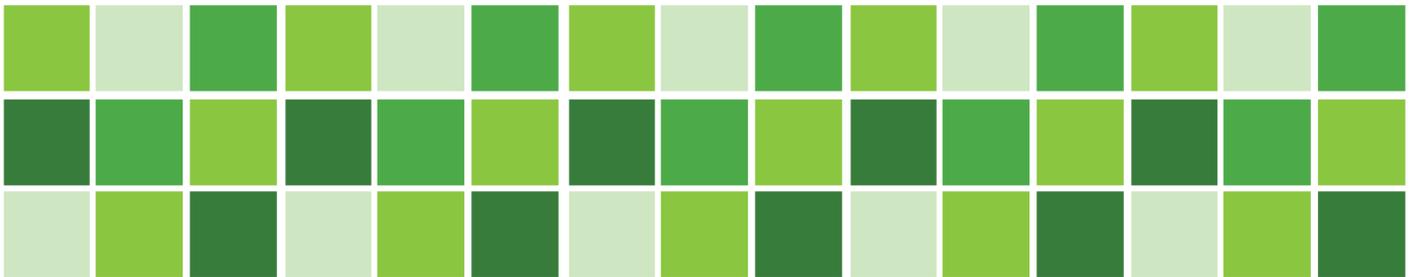




Holiday Inn

Function Event Catering Information



Holiday Inn San Marcos
105 Bintu Drive | San Marcos, TX 78666
512.805.1000 phone | 512.805.1001 fax
<mailto:fbm@holidayinnsanmarcos.com>

MEETING & EVENT INFORMATION

- 3,150 square feet of Indoor Flexible Meeting Space with Hill Country Ballroom
- 1,000 square feet Restaurant & Bar Rental Room
- 4,500 square feet of Outdoor Flexible Event Space with The Venue at Willow Creek
- 106 beautifully appointed guest rooms
- IHG Reward Club - www.ihg.com/rewardsclub
- Complimentary Self Parking
- Complimentary Wireless High Speed Internet throughout the hotel
- Located 4 miles South of Texas State University
- Located 2 miles North of Premium & Tanger Outlet Centers
- 100% Non-Smoking Facility
- Pet Friendly (fees apply)
- Spring's Bistro+Bar- Full Service Restaurant serving breakfast and dinner daily
- Coffee maker, iron, ironing boards, hair dryer, desk lamp with extra outlet, oversized work desk, ergonomic desk chair & voice mail
- 24 hour Business & Fitness Center
- Outdoor Swimming Pool and Whirlpool Spa
- Centrally located to Downtown San Marcos



STAY REFRESHED. STAY RELAXED. STAY YOU.

Situated midway between Austin and San Antonio and just on the edge of the Texas Hill Country, Holiday Inn San Marcos offers the most options for any traveler. Whether you are planning a relaxing trip to float the San Marcos River, sending your kids off to college at Texas State University or meeting with clients and conducting business, San Marcos' newest full service hotel provides you with the most sophisticated and modern accommodations, amenities and banquet event space.

Each of our guests rooms includes either a king or two queen beds with a well lit work desk and comfortable chair, along with complimentary high-speed Wi-Fi access to help you stay connected while away from the home or office. Enjoy a morning or evening meal or try a refreshing cocktail from the Springs Bistro+Bar our onsite restaurant serving American comfort food with a bit of a twist. Ask about our Vegan menu it is a delicious and outright tasty way to healthy options for all.

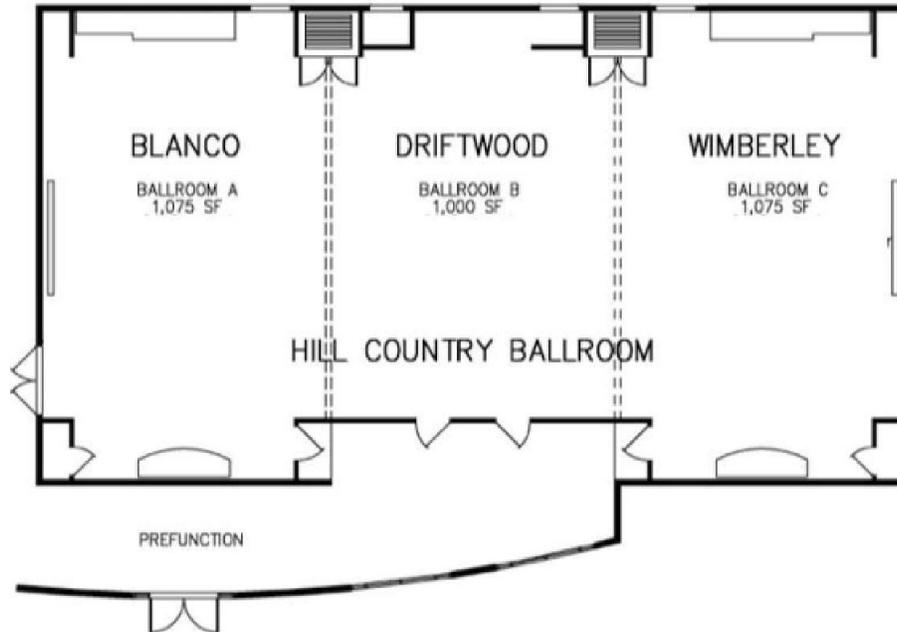
Our three flexible function rooms, which offer 3,150 square feet of total indoor space with modern technology, can host anything from a 10 guest business meetings to a 220 attendee conference with custom catering. Maybe you are looking to host an outdoor event, The Venue at Willow Creek, our 4,500 square feet of outdoor event space can provide you a unique and refreshing setting for your wedding, corporate gathering or conference. When planning a weekend getaway, family vacation or business trip to San Marcos, look no further than the Holiday Inn San Marcos. Located just minutes from downtown, area dining, entertainment options, and outdoor river activities, our hotel is the perfect place to stay if you want to enjoy the area and a bit of true Texas hospitality. New additions include the Springs rental space perfect for a business luncheon or a private restaurant and bar for a reception. The Gruene Board Room also available for an hourly rate for all business conference space .

To ensure you receive the highest quality of service, all pricing is subject to 21% service charge and applicable 8.25% tax.

HOLIDAY INN - SAN MARCOS

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MEETING ROOM INFORMATION



Room	L x W	Sq Ft	Rounds of 10	Theater	Classroom (3Per)	Conference
Hill Country Ballroom (A+B+C)	76 x 42	3150	170	220	180	80
--Blanco (A)	25 x 42	1075	60	80	36	30
--Driftwood (B)	26 x 42	1000	50	60	36	20
--Wimberley (C)	25 x 42	1075	60	80	36	30
--Blanco + Driftwood (A+B)	51 x 42	2075	100	140	90	50
--Driftwood + Wimberley (B+C)	51 x 42	2075	100	140	90	50
--Gruene Rental	26x31	700	40	60	20	20
--Springs Rental	26 x 42	1,000	50	60	36	20

AUDIOVISUAL EQUIPMENT (*fees may apply)

Screen*
 Whiteboard and Easel*
 Speaker Phone*
 HDTV*

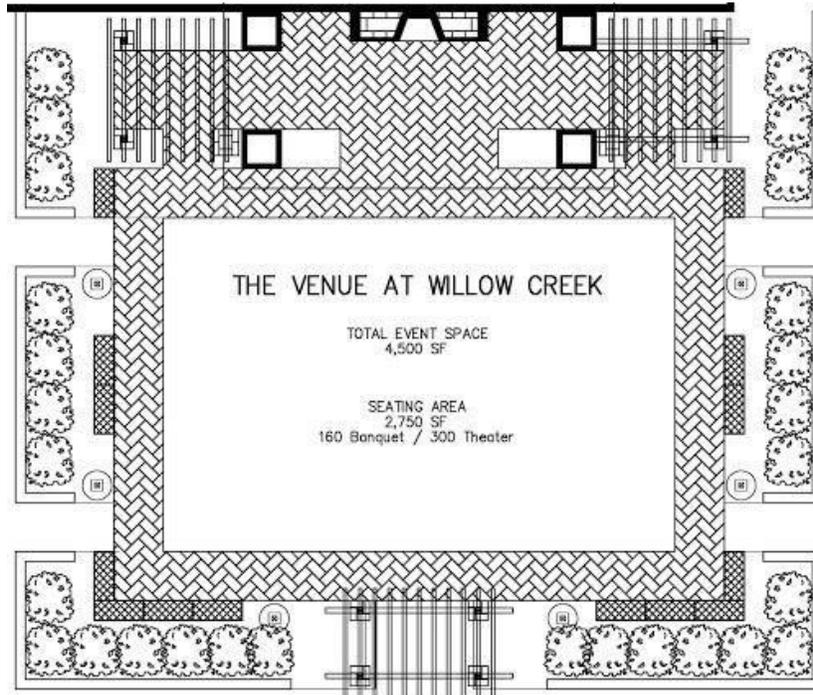
Wireless Internet Access
 Flip Chart & Easel*
 Microphone*
 Laptops*
 Projector*

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EVENT SPACE INFORMATION



Room	SqFt Total	SqFt Lawn	Rounds of 10	Theater
The Venue @ Willow Creek*	4500	2750	100	200

*see policies & procedures

Host your next event at *The Venue @ Willow Creek*, Holiday Inn-San Marcos' outdoor event area. Beautifully landscaped and designed to be versatile location for your next gathering or celebration. From a 300 guest wedding ceremony to relaxed cocktail reception this unique setting, the possibilities are endless. Release your imagination!

Audio Visual: Can be provided upon request

Floor Covering: Paver stone and grass

Hours: Area closes at 11pm

*POLICES & PROCEDURES

Use of this area requires rental of all tenting and furniture (table and chairs) from third party supplier. Security is required when attendees exceed 100 guests and alcoholic beverages are being served.

All associated cost for rental items, decor and security will be the responsibility of the event or group and will be subject to applicable service charges and sales tax.

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PICTURES



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BREAKFAST SELECTIONS AND ENHANCEMENTS



Healthy Continental \$12.95 per person

Whole & Sliced Seasonal Fresh Fruit, Assorted Yogurts, Assorted Danish, Muffins, & Bagels served with Cream Cheese & Jams. Beverage service assorted Juices, Coffee, and Specialty Teas included.

LBJ Breakfast \$15.95 per person

Whole & Sliced Seasonal Fresh Fruit, Country scrambled eggs, Choice of bacon or sausage links, Fire roasted breakfast potatoes, Buttermilk biscuits & sausage gravy. Beverage service is chilled assorted juices, Coffee, and Specialty Teas.

Baja Fresh Breakfast \$15.95

Whole sliced fruit, Migas: green peppers, onions, jalapenos, tomatoes, & melted cheddar. Breakfast Pork chops in ranchero sauce and fried potatoes and refried beans for sides with flour tortillas and corn tortillas. Beverage service is chilled assorted juices, Coffee, and specialty teas.

Tex. Mex- Breakfast Taco Bar \$15.95

Barbacoa, Carne Guisada, Migas, Eggs, Bacon, Sausage, Potatoes al Mexicana, Refried beans, Flour tortillas & Corn Tortillas.

Grab & Go Breakfast \$7

Breakfast Sandwich or tacos with breakfast bar or mixed nuts, whole fruit, and juice.

Enhancement Items

(May be added to any of the above breakfast selections)

Warm Cinnamon Rolls \$28.00 per dozen

Breakfast Sandwiches with Scrambled Eggs, Cheese, & Sausage Patty \$2.75 each

Breakfast Tacos: Potato & Egg, Bacon & Egg, Sausage & Egg, or Bean & Cheese
\$2.25 each

Hot Oatmeal with Brown Sugar, Raisins & Milk \$2.50 per person

Assorted Cold Cereal with Milk \$2.25 per person

Fruit Yogurt with Granola \$2.50 per each

Grits with Butter & Shredded Cheese \$3.00 per person

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A LA CARTE SELECTIONS

Beverages

- Freshly Brewed Coffee Regular, Decaffeinated & Hot Tea *\$40.00 per gallon*
- Freshly Brewed Iced Teas with Lemon Wedges *\$30.00 per gallon*
- Fruit Punch or Lemonade *\$30.00 per gallon*
- Energy Drinks- Red Bull or Monsters *\$5.00 per each*
- Orange, Grapefruit, Tomato, Cranberry or Apple Juice *\$12.00 per carafe* Assorted
- Regular & Diet Soft Drinks (based on consumption) *\$2.00 each* Assorted
- Bottled Fruit Juices (based on consumption) *\$2.50 each*
- Bottled Water (based on consumption) *\$2.00 each*
- Topo Chico Sparkling Water (based on consumption) *\$2.75 each*
- Individual 2% or Chocolate Milk (based on consumption) *\$2.00 each*

Bakery

- Buttered Croissants *\$32.00 per dozen*
- Assorted Bagels with Cream Cheese *\$32.00 per dozen*
- Assorted Danish and Muffins *\$30.00 per dozen*
- Assorted Breakfast Breads with Jams *\$30.00 per dozen*
- Assorted Fresh Baked Cookies *\$24.00 per dozen*
- Double Chocolate Fudge Brownies *\$30.00 per dozen*

Snacks

- Assorted Granola Bars, Nutri-Grain Bars or Power Bars *\$2.00 each*
- Seasonal Sliced Fresh Fruit *\$2.00 per person*
- Assorted Whole Fruit *\$2.00 per piece*
- Assorted Plain & Fruit Yogurts (based on consumption) *\$2.50 each*
- Assorted Candy Bars *\$2.00 each*
- Assorted Salty/Sweet Crunchy Snacks (based on consumption) *\$2.25 each*
Cracker Jacks, Popcorn, Pretzels, Potato Chips, Snack Mix or Nuts
- Blue Bell Ice Cream Cups (based on consumption) *\$3.00 each*
4 oz cups- Chocolate or Vanilla
- Chips and Salsa *\$2.50 per person*
- Warm Spinach Artichoke Dip with Tortilla Chips *\$3.00 per person*

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PACKAGES

Meeting Planner Package *\$27.95 per person*

Pre-Meeting

Fresh Seasonal Sliced Fruit, Selection of Danish; Croissant, Muffins, and Bagels. Butter, Whipped Cream Cheese and Jams. Assorted Juice, Freshly Brewed Coffee and a selection of Specialty Teas

Mid-Morning

Assorted Snack Bars, Assorted Soft Drinks, Bottled Waters, Freshly Brewed Coffee and a selection of Specialty Teas

Lunch Buffet

Field Green Salad with Choice of Dressing, Thin Sliced Deli Selection of Roast Beef, Smoked Turkey Breast, and Cured Ham, Sliced Cheese, Tomatoes, Lettuce, Red Onion, Pickle Spears and Condiments. Assorted Bakery Breads and Rolls, and Potato Chips, Chef's Choice Desert, Freshly Brewed Coffee & Iced Tea

Afternoon

Assorted Freshly Baked Cookies, Selection of Assorted Candy Bars, Trail Mix. Freshly Brewed Coffee, Selection of Specialty Teas, Assorted Soft Drinks and Bottled Waters

Grab-N-Go Package *\$18.95 per person*

Pre-Meeting

Fresh Seasonal Sliced Fruit, Selection of Danish; Croissant, Muffins, and Bagels. Butter, Whipped Cream Cheese and Jams. Assorted Juice, Freshly Brewed Coffee and a selection of Specialty Teas

Mid-Morning

Assorted Snack Bars, Assorted Soft Drinks, Bottled Waters, Refresh Brewed Coffee and a selection of Specialty Teas

Afternoon

Assorted Freshly Baked Cookies, Selection of Assorted Candy Bars, Trail Mix. Refresh Brewed Coffee, Selection of Specialty Teas, Assorted Soft Drinks and Bottled Waters

***Breaks are replenished for 45 minutes and lunch for 1.5 hours. Minimum of 25 people are required for the "Grab-N-Go" package.*

*\$50 set up fee will be added for groups less than 25 people***

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THEMED BREAKS

Health Nut Break \$11.95 per person

Seasonal Sliced Fresh Fruits, Selection of Assorted Plain and Fruit Individual Yogurts, Granola Bars, and Mixed Nuts. Bottled Water and Assorted Bottled Juices

Sweet Treats \$11.95 per person

Freshly Baked Chocolate Chip, Oatmeal-Raisin and Snickerdoodle Cookies, Fudge Nut Brownies, 2% Milk & Chocolate Milk, Assorted Soft Drinks, Bottled Water, Coffee and Ice Tea

Bagel Break \$9.95 per person

Assorted Bagels, Cream Cheese, Whipped Butter, and Jams. Freshly Brewed Coffee and a Selection of Specialty Teas

Snack Attack Break \$8.95 per person

Pretzels, Potato Chips, Snack Mix, Assorted Cookies and a Selection of Assorted Candy Bars. Assorted Soft Drinks and Bottled Water

Play Ball Break \$8.95 per person

Cracker Jacks, Cheddar & Buttered Flavor Popcorn. Lemonade, Assorted Soft Drinks, Bottled Waters and Ice Tea

Thirst Quencher \$6.95 per person

Assorted Soft Drinks, Bottled Juices and Bottled Waters. Freshly Brewed Coffee, Decaffeinated Coffee, Selection of Specialty Hot Teas and Ice Tea.

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EXPRESS LUNCH



Basic Boxed Lunch \$13.95 per person

All sandwiches dressed with lettuce and tomato and served on a variety of white and wheat sandwich breads. Mayonnaise and mustard are served on the side. Includes individual bagged chips, piece of fruit and bottled water

Choices Include:

- Turkey & Swiss
- Ham & Cheese
- Hummus & Cucumber
- Roast Beef & Provolone

Specialty Boxed Lunch \$15.95 per person

Includes individual bagged chips, piece of whole fruit and bottled water

Choices Include:

- Sonoma Chicken
 - Chicken Salad with Onions, Apples, Almonds, Cranberries, Poppy Seeds, and Tarragon Mayonnaise. Dressed with Lettuce and Tomato.
- Roasted Turkey
 - Cranberry Mayo, Provolone Cheese, Lettuce, Tomatoes.
- Chicken Caesar Salad Wrap
 - Crisp Romain Hearts with Parmesan Cheese, Sliced Grilled Chicken mixed with Caesar Dressing and wrapped in a Tortilla

Deli-Create Your Own \$17.95 per person

Field green salad, Pasta Salad, & Potato Chips, Deli Meat Selection provided sliced Roast beef, Smoked Turkey Breast, and Ham. Sliced cheeses, Tomatoes, Leaf Lettuce, Sliced Red Onion, Pickle spears, and Condiments assorted Bakery breads and rolls. Fresh Baked brownies or cookies for your sweet treat.

Sandwich Trays

All boxed lunches may be made into a sandwich tray that will include a variety of 30 sandwich halves; feeds 15 people. Serving size is based on two halves per person. Trays include individual bagged chips, whole fruit display and bottled water for 15 people.

- Basic Sandwich Tray \$209.25 per tray
- Specialty Sandwich Tray \$239.25 per tray

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LUNCH BUFFETS

Italiano \$18.50 per person

Choice of One Entrée:

- *Classic lasagna with meat sauce
- *Baked penne pasta with sundried tomatoes with Chicken or Sausage
- *Baked Chicken & Cheese cannelloni

Served with: Caesar salad, Seasonal Vegetables, Warm garlic bread, Chefs Choice Dessert

Fajita Factory \$19.95 per person

Chicken & Beef Fajitas, sautéed bell peppers, and onions, Spanish rice and refried beans, Tortillas chips, Salsa, Shredded cheese, Pico de Gallo, Sour cream, Chef's Choice Dessert.

Mexican Fiesta \$19.95 per person

Carne Guisada or Picadillo with Cheese enchiladas served with Spanish rice and Charro beans tostadas and flour tortillas.

Burger Bar Or BBQ Sandwich Bar \$19.95 per person

Choice of :

- *Grilled Chicken
- *Certified Angus Sirloin patties
- *Pulled Pork
- *Shredded Brisket

Served with: Potato Salad or House pub chips and Charro Beans.

South Comfort 19.95 per person

Choice of One Entrée:

- *Southern Catfish Fry
- *Chicken Quarters & Sausage
- *Crispy Fried Chicken
- *Chicken Fried Steak

Served with: Green beans, Mashed Potatoes, Rolls and Chefs Dessert

Healthy Soup & Salad 14.95 per person

Choice of two soups:

Tomato Basil, Broccoli & Cheese, Baked Potato Soup, Chicken & Rice

Choice of two Salads:

Mixed green salad, Caesar Salad, Fruit Salad, