



Hilton Garden Inn

1016 Jacksonville Parkway

Jacksonville NC 28546

(910) 346-2400



General Information

The Hilton Garden Inn is happy to work with you, your organization/group in the planning and successful execution of your special event. To ensure that your event meets all of your expectations, the following requirements are necessary in order to hold your special event with us.

<u>Rooms</u>	<u>Room Rates</u>
Lejeune Conference Room (347 sq. ft.)	\$100.00
Hercules Room (880 sq. ft.)	\$250.00
Tomcat Room (920 sq. ft.)	\$250.00
Harrier Room (1040 sq. ft.)	\$300.00
Osprey Room (1440 sq. ft.)	\$450.00
Grand Ballroom (4280sq. ft.)	\$2000.00

*Fees include a 4 hour room rental, set-up/clean-up, white tablecloths with white napkins. If additional time is needed, rooms can be rented for an extended time for a fee of \$100.00 per hour.

Minimums

All minimums **Do Not** include tax and gratuity

There is a minimum of \$1,500 food charge required if renting the Ballroom on a Saturday. There is a minimum of \$2,000 food charge required if renting the Ballroom on a Friday or Saturday in the month of December. There is a minimum of \$2,000 food charge if renting the entire Ballroom.

Deposits

A deposit of the full room rental is required for all events with a signed contract at the time you schedule your event. All events are scheduled on a first come, first served basis.

Cancellations

The Hilton Garden Inn requires a 6-month notice of cancellation from the day of the special event to receive a full refund. **Cancellations made after the 6-month time period from the day of the event, will surrender all deposits.** Cancellations made 30 days before the event require 25% of the final bill paid and all deposits surrendered. Cancellations made 10 days before the event require 50% of the final bill to be paid and all deposits are surrendered.

Guarantees

A guaranteed count is required 7 days prior to the event. Please notify staff of food allergies at this time. Should your actual number of guests in attendance be less than your guaranteed number, you will still be charged your guaranteed number. **Should the number of guests be more than your guaranteed number, you will be charged for the actual number that attends and an additional 15% for the amount over the guarantee.** Due to health code regulations, absolutely no leftover food is permitted to leave the premise.

Payments

The prices on our menus are based on market conditions and are subject to change without prior notice.

A full deposit for room rental is required to secure the room. A Deposit of 50% for catering is due 30 days prior to event date. Balance for catering is due 7 days prior to the event.

Service Charges

Cocktail Service \$25.00 per attendant
Bartender for Portable Bar \$75.00 for 4 hours per attendant
Passed Hors D' oeuvres \$25.00 per attendant
Flip Chart & supplies \$30.00 (includes 1 box of markers & 1 pad of chart paper)
TV/DVD Cart \$30.00
Lavalier Microphone \$50.00
Cake Cutting & Service Fee \$50.00
Coffee Service \$50.00
Pasta Attendant \$50.00
Carving Fee \$75.00 per attendant
LCD Projector \$150
Complimentary Wi-Fi, podium & drop-down screens available upon request

Prohibited

The following are prohibited at any event inside or outside the Hilton Garden Inn

- * Use of confetti, streamers, canned string, bubbles and sparklers
 - * Throwing birdseed or rice
 - * Smoke machines or pyrotechnics
- * Bringing any alcohol beverages of any kind into Hilton Garden Inn
 - * Drinking alcohol by any persons under the age of 21
 - * Serving alcoholic beverages after 1:30am
 - * Any illegal behavior or activities
 - * Disorderly conduct
 - * Community-disturbing volume
- * Outside food and beverage are not permitted at the Hilton Garden Inn with exception of Specialty cakes or cupcakes.

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

* Use of candles of any type unless battery operated

Meeting Beverage and Snack Breaks

Refreshment breaks are designed for a one-hour period and priced per person

Coffee Break

Freshly brewed coffee (*decaf and regular*), selection of flavored teas, hot chocolate, and bottled water
\$4.95

Cold Beverage Break

Assorted soft drinks, iced tea, sweet tea and bottled water
\$4.95

Midmorning Continental Breakfast

Sliced fresh seasonal fruit, assorted baked muffins and Danish's. Assorted fruit flavored yogurt cups. Chilled orange juice, Freshly brewed coffee (*decaf and regular*), selection of flavored teas, hot chocolate and bottled water.
\$12.95

Mid-Afternoon Snack

Gourmet cookies, brownies, energy bars. Freshly brewed coffee, (*decaf and regular*) selection of flavored teas, hot chocolate, assorted soft drinks, bottled water
\$5.95

Breaks All Day

Includes a coffee break, mid-morning continental breakfast, & mid-afternoon snack
\$21.95

Specialty Breaks

Refreshment drinks are designed for a one-hour period and are priced per person

Expanded Breakfast Break

Sausage, egg, cheese, and hash browns, burrito or ham, egg, and cheese muffin
Sliced fresh melon, grapes and berries
Fresh cinnamon rolls
Chilled orange juice
Freshly brewed coffee (Decaf and regular), selection of flavored teas, hot chocolate, bottled water
\$13.95

Carolina Snack Break

Pulled pork sliders, individual bags of potato chips & watermelon slice.

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

Assorted soft drinks, iced tea, sweet tea, bottled water
\$12.95

Snacks and Baked Goods

Price per Dozen

Danish, freshly baked	\$21.50
Cinnamon Rolls	\$21.50
Muffins, freshly baked	\$21.50
Gourmet Cookies, assorted	\$21.50
Brownies	\$24.00

Price per Item

Egg, ham and cheese muffin	\$4.75
Yogurt cup	\$2.50
Energy bars	\$2.50
Whole fruit (orange, apple, or banana)	\$1.25

Served Breakfasts

All breakfasts include chilled orange juice, freshly brewed coffee (decaf and regular) and a selection of flavored tea

Cheesy Scramble

Lightly scrambled eggs with mild cheddar cheese. Your choice of crisp bacon, sausage links, or Carolina ham, served with roasted breakfast potatoes and a basket of freshly baked buttermilk biscuits.

Served with butter and preserves on each table.

\$12.95

French Toast

Rich cinnamon flavored French toast with warm maple syrup.

Your choice of crisp bacon, link sausage, or Carolina ham.

\$13.95

Denver-Omelet Style Quiche

Baked Quiche filled with Carolina ham, mild cheddar cheese, onion, and bell pepper, served with roasted breakfast potatoes. Fresh fruit salad on the side.

\$15.95

Chicken Broccoli and Mushroom Quiche

Baked Quiche with a cheddar cheese crust filled with broccoli, chicken, mushrooms, onion, mild cheddar cheese, and Swiss cheese.

Served with roasted breakfast potatoes.

Fresh fruit salad on the side.

\$16.95

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

Breakfast Buffets

*All breakfasts include chilled orange juice, freshly brewed coffee (decaf and regular) and a selection of flavored tea.
Buffets are designed for a one-hour time period.*

Continental

\$12.95

Freshly baked muffins, Danish's, and cinnamon rolls. Yogurt cups (*plain and fruit flavored*) with granola. Served with fresh melon, pineapple, grapes, and berries.

Traditional

\$13.95

Scrambled eggs
Cheese grits
Roasted breakfast potatoes
Biscuits and gravy
Crispy bacon
Link sausage
Fresh baked cinnamon rolls
Seasonal fresh fruit

Brunch

\$24.95

Fresh Seasonal fruit
Fresh Danish
Scrambled eggs
Cheese grits
Roasted breakfast potatoes
French toast, warm maple syrup
Carolina ham
Crab stuffed Flounder w/ lemon sauce
Steamed vegetable medley
Wild rice pilaf
Dinner rolls and butter
Chef's dessert selection

Served Luncheon Salads

Served with fresh brewed coffee (regular and decaf), selection of flavored hot teas and iced tea.

Caesar Salad

Romaine lettuce, Asiago cheese, diced tomato, garlic croutons, house made dressing.

With grilled chicken - \$13.00

With grilled Salmon \$15.00

Quinoa Black bean and Tomato Salad

Served over Romaine, tossed with salsa and cilantro, vinaigrette.

With grilled chicken \$13.00

With grilled Salmon \$15.00

Greek Salad

Romaine lettuce tossed with red bell pepper, red onion, Kalamata olives, Feta cheese and oregano vinaigrette topped with garlic croutons.

With grilled Chicken \$13.00

With grilled Salmon \$15.00

California Cob

Romaine lettuce with chopped egg, bacon, tomato, blue cheese, and avocado with creamy ranch dressing.

