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Assorted Soft Drinks	<i>\$3.00 each</i>
Bottled Sparkling and Spring Water	<i>\$3.00 each</i>
Bottled Fruit Juices	<i>\$3.00 each</i>
Bottled Flavored Iced Teas	<i>\$3.00 each</i>
Apple, Cranberry, Grapefruit and Orange Juice	<i>\$20.00 per carafe</i>
Fruit Punch	<i>\$30.00 per gallon</i>
Freshly Brewed French Roast Regular and Decaffeinated Coffee/Tea	<i>\$30.00 per gallon</i>

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemons, and Hot Chocolate
\$ 5.95 per person

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemons and Apple, Cranberry, Grapefruit and Orange Juice
\$ 6.95 per person

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemons, Hot Chocolate, and Assorted Soft Drinks
\$ 7.95 per person

Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas,
Honey, Lemons, Hot Chocolate, Assorted Soft Drinks, Bottled Sparkling and Spring Waters
\$ 8.95 per person

Assorted Bagels: Plain, Whole Wheat, Blueberry, Garlic Onion, Cinnamon Raisin with Regular and Flavored Cream Cheeses	\$26.00 per dozen
Assorted Muffins: Banana Nut, Bran, Blueberry, Cappuccino Chocolate, Cranberry & Pumpkin	\$26.00 per dozen
Assorted Croissants: Plain, Chocolate Filled, Almond	\$26.00 per dozen
Cinnamon and Sweet Pecan Buns	\$28.00 per dozen
Spinach and Mushroom Cheese or Ham and Cheese Quiche (12-inch pie)	\$20.00 each
Assorted Breakfast Breads: Chocolate Swirl, Cinnamon Streusel, Cranberry Orange, Banana (serves 8)	\$15.00 per loaf
Sliced Seasonal Fresh Fruit Display	\$6.95 per person
Whole Fresh Fruit Basket (Assortment of 10 pieces)	\$18.00 per basket
Assorted Fruit Yogurt Cups	\$2.00 each
Yogurt Parfaits	\$6.00 each
Freshly Baked Cookies: Chocolate Chip, Oatmeal Raisin, Macadamia Nut & Peanut Butter	\$26.00 per dozen
Freshly Baked Frosted Fudge Brownies and Caramel Blondies	\$26.00 per dozen
Individual Bags of Potato Chips, Pretzels and Popcorn	\$2.00 each
Assorted Candy Bars	\$4.00 per person

Items sold in quantities listed

Breakfast Breaks are designed for a maximum duration of two hours. Each break requires a minimum guarantee of 15 people. A \$75 labor and preparation charge will be applied for guarantees under 15 people.

THE CLASSIC CONTINENTAL

Assorted Muffins and Bagels
Croissants, Danish

Regular and Flavored
Cream Cheeses,
Fruit Preserves and Butter

Sliced Seasonal
Fresh Fruit Display

Assorted Fruit Yogurt
and Cottage Cheese Cups

Freshly Brewed French Roast
Regular and Decaffeinated
Coffee with a Selection of
Herbal Teas, Honey, Lemon,
and Hot Chocolate

Apple, Cranberry,
Orange and
Grapefruit Juices

\$17.95 per person

JUMP START

Assorted Muffins and Bagels

Regular and Flavored Cream Cheeses, Fruit Preserves and Butter

Sliced Seasonal Fresh Fruit Display

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon, Hot Chocolate

Apple, Cranberry, Orange and Grapefruit Juices

\$15.95 per person

THE SUNRISE

Assorted Muffins and Bagels

Regular and Flavored Cream Cheeses, Fruit Preserves and Butter

Sliced Seasonal Fruit Display

Assorted Fruit Yogurt and Cottage Cheese Cups

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon, and Hot Chocolate

Apple, Cranberry, Orange and Grapefruit Juices

\$16.95 per person

TO YOUR HEALTH

Assorted Muffins and Bagels

Granola with Fresh Berries,
Dry Fruits and Nuts,
Skim and 2% Milk

Assorted Fruit Yogurt
and Cottage Cheese Cups

Quiche Florentine and
Tomato, Basil & Feta Quiche

Sliced Seasonal
Fresh Fruit Display
and a Basket of Bananas

Regular and Flavored
Cream Cheeses,
Fruit Preserves and Butter

Freshly Brewed French Roast
Regular and Decaffeinated
Coffee with a Selection of
Herbal Teas, Honey, Lemon,
and Hot Chocolate

Apple, Cranberry, Orange
and Grapefruit Juices

\$20.95 per person

Breakfast Buffets are designed for a maximum duration of two hours. Each beak requires a minimum guarantee of 20 people. A \$75 labor and preparation charge will be applied for guarantees under 20 people.

THE EMBASSY BRUNCH

Assorted Flavored Croissants, Danish and Muffins
Fruit and Nut Breads to include Chocolate Swirl,
Cinnamon Struesel, Cranberry Orange and Banana
Flavored and Regular Cream Cheeses,
Fruit Preserves and Butter
Seasonal Fruits and Berries with Freshly Whipped Cream
Quiche Florentine and Quiche Lorraine
Scrambled Eggs with Spinach, Diced Tomatoes
and Feta, Canadian Bacon and Spicy Sausage Patties
Smoked Salmon Display with Diced Tomatoes,
Cucumbers, Hard Boiled Eggs, Red Onion and Capers.
Served with Assorted Bagels,
Plain and Chive & Onion Cream Cheese
Apple, Cranberry, Tomato,
Orange and Grapefruit Juices
Freshly Brewed Regular, and Decaffeinated Coffee,
with Hazelnut and French Vanilla Flavored Creamers
Selection of Herbal Teas with Honey and Lemon
Hot Chocolate served with Freshly Whipped Cream,
Powdered Cocoa and Milk Chocolate Shavings

\$36.95 per person

AMERICAN BREAKFAST BUFFET

Fluffy Scrambled Eggs, Home Fried Potatoes
Crispy Bacon and Sausage Links
Seasonal Fresh Fruit Salad Garnished with Mint Sprigs
Assorted Muffins, Danish and Bagels
Flavored and Regular Cream Cheeses,
Fruit Preserves and Butter
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon, and Hot Chocolate

Apple, Cranberry,
Orange and Grapefruit Juices

\$28.95 per person

Attended Omelette Station with Cheddar, Swiss and Feta Cheeses,
Green Peppers, Fresh Spinach, Onions, Tomatoes, Mushrooms and Ham

\$ 8.95 per person / \$95 attendant fee

Attended Waffle Station with Fresh Strawberries, Blueberries and Sliced Bananas,
Warm Maple Syrup, Butter, Whipped Cream and Powdered Sugar

\$ 7.95 per person / \$95 attendant fee

Smoked Salmon Display with Diced Tomatoes, Cucumbers,
Capers, Hard Boiled Eggs, and Red Onions.

