOCCA

Airline breast, prosciutto and provolone garinato

with sage jus GF

HARISSA ROASTED CHICKEN

Preserved lemon, olives DF GF

PAN ROASTED SALMON

Soy ginger glaze DF GF

SMOKED PORK TENDERLOIN

Apple rosemary jam GF DF

BEEF TAGLIATA

Balsamic marinated flank steak DF GF

**ROASTED NY STEAKS** 

Compound butter, black garlic steak sauce GF

GARDEN RATATOUILLE

A medley of seasonal vegetables V GF DF

VEGETABLE LASAGNA

Layers of roasted vegetable, marinara sauce and

cheese (vegan on request)

SEASONAL/CUSTOM RISOTTO

Saffron, parmesan V GF (vegan on request)

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

# PLATED DINNER

**CHOICE OF 1 DESSERT** 

Chocolate-Espresso Mousse V

Panna Cotta GF (vegan upon request)

Seasonal Cheesecake (GF upon request)

Olive Oil Cake, Berries, Balsamic Syrup V

Plated dinner include regular and decaf La Colombe coffee, assorted hot teas and iced tea. May choose up to 3 entrees. Exact counts for each dish is due 10 days prior to event.

### CHOICE OF 1 SOUP OR SALAD

Seasonal Soup V

Tomato Bisque V

Ambler Caesar Salad V

**Chopped Salad** 

Baby Kale Salad V

Heirloom Tomato Caprese V

### CHOICE OF UP TO 3 ENTREES

CHICKEN SALTIMBOCCA- \$45PP

Roasted chicken breast, prosciutto and provolone garinato, sage jus, served with a side of parmesan gnocchi and seasonal sautéed greens GF

HARISSA ROASTED CHICKEN- \$50PP

Roasted chicken with preserved lemon and olives served with parmesan gnocchi and roasted cauliflower DF GF

PAN ROASTED SALMON- \$50PP

Soy-ginger glaze, with jasmine rice pilaf and roasted cauliflower DF GF

BEEF TAGLIATA- \$55PP

Balsamic marinated flank steak, arugula, overnight tomatoes, roasted peppers, with a side of herb roasted fingerling potatoes and grilled baby broccoli DF GF

PRIME RIB AU JUS- \$65PP

Slow-roasted prime rib, served with sauce raifort, with cornbread stuffing and grilled baby broccoli

GARDEN RATATOUILLE - \$40PP

A medley of seasonal vegetables, served with fragrant jasmine rice pilaf and lemon-roasted asparagus V GF DF

PARMESAN GNOCCHI - \$45PP

Herb pesto served over a bed of roasted carrots and blistered cherry tomatoes with a balsamic drizzle.

(If additional time is requested, \$2 per person, per half hour will be added). 10 person minimum, surcharge of \$12 pp will apply for groups smaller than 10.

GF= Gluten Free DF= Dairy Free V= Vegetarian VG= Vegan

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Pricing subject to a service charge (25%) and taxes (8%) on all food and beverage. All taxes and fees subject to change. Please advise of any food allergies prior to your event.

# BAR PACKAGES & LIQUOR

### **EXTRAORDINARY**

**GREY GOOSE VODKA BOTANIST GIN** PATRON BLANCO TEQUILA **CASAMIGOS BLANCO** BEAR CREEK SPICED RUM WOODFORD RESERVE BOURBON LAWS STRAIGHT RYE WHISKEY **GENLIVET 12YR SCOTCH** GREEN SPOT IRISH WHISKEY CARPANO VERMOUTH COINTREAU REMY VSOP COGNAC MACMURRAY RANCH PINOT NOIR MURPHY GOODE CABERNET BARON FINI MERLOT WITHER HILLS SAUV BLANC **BLOODROOT CHARDONNAY** SALDO CHENIN BLANC DOMESTIC/IMPORT BEERS

HOST HOURLY BAR 1<sup>ST</sup> HR- \$30PP 2<sup>ND</sup> HR- \$23 PP EACH ADDITIONAL HR - \$19PP HOSTED - \$17 EACH CASH- \$18 EACH

### EXCEPTIONAL

TITO'S VODKA **BOMBAY SAPPHIRE GIN ESPOLON BLANCO TEQUILA BACARDI LIGHT RUM** JACK DANIELS WHISKEY GEORGE DICKEL RYE WHISKEY **GLENFIDDICH SCOTCH** JAMESON IRISH WHISKEY CARPANO VERMOUTH COINTREAU COURVOISIER VS COGNAC MACMURRAY RANCH PINOT NOIR **MURPHY GOODE CABERNET BARON FINI MERLOT** WITHER HILLS SAUV BLANC **BLOODROOT CHARDONNAY** SALDO CHENIN BLANC DOMESTIC/IMPORT BEERS

HOST HOURLY BAR 1<sup>ST</sup> HR- \$27PP 2<sup>ND</sup> HR- \$21PP EACH ADDITIONAL HR - \$16PP HOSTED - \$15 EACH CASH- \$16 EACH

### **ESSENTIAL**

SVEDKA VODKA **BEEFEATER GIN EL JIMADOR TEQUILA** PLANTATION 3 STAR RUM **EVAN WILLIAMS BOURBON** RITTENHOUSE RYE WHISKEY **DEWARS SCOTCH** TULLAMORE DEW IRISH WHISKEY CARPANO VERMOUTH COINTREAU LAIRD'S APPLEJACK COGNAC MACMURRAY RANCH PINOT NOIR MURPHY GOODE CABERNET **BARON FINI MERLOT** WITHER HILLS SAUV BLANC **BLOODROOT CHARDONNAY** SALDO CHENIN BLANC DOMESTIC BEERS

HOST HOURLY BAR 1<sup>ST</sup> HR- \$24PP 2<sup>ND</sup> HR- \$18PP EACH ADDITIONAL HR - \$14PP HOSTED - \$13 EACH CASH- \$14 EACH

# WINE AND BEER BAR

WINE

MACMURRAY RANCH
PINOT NOIR
MURPHY GOODE
CABERNET
BARON FINI MERLOT
WITHER HILLS SAUV
BLANC
BLOODROOT
CHARDONNAY
SALDO CHENIN BLANC

HOSTED - \$15 EACH CASH- \$16 EACH IMPORT/CRAFT BEER

**CORONA BOTTLE** HEINEKEN BOTTLE HIGH NOON SELTZER CAN STEM OFF DRY CIDER CAN BELLS TWO HEARTED IPA CAN ATHLETIC N/A CRAFT BEER HAZY IPA/MEXICAN STYLE **COPPER** 

HOSTED - \$11 EACH CASH- \$12 EACH DOMESTIC BEER

COORS BANQUET
BOTTLE
COORS LIGHT BOTTLE

HOSTED - \$9 EACH CASH- \$10 EACH

# BAR ENHANCEMENTS & N/A

**ENHANCEMENTS** 

FIVE FARMS **COINTREAU DISARONNO GRAND MARNIER BORGHETTI CAMPARI APEROL** ST. GERMAIN **CHAMBORD** LICOR 43 **LUXARDO GREEN CHARTREUSE** 

HOSTED - \$14 EACH CASH- \$15 EACH NON-ALCOHOLIC

PEPSI PRODUCTS
STILL WATER BOTTLE
SPARKLING WATER CAN

HOSTED - \$4 EACH CASH- \$5 EACH PREMIUM N/A

**RED BULL** SUGAR FREE RED BULL FEVERTREE TONIC FEVERTREE CUCUMBER **TONIC** FEVERTREE GINGER BEER FEVERTREE BLOOD ORANGE **GINGER BEER** FEVERTREE SPARKLING LIME & YUZU FEVERTREE SPARKLING PINK **GRAPEFRUIT** FEVERTREE SPARKLING SICILIAN LEMONADE

HOSTED - \$8 EACH CASH- \$9 EACH

# SPECIALTY BAR PACKAGES

### MIMOSA BAR

CHAMPAGNE WITH YOUR

**CHOICE OF 3 JUICES:** 

Orange

Grapefruit

Cranberry

Peach

Pear

Apple

**Blood Orange** 

**ASSORTED GARNISHES** 

### \$30 PER PERSON

### **BLOODY MARY BAR**

VODKA, BLOODY MIX, TAJIN

WITH ASSORED GARNISHES:

Olives, Celery, Cherry

Tomatoes, Dill Pickles, Cocktail

Onions Lemon/Lime Wedges

Upgrade to include:

Applewood Smoked Bacon,

Mini Grilled Cheeses, Onion

Rings, Hard Boiled Eggs,

Cheese Chunks- \$10pp

### \$40 PER PERSON

### SPRITZ BAR

**CHOOSE TWO SPIRITS** 

Aperol, Limoncello, Campari, St. Germain, Peach Schnapps

**CHOOSE TWO BUBBLES** 

Prosecco, Brut Sparkling Wine,

Sparkling Rose, Club Soda,

Sparkling Lemonade

**CHOOSE TWO MIXERS** 

Blood Orange Juice, Grapefruit

Juice, Hibiscus Syrup, Lavender

Lemonade, Cucumber Mint

Tonic, Pomegranate Syrup

**ASSORTED GARNISHES** 

\$45 PER PERSON

# POLICES & PROCEDURES

All meeting room, food and beverage, audio-visual and related services are subject to applicable taxes (currently 8% for food and beverage, meeting room, and on administrative charges for audio-visual; while an 9.15% tax will be assessed to audio-visual services) in effect on the date(s) of the event and subject to change without notice. Prior to the application of any taxes, all meeting room, food and beverage, audio-visual and related services will be subject to a 25% service and administrative charge. Please note that the administrative charge is not a gratuity or tip and, accordingly, is subject to all applicable taxes. This charge in full, will be applied to costs and/or expenses other than employee wages. No outside food or beverage is permitted. Due to licensing requirements and quality control issues, all food and beverage to be served on the Hotel property must be supplied and prepared by the Hotel. A penalty fee will be assessed for any outside food and beverage brought into the meeting space. The Hotel reserves the right to terminate liquor service for individuals or for the entire Group at a function if it is determined minors are drinking, or if guests are intoxicated beyond the legal limit. The Hotel must be in receipt of the final menu choices and minimum guarantee of the number expected for each private function no later than five (5) business days prior to the date of the function. After that time, the Hotel will only accept increases to the guarantee. The number charged will be the guaranteed number or actual number served, whichever is greater. No nails, screws, staples or penetrating items are to be used on walls or floors. Birdseed, rice, bubbles, sparklers, pyrotechnics, glitter or foil (non-paper) confetti is not allowed on site. Only low tack tape is allowed on floors and walls. Damage and clean-up fees starting at \$200 will be charged. The use of any type of open flame is prohibited in all event space. Battery-operated "flameless candles" are permitted for use. Any extensive room set ch

#### CATERING SERVICES

For your meeting and catered functions, our Events Coordinator will work with you from the inception of, during, and to the conclusion of your meeting. These services include such things as help in securing all of your audio/visual equipment, menu selection and general coordination of your meeting needs.

### HOTEL POLICIES

- 1. Utilities: All electrical services and utilities, including phone, must be contracted through the Hotel.
- 2. Parking: Self- parking for hotel guests is available at a current charge of: \$ 18.00 for up to 8 hours. Parking rates are subject to change without notice.
- 3. Signage: Signs and banners are not allowed in the Hotel's public areas. In regard to the Group's function space, all signs must be professionally printed and their placement and posting be pre-approved by an authorized Hotel representative. Nothing shall be posted, nailed, screwed or otherwise attached to walls, floors, or other parts of the building or furniture. Distribution of gummed stickers or labels is strictly prohibited.
- 4. Shipping and Receiving: Due to limitations in secured storage space, the Hotel will only accept packages as follows: Boxes/packages may be sent for arrival a maximum of 48 hours prior to Group arrival and must be marked with the following: Hold for Arrival Attn: Recipient's name, meeting name and arrival date, Sender's return address, Services Manager's name, Number of boxes being sent (Box 1 of 2, Box 2 of 2, etc.)

  Please send boxes and packages to: Hotel Indigo Denver Downtown-1801 Wewatta Street, Denver, CO 80202

Please note that the first five (5) boxes / packages received will be handled on a complimentary basis. For six (6) or more boxes / packages the following charges will apply. Box/package 1-5lbs - \$5.00 each, Box/package 6-20lbs - \$10.00 each, Box/package 21-40lbs - \$15.00 each, Box/package 50+lbs - \$50.00 each