

BREAK PACKAGES

Minimum 10 people: Packages conclude after two hours of service

FIESTA BREAK

Mexican seven layer dip

Southwest salsa & Mexican Queso

Tortilla chips, peppers, sour cream

Assorted soda

\$10.95/Guest

ENERGY BREAK

Premium Coffee/Tea Service & Bottled water

Fresh sliced fruit tray

Trail mix bar with assorted seasonal nuts

Assorted granola bars

\$12.95/Guest

THE SWEET N' SALTY BREAK

Popcorn, Pretzels, Brownies

Assorted cookies

Assorted soda, Coffee

\$10.95/Guest

THE PHILLY BREAK

Premium coffee & tea service & assorted soda

Philadelphia's famous soft pretzels

Served with mustard & cheese

Philadelphia's own Tastykake assorted pastry treats display

\$12.95/Guest

MORNING BREAK

Fresh Fruit Display

Assorted Danish & Muffins

Mini Quiches

Make-Your-Own Parfait Station

Freshly Brewed Coffee, Decaf Coffee and

Assorted Hot Tea

\$9.95/Guest

BEVERAGES A LA CARTE

Iced Tea OR Assorted Juices \$12.00/Carafe

Coffee or Tea \$28.00/Gallon

Assorted Sodas \$2.50/Each

Bottled Water \$2.50/Each

BREAKS A LA CARTE

Danish or Muffins \$22.00/Dozen

Fresh Baked Cookies & Brownies \$22.00/Dozen

Assorted Candy Bars \$1.75/Each

Fresh-Cut Fruit Display (15 people) \$45.00

Vegetable Tray with Dip (15 people) \$36.00

THE EXECUTIVE

MID MORNING BREAK

Premium coffee, decaf, herbal teas and assorted soda

CHOICE OF TWO:

Gourmet brownies,

Mini candy bars Fresh baked cookies

Fresh fruit tray

Fruit and cereal bars and granola bars

Assorted energy bars

Vegetable tray with dip

AFTERNOON BREAK

Premium coffee, decaf, herbal teas and assorted soda

CHOICE OF TWO:

Gourmet brownies

Mini candy bars

Fresh baked cookies

Fresh fruit tray

Fruit and cereal bars and granola bars

Assorted energy bars

Vegetable tray with dip

\$22.95/Guest

CONTINUOUS BEVERAGE PACKAGE

Served 6 Hours (No Modifications)

Assorted Soft Drinks & Bottled Water

Freshly Brewed Coffee, Decaffeinated Coffee and

Assorted Hot Tea

\$6.95/Guest

EXPRESS BREAKFAST BREAK

Assorted Chilled Juices

Fresh Sliced Fruit Display

Assorted Breakfast Pastries

Assorted Pre-made Breakfast Sandwiches made on English muffins and Bagels

(Additional \$1.00 per person for sandwiches made on croissants and biscuits)

Breakfast Potatoes

Freshly Brewed Coffee, Decaf Coffee & Assorted Hot Tea

\$11.95/Guest

An Event Specialist Would be Pleased to Create a Custom Culinary Package for Your Event.

All Prices Subject to a 22% Service Charge and Current Sales Tax



4000 Atrium Way, Mount Laurel NJ.08054 | 856.234.4788 | 856.234.2044 Fax
bbundy@hgmtlaurel.com | Mt Laurel.Hgi.Com

MEETING PLANNER PACKAGE

\$49.95 PER GUEST | MEAL TIMES SHOULD BE PROVIDED TO EVENT PLANNER

CLASSIC CONTINENTAL BREAKFAST

Premium Coffee & Tea Service
Chilled fruit juices & Assorted Sodas
Fresh baked breakfast pastries and muffins
Assorted bagel spread

MID-MORNING BREAK

Premium Coffee & Tea Service
Assorted sodas

LUNCH

Choose either one of the following lunch selections which include:
Premium coffee & tea service
Cookies and brownies

DELI BUFFET

Soup du jour
Garden salad with dressing
Pasta salad
Homemade Gourmet Potato Chips
Assorted deli sandwiches: Roast Beef, Ham, Roasted Turkey,
Tuna, and Vegetable With assorted rolls & assorted cheeses
Includes Sides of Onions, peppers, lettuce, tomato, mayo,
yellow/spicy mustard, oil, vinegar, & pickle accompaniments

WRAPS DISPLAY

Soup du jour
Garden salad with dressing
Choice of Cole slaw or Potato salad
Homemade Gourmet Potato Chips
Assortment of pre-made wraps:
Roasted Veggie, Chicken Caesar, Roasted Turkey Breast, and
Cheesesteak.

AFTERNOON BREAK

Premium Coffee & Tea Service
Assorted sodas
Vegetable tray with dip

A choice of one from each column:

Gourmet brownies
Fresh baked cookies
Fruit and cereal bars and granola bars

Mini candy bars
Fresh fruit tray
Assorted energy bars

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BREAKFAST

CLASSIC CONTINENTAL BREAKFAST

Assorted juices, Premium coffee & tea service
Bakery display featuring gourmet muffins and Danish
Assorted bagel spread
\$9.95/Guest

DELUXE CONTINENTAL BREAKFAST

Assorted juices, Premium coffee & tea service
Bakery display featuring gourmet muffins and Danish,
Assorted bagel spread, yogurt, and fresh sliced fruit
\$10.95/Guest

TRADITIONAL FARE BREAKFAST BUFFET

Minimum 15 guests | \$12.95/Guest

STARTERS

Assorted juices & Premium coffee and tea service
Selection of box cereals and individual yogurts

BAKERY DISPLAY

Gourmet muffins & Danish | Assorted bagel spread

FRESH FRUIT DISPLAY

Berries, citrus and seasonal fruits

TRADITIONAL FARE

Fluffy scrambled eggs
Crisp Virginia bacon and gourmet sausage
French toast with maple syrup
Breakfast potatoes

ADD CHEF'S OMELET STATION

\$3.00/Guest (plus \$50.00 Chef Fee)

BRUNCH

Minimum 20 Guests | \$19.95/Guest

STARTERS

Premium coffee and Tea Service, Assorted juices

BAKERY DISPLAY

Gourmet muffins, Gourmet Danish, & Specialty breads

FRESH FRUIT DISPLAY

Berries, citrus and seasonal fruits

LUNCH FARE

Chef carved honey ham & Fried chicken
Vegetable du jour & Whipped potatoes with country gravy
Rice pilaf or wild rice

TRADITIONAL FARE

Fluffy scrambled eggs & Breakfast potatoes
French toast with maple syrup

Crisp Virginia bacon & Gourmet sausage

ADD CHEF'S OMELET STATION

\$3.00/Guest (plus \$50.00 Chef Fee)

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LUNCH BUFFETS

Includes premium coffee and assorted sodas

SANDWICH SHOP

Soup du jour
Garden salad with dressing
Choice of Pasta Salad, Cole slaw, or Red Bliss Potato Salad
Choice of pre-made or make your own sandwiches/wraps
Traditional breads, rolls, and wraps
Assorted cheeses
Homemade gourmet potato chips
Assortment of honey baked ham, roasted turkey breast, tuna, veggie, and roast beef
Sides of Onions, peppers, lettuce, tomato, mayo, yellow/spicy mustard, oil, vinegar, & pickle accompaniments
Gourmet Cookies & Brownies
\$18.95/Guest

THE PHILLY EXPERIENCE

Soup du jour
Garden salad with dressing
Your choice of a chicken, roasted vegetable, or beef Philadelphia cheese steak
Served on a traditional hoagie roll or wrap
Assorted cheeses
Sides of Onions, peppers, lettuce, tomato, mayo, yellow/spicy mustard, oil, vinegar, & pickle accompaniments
Homemade gourmet potato chips
Gourmet Cookies & Brownies
\$18.95/Guest

SOUTHWESTERN BUFFET

Jalapeno biscuits
Corn Slaw
Mexican Rice
Refried beans topped with cheddar cheese

TACO BAR

Seasoned ground beef
Soft and hard taco shells, & Nacho chips
Shredded lettuce, diced tomatoes, onions
Guacamole, salsa, & sour cream
Shredded cheese

FAJITA BAR

Strips of seasoned grilled chicken and seasoned grilled steak with sautéed onions and peppers
Flour Tortillas
Fresh Fruit Salad & Cinnamon crisps
\$22.95/Guest

PASTA LUNCHEON BUFFET

House salad
Caesar salad
Choice of Grilled Italian Sausage with Roasted Peppers or Traditional Meatballs
Choice of Grilled Chicken Pesto or Eggplant Parmigiana
Tortellini in a four cheese alfredo sauce and penne pasta in Basil marinara sauce
Choice of Traditional Dinner rolls, torpedo sandwich rolls or Garlic breadsticks
Assorted dessert selections
\$22.95/Guest

BOXED LUNCH

\$13.95 Per Person | Includes 1 chocolate chip cookie, potato chips, gourmet premade sandwich, and a beverage

Choose from Oven Roasted Turkey & Provolone, Ham & Swiss, Tuna Salad, Roasted Vegetable, and Roast beef. Shredded Iceberg Lettuce, Tomato, Red Onion. Mayonnaise & Mustard packets.