With grilled Chicken \$13.00

With grilled Salmon \$15.00

Garden Inn Salad

Dressing choices - Ranch, Italian, French, Blue Cheese, Garlic Balsamic

Mixed greens, grape tomato, cucumber, red onion and garlic croutons.

With grilled Chicken \$13.00

With grilled Salmon \$15.00

Served Luncheon Sandwiches

Sandwiches are served with your choice of regular potato chips, French fries, or fruit salad.

Served with fresh brewed coffee (decaf and regular) and a selection of flavored hot teas and iced tea.

Mobley Cheeseburger

Half-pound burger with lettuce, tomato, onion, pickle and American cheese on a ciabatta bun.

\$13.00

Grilled Chicken Sandwich

Marinated grilled chicken breast with lettuce, tomato, and onion on a ciabatta bun with pickled Mayo.

\$13.00

Roasted Vegetable Wrap

Roasted, garlic Balsamic vinaigrette, marinated, mushroom, red bell pepper, Zucchini, red onion, and tomato, wrapped with mozzarella cheese.

\$13.00

Chicken Salad Croissant

Chicken salad and lettuce leaf on a flaky croissant.

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

\$13.00

Served Luncheon Hot Entrees

*Includes fresh brewed coffee (decaf and regular) a selection of flavored hot tea and iced tea.
Luncheon entrees are served with sautéed fresh vegetables, & dinner rolls. (Vegetable Lasagna not included)*

Vegetable Lasagna

Layers of noodles with tomato, eggplant, zucchini and mozzarella with Asiago cream sauce, served with garlic bread sticks
\$14.95

Grilled Chicken Piccata

Marinated grilled chicken breast with lemon caper piccata sauce, served with wild rice pilaf.
\$14.95

Braised Boneless Pork Chop

Smothered in rich mushroom gravy, served with creamy mashed potatoes
\$14.95

Beef Stroganoff

Beef tenderloin tips and mushrooms in sour cream beef sauce over egg noodles
\$15.95

Raspberry Chipotle Glazed Salmon Filet

Mildly spicy and raspberry sweet salmon filet, served with wild rice pilaf.
Includes Garden Inn salad with two dressing choices.
\$16.95

Sandwich/Wrap Buffets

*All sandwich buffets include: Italian pasta salad, potato salad or regular potato chips
Tomato Bisque or chicken vegetable with rice soup
Brownies, lemon bars or assorted gourmet cookies
Fresh brewed coffee (decaf or regular) and a selection of flavored teas and iced tea.*

Build your own Deli Buffet

Multi-grain whole wheat bread, rye bread and white bread, ham, turkey, roast beef and salami, lettuce, tomato and onion, mustards and mayo
\$16.95 per person

Assorted Wraps

Platter of premade tomato, spinach, and garlic herb wrap, stuffed with lettuce and tomato, plus:

- Turkey, Swiss cheese and mayonnaise
- Roast beef, cheddar cheese and horseradish mayonnaise
- Ham, Swiss cheese, and dijonaise
- Grilled vegetables, zucchini, onion, bell pepper, mozzarella and garlic balsamic dressing

\$16.95 per person

Croissants

Chicken salad and Tuna salad croissants with lettuce
\$16.95 per person

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

Luncheon Buffets Entrees

*All lunch buffets are served with dinner rolls, butter, Garden Inn salad, & 2 choices of dressing
Includes fresh brewed coffee (decaf or regular) a selection of flavored hot teas and iced tea.*

2 Entrée Buffet \$18.00

minimum of 25 people

- 1 Vegetable
- 1 Starch
- 1 Dessert

3 Entrée Buffet \$21.00

minimum of 50 people

- 1 Vegetable
- 1 Starch
- 1 Dessert

Entrée Choices:

- Lasagna Bolognese or vegetable lasagna
- Beef Stroganoff with egg noodles
- Baked Chicken
- Fried Flounder with tartar sauce
- Chicken Alfredo with Penne pasta, broccoli and tomato
- Braised Pork loin with mushroom pan gravy
- Shrimp and bow tie pasta with creamy basil, pesto and tomato
- Grilled Chicken breast with pineapple salsa
- Fried Chicken

Vegetable Choices:

- Sautee fresh vegetable medley
- Steamed broccoli, carrots, cauliflower
- Green Beans country style
- Corn niblets
- Greens
- Peas & Carrots

Starch Choices:

- Mashed Potatoes
- Wild Rice Pilaf
- Roasted Red Potatoes
- Sweet Potatoes
- Potato Au Gratin
- Baked Beans

Salad Dressing Choices

- *Ranch*Italian
- Blue Cheese *French
- Garlic Balsamic * Light Italian

Dessert Choices

- Gourmet cookie selection * Banana pudding
- Brownies and Lemon bars * Apple crisp
- Chocolate pie * Cherry cobbler
- Strawberry short cake

Plated Dinner Entrees

Dinner Entrees include choice of Garden Inn salad or spinach salad with choice of 2 dressings. Fresh warm dinner rolls with butter and sautéed fresh vegetable medley. Includes fresh brewed coffee (regular and decaf), a selection of flavored teas and iced tea.

Asiago Crusted Halibut with Vermouth cardamom sauce with wild rice pilaf
\$28.00

Chicken Breast sautéed with Marsala wine sauce with roasted
red potatoes
\$25.00

Crab stuffed Flounder with lemon butter sauce with wild rice pilaf
\$25.00

Grilled Rib Eye steak (12oz) with cabernet butter with wild rice pilaf
\$25.00

Chicken Breast sautéed with Boursin cream sauce with wild rice pilaf
\$25.00

Grilled Pork loin chop with Blueberry Chutney and sweet potatoes
\$25.00

6 oz. Beef Tenderloin Filet with cabernet butter with garlic mashed
potatoes
\$28.00

Dinner Buffet Entrees

*All Dinner buffets are served with dinner rolls, butter, Garden Inn salad, & 2 choices of dressing
Includes fresh brewed coffee (decaf or regular) a selection of flavored hot teas and iced tea.*

2 Entrée Buffet \$26.00

minimum of 25 people

- 1 Vegetable
- 1 Starch
- 1 Dessert

3 Entrée Buffet \$30.00

minimum of 50 people

- 1 Vegetable
- 1 Starch
- 1 Dessert

Entrée Choices:

- Roast beef, sliced, with mushroom pan gravy
- Roast turkey breast, sliced, with pan gravy and sage dressing
- Grilled chicken breast with pineapple salsa
- Honey mustard glazed baked ham, sliced
- Sautee chicken breast with Boursin cream sauce
- Crab stuffed Flounder with lemon butter sauce
- Braised boneless pork loin with mushroom pan gravy
- Lasagna, Bolognese or vegetable
- Fried chicken
- Chicken Alfredo with penne pasta, broccoli and tomato
- Shrimp and bowtie pasta with creamy basil pesto and tomato
- Chicken Parmesan

Vegetable Choices:

- Sautee fresh vegetable medley
- Steamed broccoli, carrots, cauliflower
- Green Beans country style
- Corn
- Greens
- Peas & Carrots

Starch Choices:

- Mashed Potatoes
- Wild Rice Pilaf
- Roasted Red Potatoes
- Sweet Potatoes
- Potato Au Gratin
- Baked Beans

Salad Dressing Choices

- *Ranch*Italian
- Blue Cheese *French
- Garlic Balsamic * Light Italian

Dessert Choices

- Gourmet cookie selection * Banana pudding
- Brownies and Lemon bars * Apple crisp
- Chocolate pie * Cherry cobbler
- Strawberry short cake

Themed Dinner Buffet Choices

Includes fresh brewed coffee (regular and decaf), a selection of hot teas.

SEAFOOD BUFFET

\$25.00 per person

Tossed Garden Inn salad, Cornbread &
dinner rolls
Macaroni and cheese
Crab stuffed Flounder with lemon butter
sauce
Fried shrimp with cocktail sauce
Sautéed fresh vegetable medley
Choice of one dessert

FIESTA BUFFET

\$22.00 per person

Tossed Garden Inn salad
Spanish Rice
Refried Beans
Flavor Tortillas - 8"
Taco Beef
Fajita Chicken
Grated Cheddar/Jack Cheese
Shredded Lettuce
Diced Tomatoes
Sliced Jalapenos
Nachos
Queso
Salsa
Guacamole

BBQ BUFFET

\$25.00 per person

Cornbread & Dinner Rolls with butter
Tossed Garden Inn Salad
Potato Salad, Pasta Salad or Macaroni
Salad
Creamy Cole Slaw
Baked Beans
Pulled Port with East Carolina Sauce
BBQ Chicken - Kansas City Style
Choice of One Dessert
Sweet Tea

CHICKEN BUFFET

\$19.00 per person

Dinner rolls with butter
Garden Inn Salad with 2 dressing choices
Creamy mashed potatoes
Chicken Gravy
Country Style Green Beans
Crispy Fried Chicken
Vanilla Cake with Strawberries and
Whipped Cream

Hors d' Oeuvres

100 Pieces unless otherwise stated

Cold Selections

Bruschetta \$175

Hot Selections

Meatballs - BBQ, Swiss, sweet and Sour \$150
Vegetable Eggrolls with sweet & sour sauce \$175
Thai Shrimp Fritters with soy dipping sauce \$175
Chicken Teriyaki skewers \$175
Assorted Mini Quiche \$175
Chicken Drumettes (with Buffalo, ranch, BBQ, or sweet and sour sauce) \$200
Crab stuffed mushrooms \$200
Mini crab cakes \$225
Coconut shrimp with sweet chili sauce \$225

Display Compliments

Antipasto platter –

Kalamata olives stuffed mozzarella olives,
marinated artichokes, sweet gherkins,
cubed salami, marinated cherry peppers
Sm. \$175.00 serves approx. 50 people
Lg. \$275.00 serves approx. 100 people

Deviled Egg platter - mayonnaise and mustard based

Sm. \$105.00 serves approx. 50 people
Lg. \$175.00 serves approx. 100 people

Fresh Fruit Platter – seasonal fresh fruit

Sm. \$150 serves approx. 50 people
Lg. \$200 serves approx. 100 people

Shrimp Cocktail - served on ice with lemon wedges and cocktail sauce

Sm. \$150.00 serves approximately 50 people
Lg. \$225.00 serves approximately 100 people

Spinach Artichoke Dip - served with melba toast

Sm. \$75.00 serves approx. 50 people

Vegetable Platter -

Broccoli, cauliflower, grape tomatoes,
carrots, celery, zucchini, bell peppers
Served with choice of ranch or Caesar
Sm. \$125.00 serves approx. 50 people
Lg. \$200.00 serves approx. 100 people

Cubed Cheese Platter -

Swiss, Cheddar & Pepper Jack
served with assorted crackers
Sm. \$115 serves approx. 50 people
Lg. \$230 serves approx. 100 people

Smoked Salmon – Hot & fresh

Mined red onion, chopped egg,
& cream cheese with artichokes
Sm. \$150.00 serves approx. 50 people
Lg. \$225.00 serves approx. 100 people

Pepper Jack Fritters

Sm. \$100.00 serves approx. 50 people
Lg. \$175.00 serves approx. 100 people

A 20% Service Charge and 7% Sales Tax will be added to all Food & Beverage

Tortilla Chips and Salsa - Fresh fried chips with fresh salsa

Sm. \$65.00 serves approximately 50 people

Lg. \$100.00 serves approximately 100 people

Roasted Red Pepper Hummus - with pita chips

Sm. \$100.00 serves approximately 50 people

LG. \$150.00 serves approximately 100 people

Carving Stations

Additional \$75.00 per carver

Served with Rolls & Condiments

All selections below are currently based on market price. You will be notified of price changes at the time of your menu selection.

Carved beef tenderloin \$10.95 pp

Carved Turkey breast \$7.95 pp

Prime Rib \$18.00 pp

With au jus and horseradish cream sauce

To bound of Beef \$7.00 pp

With pan gravy and horseradish cream sauce

Beef Tenderloin \$11.00 pp

With Béarnaise sauce and horseradish cream

Turkey Breast \$7.00 pp

With pan gravy and cranberry sauce

Pork Loin \$6.00 pp

With Dijon pan gravy

North Carolina Honey Mustard Glazed Ham \$6.00 pp

With Dijonnaise

Composed Salads - \$1.50 per person/per salad

Broccoli Salad - Bacon, Red onion, cheddar cheese, creamy dressing.

Summer salad - tomato, red onion, cucumber, pepper, Italian dressing.

Creamy Cole slaw

Cucumber salad - red onion, sweet vinaigrette.

Potato salad - mayo mustard, pepper, onion, chopped egg, relish, celery.

Italian pasta salad - tricolor Rotini, cheese, olives, onions, pepper, vinaigrette.

Macaroni salad - creamy dressing, cheese, pepper, onion.