\$ 10.50 per person

Hot and Cold Cereals and Grits with Skim and 2% Milk

\$ 3.00 per person

Croissant, Biscuit or Bagel Breakfast Sandwiches:
Egg and Cheese, Egg and Ham, Egg and Sausage

\$32.00 per dozen

Bloody Mary and Mimosa Bar

\$ 7.95 per person / \$95 bartender fee

Afternoon Breaks are designed for a maximum duration of two hours. Each requires a minimum of 15 people.
A \$75 labor and preparation charge will be applied for guarantees under 15 people.

ON THE LIGHT SIDE

Assorted Yogurt Cups
Fresh Strawberry and Pineapple Kebabs
Individual Bags of Trail Mix ,
Yogurt Covered Pretzels,
and Assorted Granola Bars
Fresh Vegetable Display
with Lite Dill Cream Cheese Dip
Assorted Soft Drinks,
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon,
and Bottled Spring Water

\$17.95 per person

SALTY 'N SWEET

Potato Chips
with French Onion Dip
Tortilla Chips
with Spinach and Artichoke Dip
Roasted Garlic Hummus
with Pita Triangles
Freshly Baked Cookies to include
Chocolate Chip, Oatmeal Raisin,
Macadamia Nut, Peanut Butter
Fresh Strawberry,
Melon & Pineapple Kebabs
Assorted Soft Drinks,
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon,
and Bottled Spring Water

\$17.95 per person

SWEET TOOTH

Freshly Baked Cookies to include
Chocolate Chip, Oatmeal Raisin,
Macadamia Nut, Peanut Butter
Frosted Fudge Brownies
and Caramel Blondies
Fresh Strawberry,
Melon & Pineapple Kebabs
Assorted Soft Drinks,
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon,
and Bottled Spring Water

\$15.95 per person

Afternoon Breaks are designed for a maximum duration of two hours. Each requires a minimum of 15 people.
A \$75 labor and preparation charge will be applied for guarantees under 15 people.

SNACK ATTACK

Fresh Strawberry, Melon & Pineapple Kebabs

Freshly Baked Cookies to include Chocolate Chip, Oatmeal Raisin, Macadamia Nut, Peanut Butter

Assorted Candy Bars, individual Bags of Popcorn, Assorted Potato Chips, Peanuts, and Pretzels

Assorted Soft Drinks,

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon,
and Bottled Spring Water

\$16.95 per person

ICE CREAM SHOPPE

Vanilla Bean, Chocolate and Strawberry Ice Cream

with Dark Hot Fudge, Fresh Strawberry and Caramel Sauces

Mini Chocolate Chips, Rainbow Sprinkles, Peanuts, Crushed Oreo Cookies,
Whipped Cream and Maraschino Cherries

Freshly Baked Cookies to include, Chocolate Chip, Oatmeal Raisin,
Macadamia Nut, Peanut Butter, Frosted Fudge Brownies and Caramel Blondies

Assorted Soft Drinks,

Freshly Brewed French Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon,
and Bottled Spring Water

\$18.95 per person plus \$50 Server Fee

Conference Packages are designed for a maximum duration of two hours. Each requires a minimum of 25 people.
A \$75 labor and preparation charge will be applied for guarantees under 25 people.

THE COFFEE CART

BEFORE YOUR MEETING

Assorted Croissants, Danish, Muffins and Bagels
Flavored and Regular Cream Cheeses,
Fruit Preserves and Butter
Fresh Strawberry and Pineapple Kebabs with Lemon Yogurt Dip
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon, Hot Chocolate
Apple, Cranberry, Orange and Grapefruit Juices

MID-MORNING BREAK

Refreshment of Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon,
Hot Chocolate, Assorted Soft Drinks, and Bottled Spring Water

AFTERNOON BREAK

Freshly Baked Cookies to include Chocolate Chip,
Oatmeal Raisin, Macadamia Nut, Peanut Butter
Frosted Fudge Brownies and Caramel Blondies
Assorted Soft Drinks, Freshly Brewed French
Roast Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon, Iced Tea and Bottled Spring Water

\$35.95 per person

THE PAVILION PACKAGE

EXECUTIVE CONTINENTAL BREAKFAST

Assorted Croissants, Danish, Muffins, Bagels,
Cinnamon and Sweet Pecan Buns
Flavored and Regular Cream Cheeses,
Fruit Preserves and Butter
Freshly Sliced Seasonal Fruit Display with Lemon Yogurt Dip
Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas,
Honey, Lemon, Hot Chocolate
Apple, Cranberry, Orange and Grapefruit Juices

MID-MORNING BREAK

Refreshment of Freshly Brewed French Roast
Regular and Decaffeinated Coffee
with a Selection of Herbal Teas, Honey, Lemon,
Hot Chocolate, Assorted Soft Drinks and Bottled Spring Water

LUNCH

Choice of Served Luncheon or Buffet

AFTERNOON BREAK

Please choose a break
from our Afternoon Break selections

\$57.95 per person

All Served Lunches include: **Choice of one Entrée** from our Entrée Selections, Warm White and Cracked Wheat Rolls, Tossed Garden Green Salad with Cherry Tomatoes, Cucumber, Mushrooms and Carrots, Garden Buttermilk Ranch and Champagne Mustard Vinaigrette Dressings, Chef's Selection of Fresh Seasonal Vegetables and Rice or Potato, Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas And Iced Water with Lemon, **Choice of one Dessert from our Dessert Selections**

PESTO CHICKEN

Boneless Breast of Chicken
Sautéed in Garlic and Lime
and Topped with Pesto

\$30.95 per person

CHICKEN MARSALA

Sautéed Boneless Breast of Chicken
with Fresh Mushrooms, Scallions
and Garlic in a Marsala Wine Sauce

\$30.95 per person

CHICKEN FLORENTINE

Boneless Breast of Chicken
Stuffed with Spinach and Boursin Cheese
and Topped with a Tomato Cream Sauce

\$30.95 per person

CHICKEN DI LUCA

Sautéed Boneless Breast of Chicken
Topped with Capers, Sundried Tomatoes
and Artichokes in a Lemon White Wine Sauce