Upon request only at an additional \$1.00 per person, Prepackaged Sides of hot peppers, sweet peppers, pickles available (Must be requested by event contact in advance for ordering and labor purposes)

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PLATED LUNCHEON ENTREES

Entrees include a house salad, chef's choice of complimenting starch & vegetable, rolls and butter, dessert, coffee and soft drinks
Choose 3 entrees to offer your meeting attendees. Final count for each entrée will be due to the server at the start of the meeting.

CHICKEN PARMESAN

Lightly-breaded boneless breast topped with marinara sauce and Parmesan cheese, served with bowtie pasta
\$22.95

CHICKEN PICATTA

A breaded boneless breast topped with Monterey Jack cheese and a light butter cream sauce
\$22.95

CHICKEN BOWTIE

Chicken breast strips tossed with fresh sliced mushrooms, red onions and bowtie pasta in a white wine garlic sauce
\$22.95

HONEY DIJON CHICKEN

Char-grilled breast brushed with a smoky honey Dijon sauce
\$22.95

SLICED SIRLOIN OF BEEF

Beef steak topped with a mushroom demi glaze
\$24.95

TWIN BEEF MEDALLIONS

Twin medallions of beef tenderloin topped with fresh sliced mushrooms in a merlot wine reduction
\$28.95

LIGHT FARE PLATED LUNCH

\$18.95/guest | Entrees include starter soup du jour, side of French fries, dessert cookies & brownies, coffee and soft drinks.

CLASSIC REUBEN SANDWICH

Hot sandwich composed of corned beef, Swiss cheese, sauerkraut, and Russian dressing, grilled between slices of rye bread.

CHICKEN CAESAR WRAP

Strips of Grilled chicken on a bed of fresh romaine, shredded parmesan, Caesar dressing rolled in a tortilla wrap.

BUFFALO CHICKEN WRAP

Strips of breaded chicken fingers tossed in housemade buffalo sauce on a bed of fresh romaine, topped with blue cheese slaw rolled in a tortilla wrap.

ROASTED TURKEY BLT SANDWICH

Fresh sliced roasted turkey, fresh tomato slices, leaf of fresh ice berg lettuce, strips of bacon on white toasted bread with mayonnaise.

CHEDDAR CHICKEN BACON RANCH PANINI

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DINNER BUFFETS

Minimum 15 guests | Served with fresh baked rolls and butter, premium coffee and assorted sodas

THE CLASSIC

House salad & potato salad
Fresh fruit display

CHOICE OF TWO:

Sliced roast beef
Cajun pork tenderloin
Baked ham with bourbon glaze
Fried chicken or baked herb chicken
Baked lasagna
Pasta Primavera

CHOICE OF TWO:

Whipped potatoes with country gravy
Roasted jacket potatoes
Rice pilaf
Wild rice blend

Selection of two seasonal vegetables
Layered cake or fruit cobbler

\$30.95/Guest

THE TRADITIONAL

Fresh salad bowl with choice of dressings
Chilled pasta salad & homemade potato salad

CHOICE OF TWO:

Beef tips Bordelaise
Cajun pork tenderloin
Baked ham with bourbon glaze
Fried chicken or baked herb chicken
Shrimp bowtie pasta
Baked lasagna

CHOICE OF TWO:

Whipped potatoes with country gravy
Roasted jacket potatoes
Wild rice blend

Selection of two seasonal vegetables
Layered cake & fruit pies

\$30.95/Guest

THE CARVER

(\$75 CHEF FEE REQUIRED)

Soup du jour & Caesar salad
Roma tomato and onion salad

Chef carved roast beef
Honey roasted turkey

Tri-color tortellini with zesty marinara or garlic cream
Au gratin potatoes or baked potato bar

Selection of two seasonal vegetables
Assortment of cakes & fruit pies

\$35.95/Guest

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PLATED DINNER ENTREES

Entrees include house salad, choice of starch and vegetable, rolls and butter, dessert selection, premium coffee and soft drinks.
Choose 3 entrees to offer your meeting attendees. Final count for each entrée will be due to the server at the start of the meeting.

