

THE WESTIN

IMAGINE
ORLANDO



banquet menus
2009

**continental breakfasts
based on 1 hour of service**

continental

fresh squeezed orange and assorted juices
assorted muffins, seasonal breakfast breads, croissants
freshly brewed starbucks ® coffee,
decaffeinated coffee and tazo ® tea selection
\$21.00 per person

extended continental

fresh squeezed orange and assorted juices
assorted muffins, seasonal breakfast breads, croissants
seasonal fresh fruit display
freshly brewed starbucks ® coffee,
decaffeinated coffee and tazo ® tea selection
\$23.00 per person

executive continental

fresh squeezed orange and assorted juices
assorted muffins, seasonal breakfast breads, croissants
seasonal fresh fruit salad
individual yogurts
individual cereals, 2% and skim milk
freshly brewed starbucks ® coffee,
decaffeinated coffee and tazo ® tea selection
\$26.00 per person

orlando continental

fresh squeezed orange and assorted juices
yogurt parfaits
whole fruit
assorted muffins, seasonal breakfast breads, croissants
freshly brewed starbucks ® coffee,
decaffeinated coffee and tazo ® tea selection
\$25.00 per person

additional items available a la carte

bagels with plain/flavored cream cheese \$44 dozen
assorted fresh breakfast bakeries \$44 dozen
egg, provolone and parma ham croissants \$52 dozen
egg, cheese and canadian bacon, english muffin \$52 dozen
fresh donuts \$36 dozen
individual boxed cereal, 2%, skim milk \$5 each
whole fruit \$3 each
granola bars \$4 each
power bars \$5 each
individual yogurts \$4 each
fresh fruit display \$5 per person
freshly brewed starbucks coffee, decaffeinated coffee
and tazo tea selection \$60/per gallon
assorted soft drinks \$4 each
acqua panna natural water, san pellegrino sparkling mineral water
san benedetto Iced tea \$5 each

breakfast buffet
based on 1 hour of service

fresh squeezed orange and assorted juices
freshly baked muffins, croissants and breakfast breads
sliced fresh seasonal fruits and berries
assorted hot and cold cereals
scrambled eggs, crisp bacon, sausage and breakfast potatoes
freshly brewed starbucks ® coffee, decaffeinated coffee and tazo ® tea selection
\$28.00 per person

enhancements +

eggs benedict \$9.00
smoked salmon with traditional toppings \$11.00
quiche with onion spinach and tomatoes \$8.00
french toast with maple syrup and berry compote \$7.00
scrambled eggs with mascarpone cheese and lobster \$12.00
scrambled eggs with white cheddar and asparagus \$9.00

buffets are based on one hour of service
service charge of \$75.00 for groups less than 50

plated breakfasts

traditional

farm fresh scrambled eggs with chives, breakfast potatoes
apple wood crisp bacon or sausage patties or links
\$24.00 per person

poached eggs

crisp pancetta, sautéed spinach on a toasted english muffin
tomato hollandaise and breakfast potatoes
\$26.00 per person

french toast

stuffed with cinnamon mascarpone cheese
warm vermont maple syrup and breakfast potatoes
\$24.00 per person

steak and eggs

4 oz. filet of beef with scrambled eggs
broiled tomato and breakfast potatoes
\$35.00 per person

*served with fresh squeezed orange juice
freshly baked breakfast bakeries, butter, jam
starbucks ® coffee, decaffeinated coffee and tazo ® tea selection*

coffee breaks
based on 30 minutes of service

healthy break

assorted soft drinks and flavored teas
mineral waters and smoothies
yogurt and granola parfaits
starbucks ® coffee, decaffeinated coffee and tazo ® tea selection
\$18.00 per person

sunshine break

assorted soft drinks
mineral waters, flavored teas
individual yogurts
fruit kabobs with mango yogurt
assorted energy bars
starbucks ® coffee, decaffeinated coffee and tazo ® tea selection
\$18.00 per person

orlando magic

assorted soft drinks
mineral waters, flavored teas
roasted peanuts
cracker jack®
stadium warm soft pretzels
\$17.00 per person

miami heat

assorted soft drinks
mineral waters, flavored teas
tortilla chips, warm cheese queso
fresh salsa, fresh guacamole, sour cream
\$16.00 per person