\$30.95 per person

VEGETARIAN LASAGNA

Four Layer Squash, Zucchini,
Mushroom and Spinach Lasagna
Served in a Creamy
White Cheddar Sauce

\$27.95 per person

WILD MUSHROOM RAVIOLI

Portobello and Shitake Mushroom Ravioli
Served with a Light Cream Sauce and
Sprinkled with Freshly Grated Parmesan Cheese

\$27.95 per person

TORTELLINI PRIMAVERA

Tortellini Pasta Tossed with Mixed Vegetables
in a Creamy Basil and White Wine Sauce

\$27.95 per person

ROAST BEEF BORDELAISE

Tender Sliced Beef Served with
a Red Wine and Fresh Herb Sauce

\$32.95 per person

LONDON BROIL

Sliced and Served with
a Rich Wild Mushroom Glaze

\$32.95 per person

GRILLED ATLANTIC SALMON

Filet of Salmon Broiled and
Topped with Dijon Mustard Glaze

\$32.95 per person

GINGER TILAPIA

Broiled Filet of Tilapia
Topped with a Ginger Soy Glaze

\$32.95 per person

LEMONGRASS SEA BASS

Broiled Filet of Sea Bass
Topped with a Miso Lemongrass Sauce

(Market Price)

Luncheon Buffets are designed for a maximum duration of two hours. Each requires a minimum of 25 people. A \$75 labor and preparation charge will be applied for guarantees under 25 people. Buffets include Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas, Iced Tea, Assorted Soft Drinks and Bottled Spring Water

Please choose two Desserts from our Dessert Selections

FRESH FIELDS

(Please choose one Soup)

Crab Chowder,
Home Style Chicken Noodle or
Fresh Broccoli Floret
and Cheddar Cheese Soup

Mini Croissants and
Rosemary Potato Silver Dollar Rolls

Greek Chicken Salad
with Feta Cheese,
Calamata Olives and Red Onions

Red Bliss Dill Potato Salad

Albacore Tuna Salad
with Diced Red and Green Peppers

Alamo Chicken Salad
with Sundried Tomatoes

Fresh Seasonal Fruit & Berry Salad
with Honey Lime Dressing

Roasted Garlic Hummus
with Pita Triangles

\$31.95 per person

EXECUTIVE DELI SANDWICH BUFFET

(Please choose one Soup)

Crab Chowder,
Home Style Chicken Noodle or
Fresh Broccoli Floret
and Cheddar Cheese Soup

Red Bliss Dill Potato Salad,
Marinated Mushroom,
Broccoli and Red Onion Salad

Fresh Seasonal Fruit Display

Assorted Bags of
Potato Chips and Pretzels

Assorted Deli Sandwiches to include:

Cajun Chicken Salad on Baguette,
Roast Beef and Provolone on a Kaiser Roll,
Albacore Tuna Salad on a Croissant,
Turkey and Swiss on Rosemary Focaccia,
Grilled Vegetable and
Roasted Garlic Hummus Tortilla Wrap

\$32.95 per person

THE DELICATESSEN

(Please choose one Soup)

Crab Chowder,
Home Style Chicken Noodle Soup
or Fresh Broccoli Floret
and Cheddar Cheese Soup

Red Bliss Dill Potato Salad

Tossed Garden Green Salad with
Cherry Tomatoes, Cucumber,
Mushrooms and Carrots

Garden Buttermilk Ranch and
Champagne Mustard Vinaigrette Dressings

Assorted Bags of Potato Chips and Pretzels

White and Whole Wheat Kaiser Rolls,
Croissants, Pita Pockets,
Rosemary Focaccia Bread

Assorted Gourmet Deli Meats to include:
Smoked Turkey, Honey Ham,
Roast Beef and Corned Beef
Swiss, Cheddar and Provolone Cheeses

Green Leaf Lettuce, Sliced Red Onions,
Vine Ripened Tomatoes, Kosher Dill Pickle Spears

\$35.95 per person

Luncheon Buffets are designed for a maximum duration of two hours. Each requires a minimum of 25 people. A \$75 labor and preparation charge will be applied for guarantees under 25 people. Buffets include Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas, Iced Tea, Assorted Soft Drinks and Bottled Spring Water

Please choose two Desserts from our Dessert Selections

PAVILIONAIRE LUNCH BUFFET

Tossed Garden Green Salad with Cherry Tomatoes, Cucumber, Mushrooms and Carrots

Garden Buttermilk Ranch and Champagne Mustard Vinaigrette Dressings

Warm Gourmet White and Cracked Wheat Rolls and Butter

Chef's Selection of:
Hot Chicken Entrée
and Hot Pasta Entrée

\$26.95 per person

GOURMET BOXED LUNCHEONS

Boxed Luncheons include
a Piece of Whole Fruit,
Bag of Potato Chips,
Cookie,
Soft Drink and
Condiment Packet

Please choose selections from the following:

Assorted Deli Sandwiches to include:
Cajun Chicken Salad on Baguette,
Roast Beef and Provolone on a Kaiser Roll,
Albacore Tuna Salad on a Croissant,
Turkey and Swiss on Rosemary Focaccia,
Grilled Vegetable and Roasted Garlic Hummus Wrap

\$18.95 per person

THE SIENNA

Creamy Potato and Cheddar Cheese Soup,
Basket of Sourdough Rolls and Butter

Tossed Garden Green Salad with Garden Buttermilk Ranch and Champagne Mustard Vinaigrette Dressings

Cucumber Salad with Plum Tomatoes, Red Onion, Feta Cheese and Fresh Oregano in a Greek Vinaigrette

Grilled Boneless Breast of Marinated Chicken Topped with Fresh Tomato and Basil Coulis

Wild Mushroom Ravioli in a Light Cream Sauce and Fresh Seasonal Vegetables

\$36.95 per person

EMBASSY SUITES AT THE CHEVY CHASE PAVILION

LUNCHEON BUFFETS CONTINUED

Luncheon Buffets are designed for a maximum duration of two hours. Each requires a minimum of 25 people. A \$75 labor and preparation charge will be applied for guarantees under 25 people. Buffets include Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas, Iced Tea, Assorted Soft Drinks and Bottled Spring Water

Please choose two Desserts from our Dessert Selections

THAT'S ITALIAN!

Minestrone Soup and
a Basket of Garlic Toast

Traditional Caesar Salad with
Freshly Grated Parmesan Curls
and Garlic Croutons

Tossed Garden Green Salad
with Cherry Tomatoes,
Cucumber, Mushrooms and Carrots

Garden Buttermilk Ranch
and Champagne Mustard
Vinaigrette Dressings

Penne Pasta and Fettuccine
Served with Basil Marinara,
Pesto Cream and Rich Alfredo Sauces

Grilled, Sliced Boneless Chicken Breasts
and Spicy Italian Sausage

Wild Mushroom Ravioli
in a Light Cream Sauce

\$36.95 per person

THE EMPEROR'S FEAST

Spinach Salad with Diced Pineapple,
Jicama and Crunchy Chinese Noodles
in a Peach Citrus Vinaigrette

Shrimp and Oriental Vegetable Wonton Soup

Singapore Fried Rice

Sweet & Sour Chicken

Mongolian Beef Topped with
Scallions and Hoisin Sauce

Vegetable Spring Rolls
Served with Duck Sauce and Soy Sauce

Vegetable Stir Fry to include
Snow Peas, Carrots, Water Chestnuts,
Mushrooms, Baby Corn and Bean Sprouts
Fortune Cookies and Mango Mousse Cake

\$36.95 per person

SOUTH OF THE BORDER

Creamy Chicken and
Poblano Pepper Soup

Tri-Colored Tortilla Chips
with Lime Garlic Salsa and
5-Layer Spicy Taco Dip

Spanish Rice

Southwestern Egg Rolls
Served with Remoulade

Crisp Romaine
and Radicchio Lettuce
Tossed in a Lime Cilantro Dressing

Roasted Corn,
Black Bean and Zucchini Salad

Marinated Chicken
and Beef Strips Sautéed with
Red and Green Peppers and Onions

Soft Flour Tortillas,
Grated Cheddar Cheese,
Black Beans, Pico de Gallo,
Sour Cream and Guacamole

\$36.95 per person

EMBASSY SUITES AT THE
CHEVY CHASE PAVILION

4300 Military Rd NW
Washington, DC 20015

All prices are subject to 22% taxable service charge and 10% sales tax.

Direct 202.362.9300 | Fax 202.686.3405

embassysuites@destinationhotels.com | www.embassysuitesdc.com

Reception Displays are designed for a maximum duration of two hours. Each requires a minimum of 20 people.
A \$75 labor and preparation charge will be applied for guarantees under 20 people.

INTERNATIONAL & DOMESTIC CHEESE DISPLAY

A Selection of Imported
and Domestic Cheeses
Garnished with Fruit
Served with Sliced Baguette
and Gourmet Crackers

\$7.95 per person

CRUDITÉS DISPLAY

A Selection of Fresh
Seasonal Vegetables with
a Garden Buttermilk Ranch,
Bleu Cheese Avocado
and a Garlic Herb Dip

\$7.95 per person

SPINACH & ARTICHOKE DIP

Spinach and Artichoke Hearts
Blended in a Cream Cheese Sauce
Served with Tri-Colored Tortilla Chips
and Sliced Baguette

\$7.95 per person

RECEPTION SNACKS

Mixed Nuts, Potato Chips with French Onion Dip

Roasted Garlic Hummus with Bagel Chips

5-Layer Spicy Taco Dip

\$8.95 per person

GOURMET DESSERT STATION

Assorted Cubed Fresh
Seasonal Fruits with Honey Yogurt Dip

Assorted French Pastries,
Tea Cakes, Petit Fours and Truffles
including Raspberry, White Chocolate,
Mocha, Bavarian Cream,
Caramel and Dark Chocolate

Assorted Cheesecake Bites
Served with Fresh Strawberry,
Blueberry and Chocolate Sauces

Milk Chocolate Mousse Served in
Marbled Dark and White Chocolate Tulip Cups

Chocolate Dipped Strawberries and Pineapple

\$15.95 per person

MARYLAND CRAB DIP

Creamy Maryland Crab Dip
Served with Pita Triangles
and Sliced Baguette

\$8.95 per person

SEAFOOD DISPLAY

Chilled Jumbo Shrimp
and King Crab Claws
Served with Cocktail Sauce
and Fresh Lemon Wedges
Lobster Salad with Micro Greens
Served on Endive Spoons
Smoked Salmon
and Caviar Canapes

\$17.95 per person

GRILLED VEGETABLE DISPLAY

Grilled Eggplant, Zucchini,
Asparagus, Portobello Mushrooms
and Red Peppers
Tomatoes with Fresh Mozzarella
and Basil
Drizzled with Olive Oil

\$10.95 per person

There is a (50) piece minimum order required for each Hors d'Oeuvres

COLD HORS D'OEUVRES SELECTIONS

Roasted Tomato Bruschetta	<i>\$1.00 per piece</i>
Artichoke Puttanesca Barquette	<i>\$1.00 per piece</i>
Shrimp and Scallop Ceviche in a Cucumber Cup	<i>\$1.50 per piece</i>
Melon Wrapped in Prosciutto	<i>\$1.00 per piece</i>
Chilled Jumbo Shrimp with Fresh Lemon Wedges and Cocktail Sauce	<i>\$2.00 per piece</i>
Sliced Baguette Topped with Goat Cheese, Raspberry and Blueberry and garnished with Mint	<i>\$1.00 per piece</i>

HOT HORS D'OEUVRES SELECTIONS

Sesame Chicken Bites	<i>\$1.50 per piece</i>
Buffalo or Teriyaki Chicken Wings	<i>\$1.50 per piece</i>
Chicken Cordon Bleu Minis	<i>\$1.50 per piece</i>
Chicken Wellington	<i>\$1.50 per piece</i>
Thai Peanut Chicken Satay	<i>\$2.00 per piece</i>
Blue Cheese and Pear Filo Star	<i>\$1.50 per piece</i>
Jalapeno Poppers	<i>\$1.00 per piece</i>
Vegetable or Chicken Empanadas with Black Bean Dipping Sauce	<i>\$2.00 per piece</i>
Raspberry Brie Filo Star	<i>\$1.50 per piece</i>
Mini Reubens	<i>\$2.00 per piece</i>