BEEF MEDALLIONS

Grilled medallions of beef tenderloin topped with fresh- sliced mushroom in a merlot wine reduction sauce
\$33.95

PRIME RIB OF BEEF

With wild mushroom au jus and fresh horseradish
\$32.95

NORWEGIAN SALMON

Grilled or oven poached with a cucumber dill sauce
\$Market Price

FILET MIGNON

6 oz. certified Black Angus filet, topped with sherry sautéed mushrooms
\$Market Price

HONEY DIJON CHICKEN

Chargrilled breast of chicken brushed with a smoky honey Dijon glaze
\$26.95

PORK CHOP

10 oz. center cut chop topped with pan dripping sauce
\$28.95

FILET COMBINATION

4 Oz. filet and 4 Oz. grilled chicken breast
\$36.95

CHICKEN MARSALA

Sautéed chicken breast topped with fresh-sliced mushrooms and green peppers in a sweet Marsala wine sauce
\$28.95

CHICKEN PARMESAN

Boneless breast lightly breaded, topped with marinara sauce and parmesan cheese, baked and served with bowtie pasta
\$26.95

CHICKEN PICATTA

Breaded boneless breast topped with Monterey Jack cheese and a light butter cream sauce
\$26.95

BAKED WHITE FISH

Boneless fillet of white fish, delicately prepared with lemon, butter and seasonings
\$24.95

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THEMED BUFFETS

Minimum 20 guests | Served with premium coffee and assorted sodas

TEXAS BBQ

Texas salad bowl with choice of dressings
Texas slaw and tater salad

Tender "fall-off-the-bone" baby back ribs
Choice of Honey gold or traditional BBQ chicken

"Idaho" baked taters with fixins
Sweet roasted corn cobbettes
Home-style vegetarian baked beans

Fresh baked corn bread with honey butter

Watermelon basket
Fresh fruit cobbler

\$29.95/Guest

TASTE OF ITALY

Served with fresh baked rolls and butter
Caesar salad bowl

Roma tomato & fresh mozzarella platter
Antipasto display

Choice of Fresh stuffed shells or tortellini in a four cheese Alfredo sauce, or Traditional lasagna
Choice of Penne Pasta Primavera or Penne Pasta in a Marinara

Chicken Parmigiana & Eggplant Parmigiana
Grilled sausages with grilled peppers

Miniature Italian pastries and traditional cookies
Fresh fruit display

\$33.95/Guest

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SMALL GROUPS BUFFET

Served with Fresh Baked Rolls & Butter | Served with Carafes of Lemonade & Fresh Brewed Iced Tea

Garden Salad with dressing

Choose 2 Entrees:

(Add \$2.95 per person for 3 entrees)

Cheese Burgers/Hamburgers
Hot Dogs
BBQ Chicken Breast
Cheese Pizza
Baked Ziti with Meatballs
Chicken Fingers
Fettucine Alfredo

(add \$1.00 per person with grill chicken, \$1.00 per person with broccoli)

Chicken Parmigiana
Eggplant Parmigiana
Meat or Vegetarian Lasagna
Assorted Cold Deli Sandwiches
Grilled Sausage & Peppers
Assorted Wraps

Choose 2 Sides:

(Add \$1.95 per person for 3 sides)

French Fries
Home Made Gourmet Potato Chips
Potato Salad
Macaroni Salad
Pasta Salad
Penne in a Basil Marinara
Macaroni & Cheese
Corn on the Cob
Green Bean Almandine
Broccoli
Baked Beans
Cole Slaw

Chocolate Chip Cookies
Fresh Fruit Display

\$15.00/guest

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BEVERAGES

BY THE DRINK BAR

	Host Bar	Cash Bar
Premium Brands	\$7.00	\$7.50
House Brands	\$5.00	\$5.50
Domestic Bottled Beer	\$4.00	\$4.50
Premium or Imported Bottled Beer	\$5.00	\$5.50
Domestic Wine	\$5.00	\$5.50
Assorted Soda or Fresh Juices	\$2.50	\$2.50

