



## 2016 Group Package Banquet Menus

## À LA CARTE

Assorted fruit and cheese-filled Danish  
Sliced breakfast breads  
Freshly-baked muffins  
Flaky croissants  
**\$36 per dozen**

New York-style bagels  
Served with regular and light cream cheese,  
Butter and select jellies  
**\$42 per dozen**

Whole fresh fruit  
**\$2.50 each**

Sliced seasonal fruit display with fresh berries  
**\$6.00 per person**

Assorted fruit yogurts  
**\$3.00 each**

Freshly-brewed coffee blends  
and hot tea selection  
**\$60.00 per gallon**

Half-pint assorted milks - 2%, skim, chocolate  
**\$2.50 each**

Hot jumbo soft pretzels  
Served with dipping mustard  
**\$2.50 each**

Individually-packaged chips,  
pretzels and popcorn  
**\$2.50 each**

Assorted mixed nuts  
**\$24.00 per pound**

Assorted home-style cookies, including:  
Chocolate chip, peanut butter, sugar  
and oatmeal raisin  
**\$36.00 per dozen**

Brownies, blondies,  
Lemon squares and raspberry bars  
**\$38.00 per dozen**

Gourmet ice cream bars  
**\$4.00 each**

Assorted soft drinks, bottled water  
and fruit juices  
**\$3.00 each**

Iced tea, lemonade or fruit punch  
**\$32.00 per gallon**

Red Bull® energy drinks  
**\$4.00 each**

## CONTINENTAL BREAKFAST AND THEME BREAKS

Breaks are priced per person and are for a maximum of 2 hours.

### **THE POTOMAC**

Assorted breakfast breads and pastries  
Cubed fresh fruit with seasonal berries  
Freshly-brewed coffee, decaffeinated coffee, assorted hot teas  
and chilled fruit juices

**\$16.50**

### **THE LOUDOUN**

Assorted breakfast breads, pastries, croissants and bagels  
Cream cheese, sweet butter, jams and preserves  
Assorted yogurts  
Sliced fresh fruit with seasonal berries  
Assorted dry cereals with whole, 2% and skim milk  
Freshly-brewed coffee, decaffeinated coffee, assorted hot teas and chilled fruit juices

**\$18.50**

### **BEVERAGE BREAK**

Freshly-brewed coffee and decaffeinated coffee with flavored syrups  
Assorted hot teas, assorted soft drinks and bottled water

**\$10**

### **GAME DAY**

Hot jumbo soft pretzels with dipping mustard, popcorn, Cracker Jacks®, roasted peanuts  
Assorted soft drinks and bottled water

**\$14**

### **SWEET AND SALTY**

Snickers®, Kit-Kat® Bars, Hershey's® chocolate bars and M&M® candies  
Individual bags of chips, including Cheetos®, Doritos® and potato chips  
Assorted soft drinks and bottled water

**\$14**

### **HEALTHY CHOICE**

Vegetable crudité with ranch dip, hummus with garlic pita points  
Sliced fruit with honey yogurt dipping sauce  
Power Bars, granola bars, Vitamin Water and bottled water

**\$16**

### **THE ICE CREAM CART**

Assorted frozen novelties to include:  
Toll House Ice Cream Cookie Sandwiches,  
Häagen Daz®, Strawberry Shortcake Bars and Butterfinger® Bars  
Assorted soft drinks and bottled water

**\$14**

## **BREAKFAST BUFFET**

A minimum of 25 guests required for all buffets.  
For less than 25 guests, an additional \$125 service charge will be added.

### **NATIONAL BREAKFAST BUFFET**

Fluffy scrambled eggs with fresh chives  
Crisp bacon, sausage links  
Home fried potatoes  
Breakfast breads and pastries  
Assorted yogurt  
Cubed fruit with seasonal berries  
Freshly-brewed coffee, decaffeinated coffee, assorted hot teas and chilled fruit juices  
**\$17**

### **UPGRADE YOUR BUFFET**

Choose one or more of the following action stations in addition to  
The Breakfast Buffet

#### **PANCAKES**

Buttermilk pancakes with a variety of toppings, including:  
Maple syrup, honey, butter, bananas, blueberries, chocolate chips and pecans  
**\$7**

#### **FRENCH TOAST**

Thick Texas toast, dipped in a creamy egg wash  
Toppings include:  
Whipped cream, cinnamon, confectioner's sugar, maple syrup and butter  
**\$6**

#### **WAFFLES**

Made-to-order and accompanied by the following toppings:  
Strawberry and blueberry compotes, fresh bananas and candied walnuts  
Whipped cream, cinnamon, confectioner's sugar, maple syrup and butter  
**\$7**

#### **OMELETS**

Made-to-order with a vast assortment of ingredients:  
Bacon, sausage, ham, mushrooms, onions,  
peppers, tomatoes, Cheddar and Swiss cheeses  
**\$6**

#### **SMOOTHIE STATION**

Assorted gourmet fruit smoothies, made-to-order  
**\$6**

Attendant Fee of \$125.00 is required for any of the above action stations.

## **BOXED LUNCH OPTIONS**

Each lunch includes pasta salad, potato chips, piece of whole fruit, bottled water and cookies. Sodas are available for an additional charge

### **SMOKED TURKEY SANDWICH**

Smoked turkey on an oversized croissant with Provolone cheese, sliced tomatoes and Greenleaf lettuce

### **SLICED ROAST SIRLOIN SANDWICH**

Peppered roast beef on ciabatta bread with horseradish aioli and aged Cheddar cheese

### **ITALIAN HOAGIE**

Capicola, honey smoked ham, Genoa salami, pepperoni, Provolone cheese, roasted red peppers on a hoagie roll

### **THE VEGETARIAN**

Grilled seasonal vegetables with Boursin cheese in a spinach wrap

### **RANCH CHICKEN AND BACON WRAP**

Grilled marinated chicken breast, crispy bacon and Ranch dressing with lettuce and tomato  
Wrapped in a flour tortilla

### **CHICKEN CAESAR SALAD**

Grilled marinated chicken breast with atop crisp romaine lettuce  
Traditional dressing, home-style croutons and Parmesan cheese

**\$10.00 each for any of the selections**

## LUNCH BUFFETS

A minimum of 25 guests required for all buffets.  
For less than 25 guests, an additional \$125.00 service charge will be added.  
All lunch buffets include iced tea and coffee service.

### NEW YORK DELI TIME

Chopped salad greens with shredded carrots, cherry tomatoes, sliced cucumbers, croutons  
Italian dressing and basil vinaigrette  
Bocconcini and fresh grape tomatoes with balsamic reduction and fresh basil  
Fresh chopped fruit salad with lime juice  
Platter of smoked turkey breast, cured ham, hard salami and roast beef  
Platter of Swiss, Provolone and Cheddar cheeses  
Fresh tuna salad  
Mayonnaise, mustard and pesto aioli  
White, whole wheat, marble rye breads and Kaiser Rolls  
Assorted cookies, brownies and blondies  
**\$22**

### LITTLE ITALY

Caesar salad with home-style croutons and Parmesan cheese  
Minestrone soup  
Grape tomato and bocconcini salad with chiffonade of basil and balsamic glaze  
Chicken Picatta with artichokes, capers and tomatoes  
Broccoli rabe with a red pepper bournoise  
Penne pasta Bolognese  
Tortellini Alfredo  
Garlic breadsticks  
Tiramisù, cannolis and biscotti  
**\$24**

### DELI-STYLE

Chef's choice of pasta salad  
Spinach salad with mushrooms, red onions and cherry tomatoes  
Fresh, cubed fruit salad with lime juice  
Platters of assorted pre-made sandwiches, to include:  
Turkey and Swiss with pesto aioli on ciabatta  
Roast beef and Cheddar with creamy horseradish on a Kaiser roll  
Tuna salad on an oversized croissant  
Grilled vegetarian wraps  
Individual bags of assorted potato chips  
Assorted cookies, brownies and blondies  
**\$24**

## SOUTHWESTERN FIESTA

Chicken tortilla soup  
Southwestern chopped salad with roasted corn, tomatoes, black beans and pepper jack cheese  
Spicy Ranch dressing  
Jicama coleslaw with creamy cilantro vinaigrette  
Fajita chicken strips with onions and peppers  
Seasoned taco beef  
Soft flour tortillas and corn taco shells  
Refried beans  
Spanish rice  
Pico de Gallo salsa, shredded lettuce, jalapeño peppers and black olives  
Sour cream and shredded Cheddar cheese, guacamole  
Dulce Tres Leches  
Fresh cubed fruit  
**\$26**

## A TASTE OF ASIA

Egg-drop soup  
Chilled vegetable Lo-mein salad  
Asian cabbage slaw with rice wine dressing  
Hoisin-glazed chicken breast  
Beef and broccoli stir fry with garlic sauce  
Vegetable fried rice  
Jasmine rice  
Baby bok choy  
Fresh cubed fruit  
Fortune cookies  
**\$24**

## SERVED LUNCH ENTREES

All plated entrées served with choice of salad and dessert, medley of fresh seasonal vegetables, sliced artisan breads with sweet butter, iced tea and coffee service.

### **FLAT IRON BEEF STEAK**

Peppercorn demi-glace  
Horseradish-whipped potatoes  
**\$26**

### **HERB-GRILLED CHICKEN**

Balsamic onion jam  
Parmesan rice pilaf  
**\$22**

### **CHICKEN PICCATA**

Artichokes, diced tomatoes and capers  
Herb infused cous-cous  
**\$26**

### **LEMON HERB SALMON**

Mediterranean orzo with peppers and olives Provençal  
**\$24**

### **GRILLED PETIT FILET OF BEEF TENDERLOIN**

Wild forest mushroom ragoût  
Rosemary roasted fingerling potatoes  
**\$32**

### **ROASTED VEGETABLE WELLINGTON**

Medley of fresh organic marinated vegetables wrapped in puff pastry  
Red pepper coulis  
**\$16**

## LUNCH

### SALAD SELECTIONS

Baby organic field greens with toasted sunflower seeds, grape tomatoes,  
Chèvre cheese, julienne dried apricots  
Champagne vinaigrette

Garden green salad with cucumbers, matchstick carrots,  
grape tomatoes, home-style croutons  
Balsamic vinaigrette

Mesclun greens with poached pear slices, Bleu cheese, spiced pecans  
Apple cider vinaigrette

Bibb and Lola Rosa lettuce with hearts of palm, mandarin oranges,  
Roasted red peppers, fresh Mozzarella  
Citrus vinaigrette

Classic Caesar salad with crisp romaine lettuce, home-style croutons, Parmesan cheese  
Creamy Caesar dressing

### DESSERT CHOICES

Flourless chocolate torte with a raspberry coulis

Seasonal fruit tart with vanilla Grand Marnier sauce

Individual red velvet cakes with cream cheese frosting

Tiramisù with Kahlúa sauce

Lemon raspberry tart

Salted caramel mousse

New York cheesecake with strawberries

Hazelnut oval crunch

Pineapple-upside-down cake

## DINNER BUFFETS

A minimum of 25 guests required for all buffets.  
For less than 25 guests, an additional \$125.00 service charge will be added.

### **BACKYARD BBQ**

Chopped salad greens with cherry tomatoes, cucumbers and carrot curls  
With Balsamic Vinaigrette and Ranch Dressings  
Traditional potato and macaroni salads  
Grilled hamburgers  
All-beef hot dogs  
Marinated BBQ chicken breasts  
Steamed fresh corn-on-the-cob  
Classic Baked beans  
Platters of Provolone, Swiss and American cheeses  
Condiment tray of lettuce, sliced tomatoes, red onions and dill pickle spears  
Mustard, ketchup and mayonnaise  
Assorted seasonal cubed fruit  
Chef's selection of assorted fruit pies

**\$31**

### **THE EASTERN SHORE**

Fresh spinach salad with red onions, mushrooms, strawberries and caramelized walnuts  
Raspberry vinaigrette  
Green bean and Roma tomato salad with red onions  
Pan-seared local rockfish with almond-butter sauce  
Local Maryland-style crab cakes with a Cajun rémoulade  
Marinated grilled chicken breast with sage demi-glace  
Roasted baby red potatoes with parsleyed butter  
Fresh market vegetables  
Freshly-baked rolls with sweet creamery butter  
Chef's selection of gourmet cakes and pies

**\$49**

### **SOUTHERN HOSPITALITY**

Tossed chophouse salad with tomatoes, cucumbers, corn and roasted pecans  
Marinated mushroom salad  
Sweet pea and red onion salad  
Fried chicken breast with honey Dijon sauce  
Blackened grouper with Créole sauce  
Boneless beef short ribs with tangy BBQ sauce  
Roasted sweet potato wedges  
Spicy dirty rice  
Fresh market vegetables  
Freshly-baked rolls with creamery butter  
Chef's selection of assorted cheesecakes with fruit toppings

**\$41**

## DINNER BUFFETS

(Continued)

### THE NATIONAL TREASURE

Organic mesclun greens, grape tomatoes, Maytag blue cheese, Vidalia onions,  
Apple cider vinaigrette  
Boston Bibb and radicchio with hearts of palm, orange suprême, roasted red pepper,  
Raspberry vinaigrette  
Platters of fresh Mozzarella and ripe tomatoes,  
Balsamic reduction and fresh basil  
Chilled asparagus spears with lemon vinaigrette  
Sliced beef tenderloin with wild mushroom ragoût  
Oven roasted sustainable Pacific halibut with lemon beurre-blanc  
Chicken Florentine with creamy spinach pesto sauce  
Potatoes au gratin  
Long-grain Minnesota wild rice  
Assortment of steamed baby vegetables  
Freshly-baked rolls and butters  
Assorted, petit gourmet desserts  
**\$57**

## DINNER ENTRÉES

All plated entrées served with choice of salad and dessert, medley of fresh seasonal vegetables, sliced artisan breads with sweet butter and coffee service

### **CHICKEN FLORENTINE**

Grilled Chicken breast topped with spinach  
Creamy Chardonnay reduction  
Wild long-grain rice  
**\$30**

### **GRILLED CHICKEN MARSALA**

Grilled chicken breast with a slightly sweet, fortified wine demi-glace  
Wild long-grain rice  
**\$27**

### **SLOW-SIMMERED BONELESS BEEF SHORT RIBS**

Presented with a red wine reduction  
Cheddar-whipped Potatoes  
**\$33**

### **PAN-SEARED WILD ALASKAN SALMON**

Served with garden fresh dill beurre-blanc  
Pan-fried polenta cake  
**\$35**

### **GRILLED TENDERLOIN FILET OF BEEF**

With wild forest mushroom ragoût  
Caramelized shallot-whipped potatoes  
**\$47**

### **MARYLAND CRAB CAKES**

Fresh jumbo lump crab meat topped with tarragon butter sauce  
Parmesan rice pilaf  
**\$45**

### **GRILLED SUSTAINABLE PACIFIC HALIBUT**

Enhanced with an orange ginger butter sauce  
Herb-infused cous-cous  
**\$43**

### **ORGANIC VEGETABLE NAPOLÉON**

Medley of fresh organic marinated vegetables with Sauce Aurora  
**\$25**

## DINNER

### SALAD SELECTIONS

Baby organic field greens with toasted sunflower seeds, grape tomatoes,  
Chèvre cheese, julienne dried apricots  
Champagne vinaigrette

Garden green salad with cucumbers, matchstick carrots, grape tomatoes,  
home-style croutons and Balsamic vinaigrette

Mixed salad greens with poached pear slices, Bleu cheese, spiced pecans  
Apple cider vinaigrette

Bibb and Lola Rosa lettuce with Hearts of Palm, mandarin oranges,  
roasted red peppers, fresh Mozzarella and served with a citrus vinaigrette

Classic Caesar salad with chopped romaine lettuce, home-style croutons,  
Parmesan cheese and served with a creamy Caesar dressing

### DESSERT CHOICES

Flourless chocolate torte with raspberry coulis

Seasonal fruit tart with vanilla Grand Marnier sauce

Individual red velvet cakes with cream cheese frosting

Tiramisù with Kahlua sauce

Lemon-raspberry tart

Salted caramel mousse

New York cheesecake with strawberries

Hazelnut Oval Crunch

Pineapple-upside-down cake

## RECEPTION ENHANCEMENT DISPLAYS

Our reception display enhancements will add variety and elegance to your event  
A minimum of 10 guests is required for display items. Pricing is per-person.

### **ANTIPASTO PLATTER**

Provolone and fresh Mozzarella cheeses  
Olives, pepperoncini, marinated mushrooms, artichoke hearts,  
marinated Roma tomatoes, Genoa Salami and Sliced Capicola  
Focaccia bread

**\$12**

### **CUBED SEASONAL FRUIT DISPLAY**

A wide array of seasonal fresh fruits  
Fruit and honey-yogurt dips

**\$8**

### **IMPORTED AND DOMESTIC CHEESES**

A fine selection of imported and domestic cheeses with fresh fruit garnish  
French baguette and a gourmet cracker selection

**\$9**

### **MARKET CRUDITÉ OF FRESH VEGETABLES**

Ranch dip

**\$6**

### **SPINACH AND ARTICHOKE DIP**

Garlic pita points and French baguette

**\$7**

### **MEDITERRANEAN SAMPLER**

Hummus, tabbouleh and baba ghanoush  
Roma tomatoes, Feta cheese, kalamata olives  
Garlic pita points and flatbreads

**\$10**

### **WARM, BAKED BRIE EN CROÛTE**

French triple-cream Brie filled with walnut and wild berry compote,  
Wrapped in puff pastry; presented with sliced French baguette

**\$9**

## HORS D'OEUVRES

Pricing is per piece with a minimum order of 50 pieces per item.

### **DELUXE**

**\$3.50**

#### COLD SELECTIONS

Smoked salmon rosettes on rye toast points with dill crème fraîche  
White bean and oregano hummus on crispy toast rounds  
Gazpacho shooters  
Dill shrimp salad in a savory tart shell  
Ratatouille in blossom tart  
Asparagus and Boursin cheese wrapped in beef tenderloin

#### HOT SELECTIONS

Pineapple shrimp skewers with soy glaze and a sweet chili dip  
Chicken Tandoori Skewer with yogurt tzatziki dipping sauce  
Hibachi beef skewer  
Herb-Cheddar biscuit with ham and red pepper jelly  
Asparagus and aged Gruyère quiche  
Sonoran chicken beggar's purse with Southwestern salsa  
Wild forest mushroom tartlette  
Peppadew & Goat Cheese Popper

### **GOURMET**

**\$4.00**

#### COLD SELECTIONS

Maryland crab salad in a blossom tartlette  
Beef tenderloin and horseradish cream on a crostini  
Balsamic marinated tomatoes and sweet basil  
and Parmesan cheese on toasted focaccia  
Jumbo shrimp with horseradish-infused cocktail sauce  
Ahi tuna tartare on cucumber rounds

#### HOT SELECTIONS

Beef tenderloin with Gorgonzola wrapped in bacon  
Baked Brie with pear and almond wrapped in crispy phyllo  
Chicken Marsala pot pie  
Shrimp Casino - Herbed shrimp wrapped in bacon  
Pistachio-encrusted chicken breast wrapped around asparagus spear,  
Served with a creamy Dijon sauce  
Lump crab and herb-stuffed mushrooms  
Fire-roasted vegetable empanadas  
Lobster lollipops with mango chutney

## RECEPTION STATIONS

A minimum of three stations must be selected when creating a dinner station buffet.