There is a (50) piece minimum order required for each Hors d'Oeuvres

HOT HORS D'OEUVRES SELECTIONS CONTINUED

Petite Quiche	<i>\$1.00 per piece</i>
Swedish Meatballs	<i>\$2.00 per piece</i>
Vegetable Spring Rolls	<i>\$1.50 per piece</i>
Wild Mushroom Tartlets	<i>\$1.50 per piece</i>
Spanakopita	<i>\$1.50 per piece</i>
Petite Filet Mignon with Peppercorn Sauce	<i>\$2.50 per piece</i>
Margarita Beef Kebabs	<i>\$2.00 per piece</i>
Teriyaki Beef Kebabs	<i>\$2.00 per piece</i>
Southwest Steak Crisps	<i>\$2.00 per piece</i>
Mushroom Caps Stuffed with Spinach and Brie, Sausage or Crabmeat	<i>\$1.50 per piece</i>
Coconut Shrimp	<i>\$2.00 per piece</i>
Scallops Wrapped in Bacon	<i>\$2.50 per piece</i>
Petite Maryland Crab Cakes with Spicy Remoulade Sauce	<i>\$2.50 per piece</i>

Carving Stations are designed for a maximum duration of two hours. Each requires a minimum of 25 people.
A \$75 labor and preparation charge will be applied for guarantees under 25 people. \$75.00 Carver Fee required.

PEPPER CRUSTED TENDERLOIN OF BEEF

Cracked Peppercorn Crusted Beef Tenderloin
Served with a Wild Mushroom Sauce
and Horseradish Mayonnaise
Rosemary Silver Dollar Rolls

\$12.95 per person

ROAST TOP ROUND OF BEEF

Choice Top Round Beef
Served with Caramelized Onions,
Dijon Mustard, Dill Mayonnaise
and Horseradish Sauce
Rosemary Silver Dollar Rolls

\$9.95 per person

CRUSTED PORK LOIN

Herb Crusted Pork Loin
Served with Cranberry-Apple Chutney
and Dijon Mustard
Rosemary Silver Dollar Rolls

\$10.95 per person

STEAMSHIP OF BEEF

Slow Oven-Cooked Beef
Served with Dijon Mustard,
Dill Mayonnaise and
Horseradish Sauce
Rosemary Silver Dollar Rolls

\$10.95 per person or \$500 per unit
One unit serves 50 people

ATLANTIC SALMON

Poached Atlantic Salmon
Served with Sliced Cucumbers,
Chopped Red Onions
and a Herb Dill Sauce,
with Toasted French Bread

\$11.95 per person

WHOLE ROASTED TURKEY

Slow Roasted Turkey Breast
Served with Dill Mayonnaise
and Cranberry Relish
Rosemary Silver Dollar Rolls

\$8.95 per person

BOURBON GLAZED VIRGINIA HAM

Bourbon and Brown Sugar Glazed Ham
Served with Honey Cup Pineapple
and Stone Ground Mustards
Rosemary Silver Dollar Rolls

\$11.95 per person

All Dinner Entrées include Warm White and Cracked Wheat Rolls with Butter, Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas and Iced Water with Lemon. **Please choose a Soup OR Salad and one Dessert from our menu**

CHICKEN DI LUCA

Sautéed Boneless Breast of Chicken
Topped with Capers,
Sundried Tomatoes and Artichokes
in a Lemon White Wine Sauce

\$38.95 per person

CHICKEN OSCAR

Boneless Breast of Chicken Topped with
Fresh Crab, Asparagus and
Hollandaise Sauce
On a Bed of Fresh Spinach Served with
Herb Roasted Parsley Potatoes

\$39.95 per person

CHICKEN ROSEMARY

Boneless Breast of Chicken
Marinated in Rosemary,
Thyme and Olive Oil,
Saffron Risotto and
Fresh Seasonal Vegetables

\$38.95 per person

LOBSTER RAVIOLI

Lobster Ravioli Topped with a
Cognac Cream Sauce
Fresh Seasonal Vegetables

\$32.95 per person

TORTELLINI PRIMAVERA

Tortellini Pasta Tossed with
Mixed Vegetables in a Creamy
Basil and White Wine Sauce

\$31.95 per person

ROMA PENNE PASTA

Penne Pasta Sautéed with
Vine Ripened Tomatoes, Fresh Basil
in a Garlic Butter Sauce
Topped with Freshly Grated
Parmesan Cheese Curls
and Fresh Seasonal Vegetables

\$31.95 per person

ROASTED PRIME RIB

Slow Roasted in Herbs and
Served with Au Jus and
Horseradish Sauce
Roasted Garlic Potato Puree
and Fresh Seasonal Vegetables

8oz. \$40.95 per person

12oz. \$42.95 per person

RACK OF LAMB

Oven Roasted Rack of Lamb
Topped with a Cabernet Sauce
and Garnished with Fresh Mint
Couscous and Baby Vegetables

\$43.95 per person

ROASTED PORK LOIN

Roasted Pork Loin
with a Honey Dijon Mustard Glaze
Rosemary Fingerling Potatoes
and Fresh Seasonal Vegetables

\$39.95 per person

All Dinner Entrées include Warm White and Cracked Wheat Rolls with Butter, Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas and Iced Water with Lemon. **Please choose a Soup OR Salad and one Dessert from our menu**

LONDON BROIL WITH WILD MUSHROOM SAUCE

Marinated Flank Steak Grilled, Sliced and Topped with a Rich Wild Mushroom Sauce
Twice Baked Potatoes
and Fresh Seasonal Vegetables

\$40.95 per person

FILET MIGNON WITH SHALLOT AND CABERNET SAUCE

Grilled Filet Mignon
Topped with Roasted Shallots
and Cabernet Sauce, Garlic
Mashed Potatoes and
Fresh Seasonal Vegetables

\$43.95 per person

SEARED BAY SCALLOPS

Seared Jumbo Bay Scallops on a
Bed of Sautéed Spinach
Topped with a Lemon Butter
White Wine Sauce and
Served over Linguine

\$39.95 per person

LEMONGRASS SEA BASS

Broiled Filet of Sea Bass Topped with
a Miso Lemongrass Sauce
Herb Roasted Parsley Potatoes
and Fresh Seasonal Vegetables

(Market Price)

THE DUET

Grilled 6oz. Filet Mignon
Topped with Roasted Shallots and Cabernet Sauce
Broiled 6oz. Sea Bass Filet
OR Four Jumbo Grilled Cajun Shrimp
Garlic Mashed Potatoes and Fresh Seasonal Vegetables

\$47.95 per person

BROILED SALMON HONEY DIJON

Fresh Atlantic Salmon Filet
Topped with a Honey Dijon Mustard Sauce
Fusilli Pasta and Fresh Seasonal Vegetables