additional items available a la carte

yogurt and granola parfaits \$5.00 each
energy bars \$5.00 each
granola bars \$4.00 each
individual juices \$5.00 each
candy bars \$4.00 each
whole fruit \$3.00 each
individual dry snacks cracker jack®, peanuts and potato chips, etc. \$4.00 each
haagen daz ® ice cream and frozen fruit bars \$4.50 each
fruit kabobs with mango yogurt \$48 per dozen
fresh fruit display with berries \$5.00 per person
choice of cookies, brownies, blondies or lemon bars \$44.00 per dozen
stadium warm pretzels \$44.00 per dozen
freshly brewed starbucks® coffee, decaffeinated coffee
and tazo tea selection \$60.00/per gallon
assorted soft drinks \$4.00 each
acqua panna natural water and san pelegirino sparkling mineral water
san benedetto iced teas \$5.00 each

lunch
3 course plated
soup or salad, entrée and dessert

soup selections

minestrone with pesto
gazpacho with cilantro pesto
wild mushroom bisque with pancetta
creamy tomato with gruyere cheese crouton

or

salad selections

hearts of romaine

with roasted peppers, oven dried tomatoes and
goat cheese snow, raspberry vinaigrette

baby spinach salad

grape tomatoes, kiln dried cherries and gorgonzola cheese

classic caesar salad

crisp romaine, shaved pecorino romano, croutons

hot lunch entrees

herb seared chicken breast

portobello mushroom ragout or marsala demi glaze
\$33.00 per person

prosciutto stuffed chicken breast

fontina cheese and madeira jus
\$35.00 per person

crab crusted salmon filet

sautéed arugula and saffron cream
\$37.00 per person

macadamia nut crusted mahi mahi

mango salsa
\$38.00 per person

pan seared crab cakes

red and yellow pepper coulis
\$39.00 per person

petit filet of beef

caramelized cipollini onions, roasted fingerling potatoes,
asparagus tips and cabernet demi glaze
\$40.00 per person

*above served with chef's selection of starch and vegetables
warm rolls and butter
choice of dessert*

freshly brewed starbucks ® coffee, decaffeinated coffee and tazo ® tea selection, iced tea

pasta entrees

penne pasta

asparagus, artichokes, fresh tomatoes
tomato basil broth
\$25.00 per person
with grilled chicken
\$28.00 per person

cheese tortelloni

sun-dried tomatoes, spinach, wild mushrooms
asiago cream
\$25.00 per person
with grilled chicken
\$28.00 per person

*above served with choice of salad
warm artesian rolls and butter
choice of dessert*

freshly brewed starbucks ® coffee, decaffeinated coffee and tazo ® tea selection, iced tea

2 course plated chilled lunch entrees

entrée salads

grilled chicken caesar salad

crisp romaine, kalamata olives
roasted bell peppers
pecorino romano cheese
\$22.00 per person

shrimp \$24.00 per person
marinated steak \$28.00 per person

sesame crusted seared tuna

baby greens, pickled ginger, grape tomatoes crisp
wontons
soy ginger vinaigrette
\$26.00 per person

*warm artesian rolls and butter
choice of dessert*

*freshly brewed starbucks ® coffee, decaffeinated
coffee and tazo ® tea selection, iced tea*

sandwiches

chicken salad sandwich

citrus, cranberries and toasted walnuts
tomato focaccia roll, potato chips and pasta salad and
fresh fruit
\$25.00 per person

chilled vermouth poached salmon

over assorted grilled vegetables with tomato caper
relish
\$24.00 per person

fresh albacore tuna salad open faced sandwich

focaccia roll, pasta salad and fresh fruit
\$26.00 per person

chilled roast beef

brie, grilled vegetables and orzo pasta salad
\$33.00 per person

choice of dessert

*freshly brewed starbucks ® coffee, decaffeinated
coffee and tazo ® tea selection, iced tea*

desserts

carrot cake, cream cheese frosting
florida key lime pie
peanut butter pie
traditional cheesecake
seasonal fruit tart

working lunch
minimum of 20 guests

working lunch 1

chilled cheese tortellini salad with sun-dried tomatoes,
olives, roasted peppers and basil vinaigrette