At least 25 guests and an attendant fee of \$125.00 per station are required.

One attendant per 100 guests is recommended. Pricing is per person.

### SCAMPI STATION

Jumbo gulf shrimp sautéed with garlic, butter, white wine, lemon and fresh Italian herbs

Served with traditional crusty bread

**\$16**

### CRAB CAKE STATION

Maryland crab cakes made with fresh, lump crabmeat and sweet peppers,

sautéed to order and served with rémoulade and lemon wedges

**\$18**

### CAESAR SALAD STATION

Classic Caesar salads, made-to-order and tossed with a selection

of grilled chicken, New York strip steak or grilled shrimp

**\$15**

### PASTA À LA MINUTE

Penne and tortellini pasta with Marinara, Alfredo and Pesto Sauces

Attendant to sauté condiments that include:

Mushrooms, tri-color peppers, broccoli, tomatoes,

black olives, garlic, baby shrimp and diced chicken

Parmesan cheese and garlic breadsticks

**\$14**

### MASHED POTATO BAR

Smashed Red Bliss, Yukon Gold,

and sweet potatoes with a variety of toppings, including:

Butter, sour cream, bacon, Cheddar cheese, chives, crumbled Bleu cheese,

crispy onions, and brown sugar pecans

**\$13**

### SLIDER STATION

Cheeseburgers with a chipotle relish

Pulled BBQ pork and Jerk chicken

Mango salsa

**\$16**

## DESSERT STATIONS

### FLOWING CHOCOLATE FOUNTAIN

Cantaloupe, honeydew, pineapple, strawberries,  
marshmallows and graham crackers

**\$15**

### APPLE FRITTERS

Deep-fried and accompanied by vanilla ice cream and caramel sauce

**\$12**

### BANANAS FOSTER

Sautéed bananas with brown sugar, butter and spiced rum  
Served over French vanilla ice cream

**\$12**

### ICE CREAM SUNDAE BAR

Vanilla, chocolate and strawberry ice cream

Sprinkles and jimmies

Chocolate and caramel sauces

Crushed Oreo® cookies

M&M® candies

Walnuts

Strawberry topping

Whipped cream

Maraschino cherries

**\$10**

## CARVERY STATIONS

Attendant required at \$125.00 per station.  
One attendant per 100 guests is recommended.

### **ROASTED TURKEY**

(Serves 25-30)

Served with cranberry sauce, mayonnaise  
and multi-grain rolls

**\$250**

### **GRILLED TENDERLOIN OF BEEF**

(Serves 15-20)

Served with creamy horseradish sauce  
and multi-grain rolls

**\$300**

### **MAPLE GLAZED HAM**

(Serves 30-35)

Served with Dijon mustard, mayonnaise  
and multi-grain rolls and buttermilk biscuits

**\$250**

### **TOP ROUND OF BEEF**

(Serves 40-45)

Served with creamy horseradish sauce, rosemary au jus  
and multi-grain rolls

**\$350**

### **WHOLE-ROASTED CHIPOTLE PORK LOIN**

(Serves 20-25)

Served with Créole mustard  
and multi-grain rolls

**\$300**

### **PRIME RIB OF BEEF**

(Serves 30-35)

Served with creamy horseradish sauce,  
herbed au jus and multi-grain rolls

**\$350**

## **BAR EXPERIENCE**

The sale and service of alcoholic beverages is regulated by the state of Virginia. As a licensee, The National Conference Center is responsible for the administration of these regulations; therefore liquor cannot be brought into the facility from outside sources.