\$38.95 per person

MAHI-MAHI

Seared Mahi Mahi Rolled in
Macadamia Nuts and
Parmesan Cheese
Topped with a Lemon Butter Sauce
Wild Rice Pilaf and
Fresh Seasonal Vegetables

\$39.95 per person

Dinner Buffets are designed for a maximum duration of two hours. Each requires a minimum of 25 people. A \$75 labor and preparation charge will be applied for guarantees under 25 people. Buffets include Freshly Brewed French Roast Regular and Decaffeinated Coffee with a Selection of Herbal Teas, Iced Tea, Assorted Soft Drinks and Bottled Spring Water. **Please choose two Desserts from our Dessert Selections**

PRIMA ITALIAN PASTA BUFFET

Basket of Garlic Toast

Minestrone Soup

Tossed Garden Green Salad
with Garden Buttermilk Ranch
and Champagne Mustard Vinaigrette

Traditional Caesar Salad
with Freshly Grated Parmesan Curls
and Garlic Croutons

Tomato, Basil and
Mozzarella Display
Drizzled with Vinaigrette

Four Cheese Meat Lasagna

Penne Pasta and Fettuccine
served with Basil Marinara,
Pesto Cream and Rich Alfredo Sauces

Grilled, Sliced Boneless
Chicken Breasts and
Spicy Italian Sausage

\$48.95 per person

CREATE YOUR OWN DINNER BUFFET

Includes Warm Gourmet White and Cracked Wheat Rolls,
Fresh Seasonal Vegetables and Chef's Selection of Rice or Potato.

SALAD CHOICES choose two

Tossed Garden Green Salad
with Garden Buttermilk Ranch
and Champagne Mustard
Vinaigrette Dressings

Fresh Fruit Salad
with Lemon Mint Dressing

Plum Tomatoes,
Fresh Mozzarella and
Grilled Portobello
Mushroom Salad

Spinach Salad
with Sliced Mushrooms,
Grape Tomatoes, Sliced Red
Onion and Crumbled Hard
Boiled Egg in a Honey
Dijon Mustard Dressing

Traditional Caesar Salad
with Freshly Grated
Parmesan Curls
and Garlic Croutons

Cucumber Salad
with Plum Tomatoes,
Red Onion, Feta Cheese
and Fresh Oregano in a
Greek Vinaigrette

ENTRÉE SELECTIONS choice of two \$48.95 per person OR Choice of three \$52.95 per person

Chicken Di Luca
Chicken Rosemary
Chicken Florentine
Pesto Chicken
Broiled Red Snapper

Grilled Lemon
& Herb Salmon
Macadamia Nut
Encrusted Mahi Mahi
Beef Bordelaise
London Broil

Tortellini Primavera
Wild Mushroom Ravioli,
or Roasted Vegetable Ravioli
or Smoked Mozzarella
& Basil Ravioli
Vegetable Lasagna
or Four Cheese Meat Lasagna

SOUPS

Roasted Red Pepper, Corn & Crab Chowder
 Home Style Chicken Noodle
 Creamy Chicken & Poblano Pepper
 Artichoke Chicken
 Vegetable Beef Barley
 Minestrone
 Three Bean Chili
 Broccoli Floret and Cheddar Cheese
 Loaded Baked Potato
 Roasted Squash and Butternut

SALADS

Tossed Garden Green Salad
 with Cherry Tomatoes,
 Cucumber, Mushrooms and Carrots,
 with Garden Buttermilk Ranch and
 Champagne Mustard
 Vinaigrette Dressings

Spinach Salad
 with Sliced Mushrooms,
 Grape Tomatoes, Sliced Red Onion
 and Crumbled Hard Boiled Egg
 in a Honey Dijon Mustard Dressing

Crisp Romaine and Radicchio
 Lettuce with Hearts of Palm,
 Toasted Pine Nuts and
 Champagne Mustard
 Vinaigrette Dressing

Mandarin Salad
 Field Greens, Mandarin Oranges,
 Slivered Almonds and
 Dried Cranberries
 with Raspberry Vinaigrette

Caesar Salad
 with Romaine Lettuce,
 Freshly Grated Parmesan Curls
 and Garlic Croutons and
 Traditional Caesar Dressing

DESSERTS

Mini New York Style Cheesecakes
 with Fresh Strawberry, Blueberry
 and Dark Chocolate Sauces

*Milk Chocolate Mousse
 in a White & Dark Chocolate
 Swirl Tulip Cup

* Sorbet Filled Frozen Fruit Shells
Please Choose One: Coconut, Mango,
 Pineapple, Lemon, or Peach

* Chocolate Lava Cake
 (Molten Center)

Chocolate Ganache Cheesecake

Key West Key Lime Pie

Chocolate Caramel Mousse Cake

Raspberry Lemon Cake

Pumpkin Cognac Cheesecake

Caramel Apple Blossom

Double Chocolate Fondant Cake

Passion Fruit Cake

Raspberry Swirl Cheesecake,

Berry Bumble Blossom

Cream Cheese Iced Carrot Cake

Pecan Bourbon Tart

Black Forest Cheesecake

Apple Blossom

Pineapple Upside Down Cake

Cabernet Pear Tart

* **Additional \$2.00 per person**

Tiramisu Cake

Chocolate Hazelnut Cake

Forest Berry Tart

Menu pricing is applicable for day or evening events and designed for a maximum duration of two hours. Each requires a minimum of 25 people. A \$75 labor and preparation charge will be applied for guarantees under 25 people. Buffets include unlimited Pitchers of Assorted Soft Drinks, Lemonade and Iced Water

CHILDREN'S SERVED MENU

3 – 12 Years Old

ENTRÉE SELECTIONS

Breaded Chicken Tenders with
Honey Mustard and Barbecue Dipping Sauces
Chicken or Cheese Quesadillas
Hot Dog **OR** Hamburger on a Bun
Penne Pasta with Marinara Sauce

SIDE ITEMS

Macaroni and Cheese
French Fries
Whole Kernel Buttered Corn

DESSERT

Chocolate Chip Cookie
Scoop of Vanilla **or** Chocolate Ice Cream
Sliced Strawberries with Whipped Cream

BEVERAGES

2% Milk, Apple or Orange Juice,
Sprite or Bottle of Water

\$15.95 per person

TEEN BUFFET MENU

13 – 19 Years Old

ENTRÉE SELECTIONS:

choose four

Tortilla Chips with Lime Garlic Salsa
Potato Chips with French Onion Dip
Roasted Garlic Hummus
with Bagel Chips
5-Layer Spicy Taco Dip
Fresh Seasonal Vegetable Display
with Ranch Dip
Fresh Strawberry, Melon
& Pineapple Mini Kebabs
Breaded Chicken Tenders
with Honey Mustard and
Barbecue Dipping Sauces
Assorted Mini Pizzas
Mozzarella Cheese Sticks
with Marinara Dipping Sauce
Chicken or Cheese Quesadillas
Buffalo or Teriyaki Chicken Wings

DESSERT SELECTIONS:

choose one buffet

MAKE –YOUR-OWN SUNDAE BAR!