baby greens with almonds, strawberries, blue cheese
crumbles
two dressings

open faced prosciutto, fresh mozzarella and tomato,
basil pesto

shaved roast beef with arugula
garlic mayonnaise in pita bread

fresh albacore tuna salad on assorted artesian breads

florida key lime pie, pecan pie
starbucks ® coffee, decaffeinated coffee and tazo ®
tea selection, iced tea
\$34.00 per person

working lunch 2

chilled fingerling potato salad, green onions and
ground mustard vinaigrette

arugula & radicchio salad
roasted peppers, oven-dried tomatoes, gorgonzola
cheese crumbles
balsamic vinaigrette

sliced roast beef with boursin cheese
& caramelized onions artesian bread

smoked turkey breast, cranberry lemon relish,
black pepper bacon and artesian bread

chilled, sliced chicken with prosciutto
pesto mayonnaise and artesian bread

flourless chocolate cake, carrot cake
starbucks ® coffee, decaffeinated coffee and tazo ® tea
selection, iced tea
\$36.00 per person

carry away box lunches

smoked turkey breast and havarti cheese on croissant

whole fresh fruit, potato chips, crisp pickle spear
chocolate chip cookie
\$26.00 per person

pepper crusted roast beef

artesian bread with horseradish mayonnaise
whole fresh fruit, potato chips, crisp pickle spear
rich fudge brownie
\$28.00 per person

grilled fresh vegetables in a spinach tortilla with hummus spread

whole fresh fruit, potato chips, crisp pickle spear
white chocolate macadamia nut cookie
\$22.00 per person

*(1) soft drink or mineral water included per box lunch
additional – charged on consumption*

buffet lunches

the floridian

assorted mixed greens with fresh garden toppings
balsamic vinaigrette or ranch dressing

fresh tropical fruit display

bay shrimp and cucumber salad, dill sour cream

pan seared breast of chicken with crushed tomato
onion, capers, olive oil and basil

fresh gulf mahi mahi
sweet mango butter

seasonal vegetables

rosemary roasted potatoes

florida key lime pie, chocolate pecan pie

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection, iced tea

\$40.00 per person

the fiesta

black bean and corn salad with cilantro

fresh fruit salad with sweet mojito syrup

caesar salad, croutons

sauteed marinated chicken tenderloins with lime
cumin, cilantro, peppers and onions

mojo marinated pork loin, caramelized onions

spanish rice

fried plantains

warm flour tortillas, salsa, guacamole
sour cream, shredded lettuce and diced tomatoes

traditional flan, chocolate tres leche cake, sopaipilla

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection, iced tea

\$40.00 per person

**pricing based on 1 ½ hours of service
minimum of 25 guests required.
service charge of \$75.00 for groups less than 25**

the carnegie

cole slaw with pineapple

fruit display with berries

sweet and sour cucumber and red onion salad

assorted deli meats to include
turkey, roast beef, tavern ham
assorted premium cheeses to include
cheddar, swiss, provolone

assorted artesian bread, rolls
lettuce, tomato, onion, pickles, banana pepper rings
yellow mustard, spicy mustard, mayonnaise

individual bags of chips

apple cheesecake tarts, chocolate chip cookies
starbucks ® coffee, decaffeinated coffee and tazo ® tea
selection, iced tea

\$39.00 per person

the tuscan

tomatoes, mozzarella, pesto vinaigrette with pine nuts

mixed greens, roasted peppers
balsamic vinaigrette

tomato relish, bruschetta

pesto crusted salmon

chicken alla parmigiana

zucchini saute, basil and red onion

tortellini, alfredo sauce

tiramisu, chocolate dipped cannoli

starbucks ® coffee, decaffeinated coffee and tazo ® tea
selection, iced tea

\$41.00 per person

saturday afternoon

three bean salad, red onion, balsamic vinaigrette

yukon gold potato salad

steakhouse salad
iceburg lettuce, bacon, blue cheese crumbles,
diced tomatoes, buttermilk ranch

mango bbq baby back ribs

hebrew national all beef hot dogs, steamed in beer

black angus grilled hamburgers
cheddar cheese, swiss cheese

lettuce, tomato, pickle, onion
yellow mustard, spicy mustard, mayonnaise
ketchup, relish
hot dog, hamburger rolls

corn on the cob

cheesecake
apple pie, chocolate layer cake
starbucks ® coffee, decaffeinated coffee and tazo ® tea selection, iced tea

\$42.00 per person

**pricing based on 1 ½ hours of service
minimum of 25 guests required.
service charge of \$75.00 for groups less than 25**

receptions

displays

select premium imported and domestic cheeses served with artesian breads and cracker selections \$10.00 per person

fresh seasonal vegetable crudité with spinach and ranch dip \$7.00 per person

fresh fruit display with berries \$7.00 per person

smoked salmon display with fresh onion, chopped egg, capers, cream cheese and pumpernickel bread \$350.00 serves 20

grilled seasonal vegetables in balsamic glaze with hummus and parmigiano-reggiano cheese \$9.00 per person

display of hand rolled sushi and assorted rolls with traditional condiments \$6.00 per piece

cold tapas

pepper crusted seared tuna canapé
\$6.00 per piece

gulf shrimp on cucumber round
\$6.00 per piece

curried chicken in phyllo cup
\$5.00 per piece

prosciutto wrapped asparagus
\$6.00 per piece

strawberries with peppered boursin cheese
\$5.00 per piece

olive tapenade on artichoke bottom
\$6.00 per piece

salami coronet
\$5.00 per piece

Smoked salmon canapé
\$5.00 per piece

hot tapas

lobster and mango spring roll with sweet chili
\$8.00 per piece

vegetarian spring roll with plum sauce
\$6.00 per piece

goat cheese stuffed artichoke hearts with parmigiano crust
\$6.00 per piece

petit beef wellington
\$6.00 per piece

gulf shrimp tempura
\$8.00 per piece

spinach and ricotta filled mini calzone
\$6.00 per piece

caramelized onion tart
\$5.00 per piece

Chicken kabob
\$5.00 per piece

carving stations*

herb roasted tenderloin of beef with mini brioche rolls,
mayonnaise, mustard and rosemary demi glaze
\$450.00 serves 20

maple syrup glazed baked ham with mini pretzel rolls
mayonnaise and mustard
\$450.00 serves 45

tenderloin of beef and salmon wellington
dill vermouth cream
\$550.00 serves 25

oven roasted turkey
orange grand marnier cranberry relish, silver dollar rolls
\$475.00 serves 45

around the world displays

pasta

spinach and 5 cheese tortellini with shiitake mushroom cream sauce

ricotta ravioli with spicy red and
smoked tomato sauce

served with red pepper flakes, extra virgin olive oil,
pecorino cheese, italian herb blend
parsley garlic rolls
\$15.00 per person

asian stir fry

choice of chicken or beef (choose one) with
assorted vegetables, bok choy, snow peas, carrots, bean sprouts,
broccoli and napa cabbage

duck shu mai dumplings

fried rice

sirachi and soy sauces, chili paste
\$21.00 per person

taco station

warm soft flour taco, crispy corn shells
spicy taco meat
shredded Mexican cheese
shredded lettuce, chopped tomato, onion
cilantro, black olives

salsa, sour cream, guacamole
tortilla chips
\$15.00 per person

shrimp saute

large gulf shrimp sautéed in lemon oil, garlic, fresh tomatoes,
italian parsley and kalamata olives

saffron orzo pasta

spinach and boursin phyllo pillows

freshly grated parmigiano-reggiano cheese, red pepper flakes

tomato focaccia
\$26.00 per person

Above displays are an enhancement to a heavy reception.
menu price is based on per person, two hours of service maximum

plated dinner

**~ dinner entrees include a choice of soup or salad ~
~ and dessert ~**

hot starter enhancement+

wild mushroom strudel with madiera demi glaze
\$12.00 per person

seared diver scallops
basil tomato cilantro vinaigrette
\$14.00 per person

pan seared blue crab cake with fennel, green onion
roasted pepper slaw, warm dill remoulade
\$15.00 per person

orechiette pasta with olives, artichokes, spinach,
garlic, shallots in basil oil with parmigiano-reggiano cheese
\$12.00 per person

soup selections

minestrone with pesto

gazpacho with cilantro pesto

wild mushroom bisque with pancetta

creamy tomato with gruyere cheese crouton

or

salad selections

baby greens with grape tomatoes,
toasted walnuts, gorgonzola, and cilantro pesto ranch dressing

classic caesar salad
crisp romaine shaved pecorino romano

caprese salad
fresh heirloom tomatoes, mozzarella, basil oil,
cracked pepper and balsamic glaze

spinach, oven roasted tomato, roast peppers
raspberry vinaigrette

entrée selections

prosciutto and spinach stuffed chicken breast

pine nuts and natural jus
\$56.00 per person

grilled filet of beef

caramelized shallots, boursin butter
port wine demi glaze
\$65.00 per person

grilled new york strip steak

wild mushroom ragout \$64.00 per person

roasted veal loin medallions

forest mushrooms white madiera cream
\$65.00 per person

macadamia crusted florida grouper

passion fruit butter
\$59.00 per person

sun-dried tomato crusted swordfish

rosemary citrus butter
\$60.00 per person

herb seared salmon

pesto shitake cream
\$58.00 per person

duet entrees

centercut sirloin and marinated chicken

port wine demi glaze
\$59.00 per person

grilled filet of beef with crab and lobster stuffed shrimp

red wine butter
\$68.00 per person

herb grilled chicken and lemon grouper

black pepper butter
\$62.00 per person

6 oz. lobster tail with herb butter and grilled filet of beef

truffle butter demi
market price

*all entrees are served with chef's selection of fresh vegetable and starch
warm artesian rolls and butter*

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection

desserts

white chocolate cheesecake
grand marnier chocolate mousse dome
lemont tart, raspberry coulis
macadamia nut torte
flourless chocolate cake
seasonal fruit tart
chef's seasonal trio selection +\$2.00

**buffet dinner
based on 2 hours of service**

the cuban

traditional black bean soup

cuban style salad of romaine hearts, red onion, green olives,
grape tomatoes, oregano and red wine vinaigrette

garbanzo bean salad with cilantro vinaigrette

mojito fruit salad

mojo marinated pork loin with caramelized onion confit

cumin seared chicken breast with island bbq sauce

cilantro crusted mahi mahi with mango relish

island vegetables

chayote, squash, cabbage, carrots, fried plantains

yellow rice

pina colada coconut cake, chocolate tres leche cake

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection
\$70.00 per person

the orleans

mixed green salad with grape tomatoes, cucumber, toasted pecans and basil vinaigrette

gulf bay shrimp and cucumber dill salad with zataran's © vinaigrette

black eyed pea salad

blackened gulf grouper with roasted tomato sauce

chicken jambalaya

cajun spice minute steak with bourbon demi glaze

dirty rice

ratatouille

chocolate mud cake, raspberry almond tart

Pecan praline cheesecake

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection
\$69.00 per person

the imagine cook out

fingerling potato salad, smoked bacon herb vinaigrette

fresh seasonal fruit display with berries

imagine chop salad

three bean salad with balsamic vinaigrette

center cut sirloin

shrimp and scallop skewers

seared chicken breast with basil butter

seasonal vegetables

turtle cheesecake, chocolate fudge cake

berry tart

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection

\$70.00 per person

floribbean evening

romaine, butter lettuce, red oak

orange segments, blue cheese crumbles, candied walnuts

florida orange walnut vinaigrette

creamy cole slaw with fresh pineapple

penne pasta, plant city tomatoes, green onions

roasted zellwood sweet corn

grilled grouper, tomato mango salsa

sauteed chicken breast, florida orange glaze

sliced strip steak, florida vidalia compote

seasonal vegetables

oven roast sweet and red potato medley

fresh fruit tart, florida key lime pie

chocolate pyramid

starbucks ® coffee, decaffeinated coffee and tazo ® tea selection

\$69.00 per person

Minimum of 25 guests required
Service charge of \$75.00 for groups less than 25 guests
Pricing based on 2 hours of service

beverage selections

hosted bar

hosted bars are charged to your account on a per drink basis

premium mixed drinks \$6.50 each

makers mark, crown royal, johnny walker red, tanqueray, skyy, bacardi silver, sauza gold and hennessey vs

top shelf mixed drink \$7.00 each

jack daniels, crown royal, dewars white label, bombay sapphire, ketel one, captain morgan, cuervo gold and remy vsop

domestic beer \$5.50 each

budweiser, miller lite

imported beer \$6.00 each

heineken, corona, amstel light and st. pauli n.a.

house wines \$7.50 per glass

mirassou chardonnay
kendall-jackson riesling
beringer white zinfandel
ecco damani pinot grigio
ruffino chianti
blackstone merlot
alice white cabernet sauvignon
please choose 2 – 3 selections for your event bar

soft drinks \$4.00 each

mineral waters \$5.00 each

package bar

package hosted bars by the hour are available and include continuous beverage service to include mixed drinks, imported and domestic beers, assorted wines by the glass, mineral waters and soft drinks. charges are per person based on the guarantee.

	premium	top shelf
1 hour	\$18.00	\$20.00
2 hours	\$25.00	\$30.00
3 hours	\$31.00	\$36.00
	each additional hour	
	\$6.00	\$7.00

cash bar

premium mixed drinks \$7.00 each
top shelf mixed drink \$7.50 each
domestic beer \$6.00 each
imported beer \$6.50 each

house wines \$8.00 per glass
soft drinks \$4.00 each
mineral waters \$4.50 each
sparkling wine \$8.00

the hotel provides one bartender per 100 guests.
a bartender charge of \$100.00 per hour with a three (3) hour minimum will apply.
additional hours \$15.00 per hour

all cash bars, a cashier is required and the hotel will provide one cashier per 150 guests.
a cashier charge of \$50.00 per hour with a three (3) hour minimum required
additional hours \$15.00 per hour

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PREMIUM WINE LIST

The wines on this Progressive Wine List are grouped in Flavor Categories. Wines with similar flavors are listed in a simple sequence starting with those that are sweeter and very mild in taste, progressing to the wines that are drier and stronger in taste.

Price bottle

Dry Sparkling Wines

Listed from mildest to strongest

Lunetta Prosecco Brut NV Trentino Italy	38.00
Domaine Chandon Brut "Classic" NV California.....	44.00

Sweet White/Blush Wines

Listed from sweetest to least sweet

Beringer White Zinfandel 2006 California	25.00
Kendall-Jackson Riesling "Vintner's Reserve" 2005 California	30.00

Dry Light Intensity White Wines

Listed from mildest to stronger

Maso Canali, Pinot Grigio , Trentino, Italy	38.00
Nobilo Sauvignon Blanc Marlborough 2006 New Zealand	38.00
Ruffino Pinot Grigio "Lumina" 2006 Friuli-Venezia Giulia Italy.....	37.00

Dry Medium Intensity White Wines

Listed from milder to stronger

Antinori Chardonnay "Tormaresca" 2003 Puglia Italy	35.00
Beringer Chardonnay "Third Century" Central Coast 2005 California.....	32.00
Artesa Chardonnay Carneros 2006 California.....	48.00

Dry Light to Medium Intensity Red Wines

Listed from mildest to stronger

Gloria Ferrer Pinot Noir "Etesian, California	58.00
MacMurray Ranch, Pinot Noir , Sonoma Coast, California	44.00
Castello di Gabbiano Chianti 2005 Tuscany Italy	32.00
Rancho Zabaco, Zinfandel , Heritage Vines, Sonoma County, California	40.00
Hawks Crest, Cabernet Sauvignon , California.....	46.00

Full Intensity Red Wines

Penfolds, Shiraz , "Thomas Hyland", South Australia.....	35.00
Louis M. Martini, Cabernet Sauvignon , Sonoma County, California	46.00

Catering Policies

The Westin Imagine Orlando is providing for you an extensive list of menu options. These are for general planning purposes. Your Catering Manager will be delighted to assist you in customizing menus to meet your group's specific needs. Some general policies to ensure this happens are outlined below.

Due to liability and legal restrictions, The Westin Imagine Orlando is the only licensed authority permitted to sell and serve alcoholic beverages on our property. As such, no outside food or beverages are permitted. The Hotel reserves the right to charge for any food and beverage supplied in violation of this policy. The Hotel is also obligated to adhere to all Local, State and Federal regulations relating to the service of food and beverage. Specifically, the Hotel does reserve the right to (1) request proper identification for service of alcohol to any individuals of questionable age and refuse service to any individual who is either under age or cannot produce proof of age upon request and (2) refuse the service of alcohol to any individual who in the Hotel's judgment appears to be intoxicated.

Catering Pricing

All food and beverage purchases are subject to 22% Taxable Service Charge and the State Sales Tax of 6.5%. Specific fees and charges are subject to change. To ensure food quality, buffet pricing for breakfast is based on one hour of service; lunch – one and one-half hours of service; dinner – two hours of service. Refreshment breaks are based on 30 minutes. Additional charges will incur for extending hours of service. A \$75.00 service charge will apply to all catered meal functions of less than 25 guests. Carving stations are subject to a \$100.00 Chef/Attendant Fee per chef/attendant. Cashiers are required for all cash bars. A cashier fee of \$65.00 per hour (3 hour minimum) per cashier will be applied to all cash bar.

Menu Selection

The Hotel requires that in order to execute your function to the best of our abilities, your menu selections be due to your Catering Manager a minimum of fourteen (14) days prior to the start date of your event.

Function Space

The Hotel has reserved adequate space to properly service your event based on the contracted number of attendees and the function space set up. As such, the Hotel does reserve the right to change location of any specific event to a more suitably sized area should the anticipated number of attendees significantly increase or decrease. For outdoor events the following will also apply:

- A final decision on location must be made four (4) hours to the event start time.
- All outdoor functions will be moved to the assigned back-up space if the weather indicates wind gusts in excess of 25 MPH, 40% or higher chance of rain or temperatures below 60 degrees Fahrenheit.

Outdoor events will be subject to a \$5.00 per person set up fee plus the cost of any tenting as requested.

In compliance with Orange County City Noise Ordinances, all outdoor function must conclude by 10 p.m. All props, décor, entertainment and lighting arrangements must be coordinated through your Catering Manager.

Guarantees

So that we may exceed your expectations with an outstanding event, on functions where a guarantee per person is required, the minimum number of expected attendees is required three (3) business days prior to your event. During this three (3) day period, that number may not be reduced. The Hotel will be prepared to provide seating and consumables up to five (5) percent over the guaranteed number. If no guarantee is provided, the expected number of attendees on your contract or event order will serve as the guarantee.

Security

The Westin Imagine Orlando does not assume liability for any item loss or damage to any merchandise brought into the Hotel, as such you and your group may consider hiring an outside security service for the duration of your event. Please check with your Catering Manager for options and or a list of approved security providers.

Damages

It is the responsibility of the contract signee to assume all responsibility of any damages to the Hotel; its facility or equipment as the result of negligence or carelessness on the part of the patron. This includes all registered attendees, guests of attendees as well as outside contractors of attendees (i.e. entertainers, convention service companies etc.)

Signage and Displays

The Westin Imagine Orlando only permits signage immediately adjacent to any registration area associated with any organized function. All signage must be professionally produced. The Hotel will not permit any other signage to be located in the Lobby or any other public area of the Hotel without the express written consent of The Hotel. Additionally, the client agrees not to affix anything to walls, floors, ceilings or glass surfaces that will in any way leave any permanent mark or residue. In the event that this does occur, the client is responsible for any charges to repair any damage resulting as a result of their failure to adhere to this policy. Additionally, all signage and displays must adhere to the Orange County Fire Code.

Payment

Unless credit has been established with the Hotel at the time you sign your contract, payment in full is expected ten (10) business days prior to your event. Any overage to the estimated charges will be due at the conclusion of the event.

Shipping and Receiving

The Hotel agrees to accept packages for any upcoming event no more than three (3) business days prior to the Actual event. Additionally, we agree to store no more than three (3) packages complimentary. Due to limited storage space, if prior arrangements are made and the group requires additional storage space, a storage fee of \$5.00 per box or \$50.00 per pallet will apply. To ensure proper delivery, all packages should be marked in the following manner: Hold for: Client name, name of group and event, first day of event and Hotel contact.

Smoking

The Hotel is a smoke-free environment. There is an outdoor designated area for smokers.

Audio Visual

The Hotel is delighted to offer a full range of audiovisual services for your group. Ask your Catering Professional for a comprehensive list of services, packages and charges.