Accordingly, no one under the age of 21 shall be served.

### **HOUSE BRANDS**

Beefeater gin  
Smirnoff vodka  
Bacardi rum  
Jose Cuervo tequila  
Canadian Club whiskey  
Dewar's scotch  
Jim Beam bourbon

### **CALL BRANDS**

Tanqueray gin  
Absolute vodka  
Captain Morgan spiced rum  
1800 Tequila  
Crown Royal Canadian whiskey  
Johnnie Walker Red scotch  
Jack Daniel's sour mash whiskey

### **PREMIUM BRANDS**

Bombay Sapphire gin  
Grey Goose vodka  
Goslings dark rum  
Patrón tequila  
Crown Royal Blended Canadian whiskey  
Chivas Regal scotch  
Makers Mark bourbon

## BAR SERVICE

### HOURLY BAR PER GUEST

Hourly bar includes unlimited consumption of brand drinks, domestic, premium, imported and non-imported alcoholic beer, house wines, soft drinks, mineral waters and fruit juices.

Bar packages are for a minimum of two hours and include bartending staff fees.

### HOUSE PACKAGE

\$24.00 per guest for the first two hours

\$8.00 per guest for each additional hour

### CALL PACKAGE

\$26.00 per guest for the first two hours

\$9.00 per guest for each additional hour

### PREMIUM PACKAGE

\$30.00 per guest for the first two hours

\$12.00 per guest for each additional hour

### BEER AND WINE PACKAGE

\$20.00 per guest for the first two hours

\$7.00 per guest for each additional hour

### HOSTED BAR CONSUMPTION

Hosted Bars require a bartender at \$125.00 each.

One Bartender per 75 guests is recommended.

	HOUSE BRANDS	CALL BRANDS	PREMIUM BRANDS
COCKTAILS	\$7.00	\$8.00	\$9.00
DOMESTIC BEER	\$5.50	\$5.50	\$5.50
PREMIUM BEER*	\$6.00	\$6.00	\$6.00
HOUSE WINE/BOTTLE	\$32.00	\$36.00	\$40.00
MINERAL WATER	\$3.00	\$3.00	\$3.00
SOFT DRINKS & JUICES	\$3.00	\$3.00	\$3.00

\*Non-alcoholic beer is included in 'Premium Beer.'  
A complete wine list is available on a per-bottle price.

## BAR SERVICE

### CASH BAR PER GUEST

Cash bars require a bartender at \$125.00 each and a cashier at \$100.00 each  
One Bartender per 75 Guests and one Cashier per 100 Guests is recommended.

	HOUSE BRANDS	CALL BRANDS	PREMIUM BRANDS
COCKTAILS	\$8.50	\$9.50	\$11.00
DOMESTIC BEER	\$6.50	\$6.50	\$6.50
PREMIUM BEER*	\$7.00	\$7.00	\$7.00
HOUSE WINE/GLASS	\$7.00	\$8.00	\$9.00
MINERAL WATER	\$3.50	\$3.50	\$3.50
SOFT DRINKS & JUICES	\$3.50	\$3.50	\$3.50

\*Non-alcoholic beer is included as a 'Premium Beer.'

\*Table purchase for house wine is \$40.00 per bottle.

Service charge and applicable taxes are included in the above pricing.

## CORDIALS AND LIQUEURS

Price based per drink, at \$9.00 per drink

Courvoisier VS  
Grand Marnier  
B&B  
Drambuie  
Frangelico  
Amaretto di Saronno  
Kahlúa  
Bailey's Irish Cream

The sale and service of alcoholic beverages is regulated by the Commonwealth of Virginia. As a licensee, The National Conference Center is responsible for the administration of these regulations; therefore, any alcohol cannot be brought into the facility from outside sources. It is unlawful to serve alcohol to guests under 21 years of age in the Commonwealth of Virginia.

## **OTHER INFORMATION**

It is with great pleasure that the staff at The National Conference Center presents the preceding menu of culinary delights. We hope that these carefully-prepared offerings and beverage suggestions are helpful in planning your upcoming functions.

As always, we are at your service to prepare custom menus and bar selections of your choosing.

### **BANQUET GUIDELINES**

The following additional information will help you in further planning your successful event. If additional clarification is needed, your catering or conference services professional will be happy to assist you.

### **MENU SELECTION**

To ensure that your menu selections can be made available to your guests, please submit them at least two weeks prior to the function. Note: Custom menus need to be discussed directly with your catering or conference services professional. Prices may be subject to change or substitutions may be necessary due to current prevailing market conditions at the time of the planned event.

### **MENU GUARANTEES**

A minimum meal guarantee is required 72 hours (three business days) prior to your scheduled event. The National Conference Center is pleased to set for and prepare for 5% over the guaranteed number of guests. If a meal guarantee is not given, The National Conference Center will consider the number indicated on the latest Banquet Event Orders to be the correct guaranteed number. The guarantee can be increased but cannot be lowered within the three business days prior to the function. You will be charged for the minimum guarantee or the actual number of guests in attendance, whichever is greater.

Service in excess of the 5% overset will be Chef's choice at the contracted menu price.

### **SERVICE CHARGE**

All food and beverage prices are subject to a 22% taxable service charge. A service charge is not intended to be a tip, gratuity, or service charge for the benefit of employees. 9% of the service charge is distributed to certain employees as additional wages.

### **SALES TAX**

Applicable sales tax, currently 6%, will be added to all food and beverage charges. Sales tax may change without notice. Tax-exempt organizations must provide an authorized Virginia State Tax Exemption Certificate prior to confirmation and signing the catering contract.

### **DECORATIONS, MUSIC AND ENTERTAINMENT**

To enhance your special events, the National Conference Center's event professionals are pleased to make arrangements for floral designs, ice sculptures, centerpieces, theme décor, balloons, specialty linens, lighting, music and entertainment. Your catering or conference services professional will assist with these and other theme ideas to compliment your events goals and create special memories.

### **MINIMUM ATTENDANCE**

All buffets and specialty stations are priced for a minimum number of guests.

If this minimum is not achieved, a surcharge of \$125.00 will be applied.

## FOOD AND BEVERAGE SERVICE

The Virginia Department of Alcoholic Beverage Control regulates the sales and service of alcohol. As a licensee, The National Conference Center is responsible for the administration of these regulations.

It is our policy that liquor cannot be brought onto the property from any outside source. It is unlawful in the Commonwealth of Virginia to serve guests under 21 years of age. Additionally, The National Conference Center does not allow any food to be brought onto the property, whether purchased or catered from outside sources, without the express written permission of The National Conference Center's Management.

## CANCELLATION POLICY

In the event of cancellation, you will be held liable for all resulting losses incurred by The National Conference Center, with the exception of severe weather conditions or a circumstance that would be considered an "Act of God". Any cancellations within 72 hours (three business days) are subject to 100% payment of anticipated revenues. The National Conference Center reserves the right to cancel the contract without notice and without liability if the contract is breached, the rules of the National Conference Center are not observed, or if the functions are deemed to be of a nature that is unacceptable to Management and/or guests.

## OUTDOOR FUNCTIONS

For the safety of our guests and staff, The National Conference Center reserves the right to make the final decision regarding the relocation of scheduled outdoor functions to indoor locations due to inclement weather. Decisions regarding morning functions must be made by 6:00 PM the previous evening; afternoon functions must be called by 8:00 AM; Evening functions must be called by 12:00 PM.

Inclement weather can include a forecast of any of the following conditions:

Excessive cold or heat; rainy or windy conditions; thunder/lightning/hail;  
"Code Red" days (designated by the National Weather Service as unhealthy air quality index).