Vanilla Bean, Chocolate
and Strawberry Ice Cream
with Dark Hot Fudge,
Fresh Strawberry and
Caramel Sauces,
Mini Chocolate Chips,
Rainbow Sprinkles, Peanuts,
Crushed Oreo Cookies,
Whipped Cream and
Maraschino Cherries

COOKIE CRAZE!

Freshly Baked Cookies to include
Chocolate Chip, Oatmeal Raisin,
Macadamia Nut, Peanut Butter
Brownie Pops , Caramel Blondies,
Assorted Candy Bars

\$21.95 per person

The host is responsible for a bartender fee of \$95 for the first four hours and \$25 for each additional hour for all bar selections listed per bar. One bar will service 75 guests. A bartender is required for all groups. The Hotel encourages responsible drinking. As the sole licensee for the consumption of alcohol on our premises and the collection of appropriate taxes, we are responsible for monitoring consumption and do not permit groups to bring alcohol from the outside into the Hotel.

HOSTED OPEN BAR

Hosted Open Bar Prices are based on a per person cost. The host is charged for the guaranteed attendance, or the actual number of guests, whichever is greater. Prices exclude bartender fees, service charge and tax.

Top Shelf Brand

First Hour

\$16.00 per person

Each Additional Hour

\$9.00 per person

Premium Brand

First Hour

\$14.00 per person

Each Additional Hour

\$7.00 per person

Beer and Wine

First Hour

\$10.00 per person

Each Additional Hour

\$5.00 per person

HOSTED CONSUMPTION BAR

Hosted Consumption Bar Prices are based on a per drink cost. The host is charged per drink based on an inventory of the bar before and at the conclusion of the event. Please choose either Top Shelf or Premium Brands. Prices exclude bartender fees, service charge and tax.

Top Shelf Cocktails	\$6.00	Domestic Beer	\$5.00
Premium Cocktails	\$5.50	Imported Beer	\$5.50
Cordials and Cognacs	\$7.00	Mineral Water	\$3.00
Wine	\$5.50	Soft Drinks	\$3.00

CASH BAR

Your guests are charged per drink. Prices include service charge and tax.

Top Shelf Cocktails	\$7.00	Domestic Beer	\$6.00
Premium Cocktails	\$6.50	Imported Beer	\$6.50
Cordials and Cognacs	\$8.00	Mineral Water	\$3.00
Wine	\$6.50	Soft Drinks	\$3.00

PREMIUM BRANDS

Whiskey: Canadian Club
Rum: Bacardi
Scotch: Dewars
Bourbon: Wild Turkey
Gin: Tanqueray
Vodka: Absolut
Tequila: Jose Cuervo

FEATURED CORDIALS

*on Top Shelf &
Premium Brand Bars*

Bailey's Irish Crème, Kahlua,
Di Saronno Amaretto,
Peach Tree Schnapps

BEERS

Domestic Beer

Budweiser, Budweiser Light,
Miller Lite,
Sharp's Non-Alcoholic

Imported Beer

Heineken, Amstel Light, Corona

TOP SHELF BRANDS

Whiskey: Crown Royal
Rum: Meyers
Scotch: Chivas Regal
Bourbon: Maker's Mark
Gin: Bombay Sapphire
Vodka: Grey Goose
Tequila: Jose Cuervo Especial

SPARKLING AND DESSERT WINES

Jules Bertier Sparkling Brut (France)	\$29.00
Prosecco Bortolomiol Prior Brut (France)	\$45.00
Maxime Godet Brut Champagne (France)	\$90.00
Dom Perignon (France)	\$250.00

HOUSE WINES

Leaping Horse Chardonnay (California)	\$29.00
Leaping Horse White Zinfandel (California)	\$29.00
Tamas Estates Pinot Grigio (California)	\$29.00
Guenoc Sauvignon Blanc (California)	\$29.00
Leaping Horse Cabernet Sauvignon (California)	\$29.00
Leaping Horse Merlot (California)	\$29.00

* Indicates wines are certified organic and/or sustainably produced

CHOICE WHITE WINES

* Girasole Vineyards Chardonnay Heitz Chardonnay (California)	\$42.00
Wente Riva Ranch Chardonnay (California)	\$45.00
Guenoc Pinot Grigio (California)	\$40.00
Girlan "Filadonna" Pinot Grigio (Italy)	\$36.00
Langtry Estates Sauvignon Blanc (California)	\$45.00
	\$48.00

CHOICE RED WINES

Bouchard Aine & Fils Bourgogne Pinot Noir (France)	\$38.00
* Girasole Vineyards Pinot Noir (California)	\$42.00
* Girasole Vineyards Cabernet Sauvignon (California)	\$40.00
Lyeth Cabernet Sauvignon (California)	\$40.00
Wente Sandstone Merlot (California)	\$40.00
Four Sisters Shiraz (Australia)	\$32.00
Stonemason Shiraz (Australia)	\$38.00

EMBASSY SUITES AT THE CHEVY CHASE PAVILION

AUDIOVISUAL EQUIPMENT

*Audio-Visual Technician Rates are subject to change based on time and date needed and the scope of services required. Minimum four-hour charge.

** If outside vendor services are contracted, the Hotel requires that an Audio-Visual Technician (from provider) is present during meeting hours. A \$75 per day electricity usage fee will be applied to groups who bring in outside Audio-Visual equipment. Please see Guidelines and Information page.

