

Package Menu - 2017





WELCOME TO A REFRESHING APPROACH TO EVENTS

Whether you're planning a business meeting, family reunion or wedding rehearsal, having plenty of options and personalized attention can turn any occasion from special to spectacular. With our dedicated hospitality team standing by, we'll help you discover new ideas, provide on-site services, and make planning your event easier. From flexible meeting spaces, tasty and innovative catering, and audiovisual services, our expert staff can provide anything your event needs.

We look forward to planning something together soon.

The Courtyard® Events Team



THE BASIC

This package includes food & beverage, meeting room rental and all taxes & gratuities

MORNING BREAK

Coffee, Tea & Juices
Assorted Muffins

LUNCH

Assortment of Sandwiches with Condiments
Garden Salad
Soup of the Day
Coffee, Tea & Soft Drinks

AFTERNOON BREAK

Coffee, Tea & Soft Drinks
Fresh Baked Cookies

\$66.00 per person



THE CLASSIC

This package includes food & beverage, meeting room rental and all taxes & gratuities

QUICK START BREAKFAST

Tropicana Juices
Whole Fruit
Assorted Muffins & Croissants
Coffee & Tea

TIME OUT BREAK

Yogurt Parfait
Coffee & Tea

YOUR CHOICE OF HOT LUNCH BUFFET

(one choice for all attendees)

Under the Tuscan Sun

Italian Wedding Soup
Make-Your-Own Caesar Salad
Penne Pasta with Roasted Red
Pepper Sauce and Grilled Chicken
Light Tiramisu
Coffee & Tea

Courtyard Classic

Garden Salad
Sesame Ginger Beef Stir-fry
with Mixed Vegetables
Basmati Rice
Chef's Selection of Desert
Coffee & Tea

The Market Table

Assorted Sandwiches
with Condiments
Chef's Soup of the Day
Garden Salad
Assorted Brownies and
Squares
Coffee & Tea

TIME OUT BREAK

Fresh Baked Cookies
Whole Fruit
Soft Drinks
Coffee & Tea

\$80.00 per person



THE EXECUTIVE

This package includes food & beverage, meeting room rental and all taxes & gratuities

FULL START BREAKFAST

Scrambled Eggs, Breakfast potatoes,
Bacon, Sausage or Ham
Hot Oatmeal or Cold Cereals,
Fruit Yogurts, Assorted Muffins
White, Whole & Artisan Breads for Toast
Whole Fruit Basket
Coffee, Tea & Tropicana Juices

LA PAUSE

Cheese Platter with Baguette
Crudités with Dip, Olives & Pickles
Hummus with Flatbread Crackers
Coffee, Tea, Soft Drinks & Perrier

\$91.00 per person

TIME OUT BREAK

Assorted Muffins
Whole Fruit
Tropicana Juices
Coffee & Tea

YOUR CHOICE OF HOT LUNCH BUFFET

Soup of the Day or Assorted
Salads,
Choice of Chicken Supreme
with Tarragon &
Mushroom Sauce, Maple-
glazed Atlantic
Salmon or Pork Loin with
Pineapple & Raisin
Sauce
Steamed Vegetables & Basmati
Rice
Fruit Salad & Strawberry
Cheesecake



ADDITIONAL INFORMATION

All food and beverage for events held within the hotel will be supplied exclusively by the Courtyard by Marriott Ottawa Downtown.

All prices are quoted in Canadian dollars, and are subject to change without notice in order to meet increased market costs. However, the hotel will honor all confirmed prices on function contracts signed and returned by the client.

Taxes and service charges: all prices are exclusive of applicable taxes and service charges, and the following charges will be added to the bill:

Food & Beverage prices: 15% service, 13% HST
Function room rental: 13% HST

DEPOSIT AND PAYMENT

A \$500 deposit is required at the time of booking in order to confirm social events for less than 100 people. For booking of 100 people or more, a deposit of \$1,000 is required at the signature of the contract. This deposit is non-refundable. 100% of the estimated amount is due 3 days prior to the event and is payable by cash, certified cheque or credit card.

Monday, April 10, 2017