

COMPLETE MEETING PACKAGE (CMP)

INCLUDES:

continental
breakfast

all-day beverage
refresh

lunch
(your choice)

mid-afternoon
break
(your choice)



Hilton Bellevue is pleased to present a complete package for your next meeting. To include your catering needs, and a dedicated meeting planner to coordinate rooms sets, meal times and guest room arrangements. All for one neatly packaged price.

\$99.00 per person

~ CMP Package for 2016

Hilton  **Bellevue**

300 112th Ave. SE
Bellevue, WA 98004
Tel: 425-455-1300
www.bellevuehilton.com

CMP LUNCHEON OPTIONS

PLATED LUNCH SELECTIONS

PLEASE CHOOSE ONE FIRST COURSE:

Northwest Salad

Seasonal mixed greens, apples, hazelnuts, blue Cheese and cider house dressing

Frisee Salad

Dried cranberries, candied pecans, goat cheese and house made balsamic vinaigrette

Caesar Salad

Romaine lettuce, herbed croutons and creamy Caesar dressing

Soup Du Jour

Chef's choice of the soup of the day

PLEASE CHOOSE A MAIN COURSE:

Sesame Salmon Salad

Glazed wild salmon filet on a bed of fresh orzo Pasta and roasted vegetables with sesame soy Vinaigrette

Honey Glazed Chicken

Pan seared chicken breast served with garlic Mashed potatoes, chef choice vegetables, and honey-lavender jus

Ricotta Cheese and Vegetable Lasagna Roll

House made basil-tomato sauce and grated Parmesan cheese

Grilled Flank Steak

Char-grilled, flank steak mushroom ragout, Roasted shallots, chefs choice vegetables in a Port wine demi sauce

PLEASE CHOOSE A DESSERT:

Top Cheesecake

Strawberries, vanilla sauce

Key Lime Meringue Tart

Blueberries and guava sauce

Triple Chocolate Cake

With fresh whipped cream and strawberries

BUFFET LUNCH SELECTIONS

DELI BUFFET

Soup Du Jour

Mixed greens with julienne carrots, sliced Cucumber, grape tomatoes, croutons, Parmesan Cheese, creamy ranch dressing, Balsamic vinaigrette

Sliced roasted beef, honey baked ham and Roasted turkey meats
Swiss, cheddar and provolone cheeses

Sliced tomatoes, black olives, dill pickle spears and lettuce

Mayonnaise, whole grain and deli mustards
Assorted sliced breads

Freshly baked brownies

SOUTHWEST BUFFET

Mexican Caesar salad with croutons, pepitas & Cilantro Caesar dressing

Black bean and jicama salad with chipotle Vinaigrette

Chicken & beef fajitas with peppers and sweet Onions

Cheese Enchiladas
Refried Beans
Spanish Rice

Lettuce, cheddar-jack cheese, pico de gallo, Salsa verde, sour cream, guacamole, and warm Tortillas

Cinnamon churros

TUSCAN BUFFET

Romaine, radicchio and endive salad with dried Cranberries, goat cheese, caramelized pecans and Basil-champagne vinaigrette

Caprese Salad; fresh mozzarella, beef steak Tomatoes, marinated sweet onions, basil pesto and a balsamic glaze

Chicken Piccata with lemon caper sauce
Penne rigate with home made marinara sauce

Herb de Provence roasted potatoes
Steamed broccolini and baby carrots
Freshly baked focaccia bread

Tiramisu

All lunch buffets and stations are for a 1.5 hour period. Additional charges are applied if meals are longer than designated time period.
Food and beverage prices are subject to a 23% service charge and 9.5% sales tax. All prices are subject to market conditions.
We are proud to offer only trans fat free oils in our cooking.

CMP MID-AFTERNOON BREAK OPTIONS

SUGAR LANE

Freshly baked chocolate chip, sugar and
Oatmeal-raisin cookies,
Nonfat and 2% Milk
Beverage refresh

HEALTH NUT

Assorted whole fruit
Fresh vegetable crudité's, with ranch dip
Spiced roasted nuts
Beverage refresh

SWEET AND SALTY

Warm sea salt soft pretzels with spicy mustard
Peanuts and cracker jacks
Beverage refresh

All breaks are for a 1/2 hour. An additional \$3.00 per person will apply for additional 30 minute increments of break time.
Food and beverage prices are subject to a 23% service charge and 9.5% sales tax. All prices are subject to market conditions.
We are proud to offer only trans fat free oils in our cooking.

ADDITIONAL MEETING PACKAGE TERMS AND CONDITIONS

- ➔ Continental Breakfast includes: orange, apple and cranberry juices, seasonal fresh fruits, assorted breakfast pastries, butter and fruit preserves, toaster station with assorted bagels, plain and herbed cream cheeses, and freshly brewed Starbucks coffee with flavored syrups and Tazo herbal teas.
- ➔ All day beverages include Starbucks coffee, Tazo herbal teas, assorted soft drinks and bottled water
- ➔ Room set per your instruction to include water, pads, pens, and candies.
- ➔ Package requires a minimum of 25 guests. If fewer than 25 guests, an additional \$5 per guest will be added to the per person package price.
- ➔ Prices do not reflect Washington State sales tax or hotel's service charge.
- ➔ If you would like to upgrade your food and beverage selections, please speak with your Catering Sales Manager.
- ➔ All banquet and catering policies apply.

BANQUET AND CATERING POLICIES

FOOD AND BEVERAGE SERVICE

The Hilton Bellevue is responsible for the quality and freshness of the food served to our guests. Due to current health regulations, all food served at the hotel must be prepared by our culinary staff. Food may not be taken off the premises after it has been prepared and served. The sale and service of alcoholic beverages is regulated by the state. As a licensee, this hotel is responsible for the administration of the regulations. Approval for bringing outside beverage must be approved by your catering contact

SERVICE CHARGE & TAX

All catering and banquet charges are subject to applicable 23% service charge and 9.5% state sales tax.

FUNCTION ROOM ASSIGNMENTS

Room assignments are made according to the guaranteed minimum number of guests anticipated. Because these attendance figures may vary from expected attendance, we reserve the right to change room reservations to best accommodate either increasing or decreasing attendance figures.

ENTRÉE SELECTION AND ADDITIONAL CHARGES

For groups less than 25 persons, a labor charge of \$75 will be made for buffet services. Menus for groups with less than 25 persons are available for your convenience. In the event that your group requires a split menu, entrée selections are limited to a maximum of (2) selections. The higher entrée price will be used for the entire guaranteed number of guests. The hotel requires that the client produce place cards or tickets identifying the particular entrée selected by each guest. If the hotel needs to produce more than the initial amount guaranteed for a specific entrée, the client is responsible for paying for those additional meals.

GUARANTEES

A guaranteed attendance figure is required for all meal functions (3) business days prior to the function date and is not subject to reduction. If the catering office is not advised by this time, the estimated figure will automatically become the guarantee. We will be prepared to serve 5% over the guaranteed number for groups of 100 and above.

MENU PRICING

The quotation herein is subject to a proportionate price increase to meet increased cost of food, beverages, labor, etc.
Pricing does not include service charge or sales tax.

AUDIO-VISUAL EQUIPMENT

We will be pleased to arrange for PSAV to assist you with any audio-visual requirements for your event.

BILLING

An acceptable form of payment must be agreed upon during the initial booking arrangements. Acceptable forms include advance deposit (prepayment), direct billing (subject to approval 4-6 weeks) or completed credit card authorization form.

SECURITY

The Hotel does not assume responsibility for damage or loss of any merchandise or articles left on premise prior to, during or following any event. Arrangements for security to monitor equipment or merchandise may be made through your catering contact prior to the event (applicable fees may apply).

DECORATIONS

Your catering contact will be happy to provide you with the Hilton Bellevue Preferred Vendor List for your freshly cut flowers, centerpieces, ice carvings, themed décor, etc. Arrangements may be made directly with the vendor of your choice. The Hotel will not permit the affixing of anything to walls, floors, ceilings, glitter/confetti or equipment with nails, staples, tape or any other substance or device.

SIGNAGE

The Hotel reserves the right to have full control over sign usage and placement in the hotel. To uphold to the Hilton standards signage must be kept to a minimum and no signage may be placed in the hotel lobby.

PACKAGE HANDLING

The Hotel will be happy to assist you with all incoming and outgoing packages. Applicable fees apply for all shipping and receiving to and from the Hotel \$10.00 per box maximum 75Lbs, above 75Lbs subject to pricing. Please inquire with your catering contact for details.