INTERNET / PHONE LINES	DAILY RATE	AUDIO EQUIPMENT	DAILY RATE
<u>High-Speed Internet Access (HSIA)</u>		Hand-held Microphone (corded)	\$ 40.00
Wireless Access (unlimited users)	\$150.00	Table-top or Standing Microphone (corded)	\$ 40.00
Wired Access (unlimited users plus hub costs below)	\$150.00	Press-to-talk Microphone (corded)	\$ 55.00
- 7-Port Network Hub (includes patch cables)	\$ 50.00	Digital Hybrid Telephone Interface (Getner Box)	\$150.00
- 24-Port Network Hub (includes patch cables)	\$ 75.00	* Requires Telephone Line Activation & AV Technician	
Polycom Conference Speaker Phone	\$140.00	Wireless Lavalier Microphone	\$130.00
Telephone Line Activation (Dial 9)	\$ 75/line	8-Channel Mixer	\$150.00
Telephone Line Activation (Direct Inward Dial Line)	\$150/line	16-Channel Mixer	\$200.00
		24-Channel Mixer	\$250.00
		Multi-disc CD Player	\$ 75.00
		Standing Podium with Microphone	\$125.00
		Standing or Table-top Podium	\$ 75.00
		Speaker System	\$195.00
		(Required with all Audio Equipment)	
<u>ACCESSORY ITEMS</u>	DAILY RATE	PROJECTION EQUIPMENT	DAILY RATE
Laptop (Windows XP—MS Office 2007)	\$150.00	LCD Multimedia Projector	\$350.00
Flip Chart Package (Includes one paper pad, colored markers and masking tape)	\$ 40.00	37" LCD/ DVD Package	\$250.00
Whiteboard (Dry Erase) with markers and eraser	\$ 40.00	DVD Player	\$ 50.00
Easel Stand	\$ 15.00	8' Projection Screen	\$ 50.00
Laser Pointer	\$ 25.00		
Power Strip or Extension Cord	\$ 5.00		
Audio-Visual Technician	\$100/hour		

EMBASSY SUITES AT THE
CHEVY CHASE PAVILION

4300 Military Rd NW
Washington, DC 20015

All prices are subject to 22% taxable service charge and 6% sales tax.

Direct 202.362.9300 | Fax 202. 686.3405

embassysuites@destinationhotels.com | www.embassysuitesdc.com

Thank you for choosing the Embassy Suites at the Chevy Chase Pavilion for your upcoming event. We look forward to hosting your event and providing your guests with personalized, professional service. If you have questions about the following guidelines, please contact your Sales or Catering representative.

Establishment of Billing

Corporate Functions: Direct billing accounts may be established for corporate functions. Our accounting department requires a minimum of thirty (30) days to process a billing application. Should direct billing not be established, a signed credit card authorization must be provided to secure payment with full payment due upon conclusion of the event.

Social Functions: When securing space for a social banquet event, a non-refundable deposit (amount determined by Catering Representative) and signed contract must be received the Hotel to confirm your date and function space. The balance is due 72 business hours prior to the scheduled function. A signed credit card authorization must be on file to secure any balance due. All deposits are non-refundable and will be credited to your final bill.

Food and Beverage Buffets

To ensure we provide you with high quality foods and service, Continental Breakfasts, Full Breakfast Buffets, Luncheon Buffets and Afternoon Breaks are replenished for one hour. Dinner Buffets are replenished for 1 ½ hours.

Guarantees

Guaranteed confirmation for the number of guests attending your function must be submitted to your Catering Representative 72 business hours prior to your function. Should you fail to contact your Catering Representative with your final guarantee, your estimated number of attendees will be prepared for and billed accordingly. Please note there are minimum numbers of required attendees detailed on our catering menus for certain menu selections.

Outside Food and Beverage

As the sole licensee for the consumption of food and beverages on our premises and the collection of appropriate taxes, we are responsible for monitoring consumption and strictly prohibit groups from bringing in outside food or beverages into the Hotel.

Thank you for choosing the Embassy Suites at the Chevy Chase Pavilion for your upcoming event. We look forward to hosting your event and providing your guests with personalized, professional service. If you have questions about the following guidelines, please contact your Sales or Catering representative.

Additional Labor Set-Up Fees

If you require a change in meeting room set-up during your event, additional labor and/or set-up fees with an exact amount to be determined by your Catering Representative will be added to your bill.

Service Charge and Tax

A 22% service charge and 10% tax will be added to all meeting room set-up and food and beverage prices. A 22% service charge and 6% tax will be added to all audio-visual equipment prices. A 6% tax will be added to all bartender or banquet attendant fees. If you are a **District of Columbia tax-exempt** organization, please provide the proper tax exemption certificate with the signed contract.

Package Delivery

Packages for the hotel may be delivered no earlier than three (3) business days prior to the date of the function. The Hotel is not responsible for lost or stolen materials nor return shipping or storage of materials at the conclusion of the event. Please include the following information on the shipping label:

Conference name and date of event, On-site client contact name,
Attention: Sales and Catering Department/Hotel Catering Representative's name

Decorations or Displays

Any decorations or displays including banners and posters brought into the meeting rooms must be approved by your Catering Representative prior to arrival. At no time should any posters, displays, etc. be affixed to any wall in the meeting space other than by specialty tape provided by the hotel. The use of push pins, tacks, pins or nails is prohibited.

Thank you for choosing the Embassy Suites at the Chevy Chase Pavilion for your upcoming event. We look forward to hosting your event and providing your guests with personalized, professional service. If you have questions about the following guidelines, please contact your Sales or Catering representative.

Audio-Visual Equipment

We encourage you to rent audio-visual equipment from the Hotel as we are familiar with its operation. However, if you choose to provide your own equipment, in addition to a \$75.00 per day electricity usage fee, you will be responsible for the set-up, tear-down and facilitation of the equipment during the meeting and will be required to provide your own technician during meeting hours. In addition, when renting the Hotel equipment, it may be necessary to arrange for an on-site audio-visual technician to facilitate more complex set-ups; this decision will be made by your Catering Representative. We are pleased to arrange this service for you; pricing information is located on the audio-visual equipment list.

Parking

There is a parking garage adjacent to the hotel for hotel guests and visitors to the Chevy Chase Pavilion. The Hotel does not own this garage; therefore, parking fees apply to both local visitors and overnight guests. If you wish to purchase parking vouchers for your meeting attendees, the charge is \$24.00 per ticket, per day. We will apply these charges to your group master account. Please provide your Catering Representative with the number of parking vouchers needed 24-hours prior to your meeting.

High Speed Internet Access (HSIA) Restrictions

When utilizing HSIA through the Hotel, no outside equipment may be used including, but not limited to, routers (both wired and wireless), switches or the use of non-hotel approved security devices. Clients may provide their own patch cables should they be required. Should you require special equipment or need additional technical information on the Hotel's capabilities, please contact your Catering Representative.