PACKAGE BAR

Packages are priced per person and are charged based on the guarantee or actual attendance; whichever is greater

	Premium brands	House Brands
One Hour	\$14.00	\$12.00
Two Hours	\$20.00	\$18.00
Three Hours	\$24.00	\$22.00
Additional Hours	\$3.00/hr	\$3.00/hr

MISCELLANEOUS BEVERAGES

Martini & Rossi Asti Spumante	\$25/Bottle
House Wine	\$24/Bottle
Sparkling Cider	\$18/Bottle
Mimosas	\$28/Pitcher

\$50.00 Bartender Fee will be waived should \$300.00 minimum revenue requirement be met

****\$75 Chef Fee or \$50 Cake-Cutting Fee may apply****

****Ask our Event Specialist about pricing on colored linen napkins and colored linen tablecloths!****

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HORS D'OEUVRES

HOT HORS D'OEUVRES

COCKTAIL FRANKS

In Puff Pastry
\$3.95/guest

SWEDISH, BBQ, or MARINARA MEATBALLS

\$3.95/guest

ASSORTED MINIATURE QUICHE

\$3.95/guest

SPRING ROLLS

with sweet 'n sour sauce
\$3.95/guest

MINI CRAB CAKES

\$4.95/guest

BACON WRAPPED SCALLOPS

\$4.95/guest

HONEY COCONUT SHRIMP

with dipping sauce
\$4.95/guest

CHICKEN QUESADILLA

with salsa & sour cream
\$3.95/guest

"BUFFALO" CHICKEN WINGS

with bleu cheese & celery
\$3.95/guest

MOZZARELLA STICKS

with marinara sauce
\$3.95/guest

CHICKEN TENDERS

with honey mustard or BBQ sauce
\$3.95/guest

STUFFED MUSHROOM CAPS

with Italian sausage or seafood stuffing
\$4.95/guest

CHICKEN LETTUCE WRAPS

\$3.95/guest

CHICKEN SATAY

\$4.95/guest

DISPLAY HORS D'OEUVRES

INTERNATIONAL CHEESE DISPLAY

\$4.95/guest

FRESH VEGETABLE CRUDITE

\$2.95/guest

ASSORTED HUMMUS DISPLAY WITH PITA CHIPS

\$3.95/guest

FRESH FRUIT DISPLAY

\$3.95/guest

CHILLED HORS D'OEUVRES

SHRIMP COCKTAIL

\$6.95/guest

BRUSCHETTA WITH TOMATO AND BASIL WITH CROSTINI

\$2.95/guest

SILVER DOLLAR ROLL DELI SANDWICHES

\$2.95/guest

ANTIPASTO DISPLAY

\$4.95/guest

SPINACH ARTICHOKE DIP WITH CROSTINI

\$4.95/guest

CAPRESE SALAD

\$2.95/guest

DESSERT OPTIONS

LEMON BARS

\$18.00/dozen

PECAN BARS

\$18.00/dozen

RASPBERRY BARS

\$18.00/dozen

CHEESECAKE SQUARES

\$18.00/dozen

CHOCOLATE MOUSSE CUPS

\$18.00/dozen

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RECEPTION STATIONS

\$75 CHEF FEE REQUIRED

CHEF'S CARVING STATION

All carved food served with appropriate condiments and dollar rolls.

TOP ROUND OF ROAST BEEF

Serves 50 - 70 guests

\$195.00

WHOLE ROASTED TURKEY

Serves 30 - 40 guests

\$125.00

HONEY BAKED HAM

Serves 45 - 50 guests

\$175.00

PHILLY CHEESE STEAK SLIDERS STATION

Marinated Thin Cut Steak with Grilled Onions, Red Peppers, and Melted Mozzarella Cheese On Warm Mini

Rolls

\$10.95/guest

PULLED PORK SLIDERS STATION

Served on Freshly Baked Rolls

Hickory Barbecue, Smoked Chili and Apple Relish

Sauces

\$11.95/guest

TACO/FAJITA BAR

Seasoned ground beef, season grilled chicken, seasoned grilled steak

Soft and hard taco shells, & Nacho chips

Shredded lettuce, diced tomatoes, onions, grilled onion & peppers

Guacamole, salsa, & sour cream

Shredded cheese

\$13.95/guest

MASHED POTATO / MAC & CHEESE BAR

Choice of roasted garlic mashed potatoes or macaroni and cheese.

Accompaniments include:

Bacon bits, grilled chicken, chorizo.

Green onions, broccoli florets, sautéed mushrooms, tomato bruschetta.

Sour cream, cheddar cheese, parmesan cheese, blue cheese crumbles.

\$13.95/guest

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SPECIAL OCCASION PLATED DINNER

Includes Freshly Baked Rolls and Butter, Iced Tea / Assorted Soda

Please look at our Beverage Menu for bar pricing

STARTER

(Choose one for your event menu)

- Garden Salad ●
- Home-style Soup du Jour ●

ENTREES

Served with complimenting vegetable & potato

(Choose two for your event menu)

- Baked Stuffed Chicken Breast Supreme with Savory Sage Dressing ●
\$26.95
- Roast Prime Rib of Beef Au Jus ●
\$Market Price
- Salmon with Raspberry Chambord ●
\$32.95
- Crabmeat-Stuffed Chicken Chesapeake ●
\$32.95
- Filet Mignon topped with sherry sautéed mushrooms ●
\$35.95
- Baked Cod with lemon, butter, and seasonings ●
\$24.95
- Chicken Marsala ●
\$28.95

DESSERT

(Served with Coffee / Decaf Coffee / Tea)

(Choose two for your event menu)

- Raspberry Cheesecake ●
- Triple Chocolate Cake ●
- Caramel Apple Pie ●
- Chocolate Mousse ●

CORPORATE RECEPTION HOUR PACKAGE

\$14.95/guest | Social Hour to include 2 beer/wine only drink tickets.

HORS D'OEUVRES

Vegetable Crudité

International Cheese Display

Choice of One:

Cocktail Franks

Spring Rolls

Assorted Mini Quiche

Honey Coconut Shrimp

Bacon wrapped Scallops (+ \$1.00 per person)

Stuffed Mushroom Caps. (+ \$1.00 per person)

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CATERING POLICY

To ensure a well-planned and successful event, we have developed the following policies regarding our conference and catering procedures for your review. All federal, state and local laws with regard to food and beverage purchases and consumption are strictly adhered to.

1. Hilton Garden Inn Mount Laurel reserves the right to inspect and regulate private meetings, banquets and receptions in accordance with policy and established laws.
2. All food and beverage must be provided by Hilton Garden Inn - Mount Laurel.
3. A deposit of a minimum of ten percent (10%) of the estimated cost shall be paid to the hotel at the time of signing the contract. We ask that one hundred percent (100%) of your estimated bill be received seven (7) working days prior to the function date. The entire balance of your event {additional guests/billings} must be paid in full at the conclusion of your event.
4. Upon credit arrangements being approved thirty (30) days prior to the function by the hotel's accounting department, payment will be required upon receipt of billing statement.
5. A twenty-two percent (22%) service charge and six point six two five percent (6.625%) TAX, or current tax rate, applies to all food and beverage orders. Groups requesting tax exemption must submit a tax exemption certificate thirty (30) days prior to the scheduled function, or tax will be applied to the bill and will be non-refundable (information will be supplied to our tax exempt customers.)
6. To confirm function space on a definite basis, a group must provide the hotel with written authorization on a Hilton Garden Inn - Mount Laurel contract or confirmed catering event order. Hilton Garden Inn - Mount Laurel reserves the right to release function SPACE THAT HAS NOT BEEN CONFIRMED IN WRITING and no deposit has been received. Function space is assigned ACCORDING to the ANTICIPATED guaranteed number of guests. If there are FLUCTUATIONS in the number of attendees, the HOTEL reserves THE RIGHT to assign the banquet function room accordingly.
7. Confirmation of the number of attendees to any food and/or beverage function must be submitted ninety-six (96) hours in advance. Should the guarantee exceed five percent (5%), we reserve the right to serve a substitute to the original entree ordered. All charges will be based upon the guarantee, or the actual guests served, whichever is greater. If a GUARANTEE is not submitted, as required, the original attendee figure will be considered the guarantee. Guarantees for events on Monday or Tuesday will be required by 12:00 noon on Thursday of the previous week.
8. All menu selections shall be considered DEFINITE and not subject to change seven (7) working days prior to function. Items listed on our menus are by no means the only items available, our catering event specialists will be most willing to discuss alternate menu selections specially requested for your event.
9. All prices are subject to change due to market fluctuations, unless such prices are confirmed in WRITING. Confirmed prices will be quoted no more than one hundred-eighty (180) days prior to the scheduled function.
10. Liquor Service
Host Bar - Charges incurred in relation to bar sales will be the responsibility of the group or individual hosting the party.
Cash Bar - Guests purchase drinks individually. Glasses, ice and garnishes are provided at no charge, if the service of a bartender is required the host will incur the cost of the bartender. Bartender's Fee - There is a bartender charge of \$50.00 per bartender per hour.
11. The Hilton Garden Inn Mount Laurel strictly adheres to all federal, state and local laws with REGARD to liquor service. The Hilton Garden Inn - Mount Laurel reserves the right to refuse liquor service to minors, disgruntled or intoxicated guests. In the event that service is suspended, no refund will be given.
12. The deposit is non-refundable if the function is cancelled within one hundred-eighty (180) days prior to the scheduled event. Clients with direct billing privileges will be charged the public room rental fee. If the hotel is able to resell the space at comparable revenue, the deposit or a portion thereof may be refunded.
13. Loss or damage to a group's displays, decorations, or other property brought into the hotel premises will be the sole responsibility of the group. The hotel will assume no liability. The group is responsible for the conduct of all persons in attendance and for any damages incurred upon the hotel or its guests by individuals associated with or representing the group's organization.
14. If for reasons beyond our control, to include but not limited to - labor strikes, accidents, government restrictions, or regulations on travel, acts of war, or acts of God - the hotel is unable to perform its obligations, then such non-performance is excused with no other liability upon return of any deposit. In no event shall the Hilton Garden Inn - Mount Laurel be liable for consequential damages for any reason whatsoever.
15. The Hilton Garden Inn - Mount Laurel requires security for all groups whose size, program or nature indicates such need. The acquisition of security personnel is at the discretion of the group, but must be a reputable, licensed guard or security agency approved by the hotel manager. If not, security services shall be supplied by the hotel at the client's expense.

The aforementioned policies explain the basic guidelines for Hilton Garden Inn - Mount Laurel and will assist you in the planning stages of your event. Specific details pertaining to menu selections, registration desks, and room & table arrangements, entertainment and other matters will be discussed and established prior to the event. Every effort will be made by the management of Hilton Garden Inn Mount Laurel to ensure a successful event.

An Event Specialist Would be Pleased to Create a Custom Culinary Package for Your Event.

All Prices Subject to a 22% Service Charge and Current Sales Tax



4000 Atrium Way, Mount Laurel NJ 08054 | 856.234.4788 | 856.234.2044 Fax
bbundy@hgimtlareul.com | Mt Laurel.Hgi.Com

A/V EQUIPMENT RENTAL

Equipment is based on availability and priced by a daily rental rate.

FLIPCHART/DRY ERASE BOARD PACKAGE

1 Easel & 1 Pad OR 1 White Board, 4 Markers, Pens and Notepads
\$45/DAY

PODIUM WITH SOUND & MICROPHONE

Wireless Executive Adjustable Column Lectern; 150 watt built-in amplifier with wireless receiver; Choice of wireless mic: lapel & headset, flesh tone over-ear, or handheld microphone; Bluetooth® module; 2 Built-in Jensen design speakers; 21" electret condenser gooseneck mic
\$115/DAY

PODIUM (NO SOUND/MIC)

Solid Wood Lectern has a host of presentation features that provide the type of high quality refinement and feature rich design that the most sophisticated of customers requires.
\$65/DAY

MICROPHONE

Choice of wireless mic: lapel & headset, flesh tone over-ear, or handheld microphone
\$35/DAY

LCD PROJECTOR PACKAGE

LCD Projector (HDMI & VGA Available), AV Cart (skirted), & Pull-Down or Potable Screen
\$195/DAY

PRESENTATION SUPPORT PACKAGE

AV Cart (skirted), & Pull-Down or Potable Screen
\$30/DAY

ROLLAWAY FLAT SCREEN TV

HDMI Compatible Flat Screen TV with VCR/DVD Player
\$195/DAY

POLYCOM

Audio Phone Conferencing & Dial-in Pad
\$55/DAY

POWER STRIP

AC 6-Outlet Power Strip & Extension Cords Taped down to meeting room floor
\$15/DAY

WALL-MOUNTED FLAT SCREEN TV

(BOARDROOM ONLY)
HDMI Cable Hook-up to TV in Boardroom.
\$30/DAY

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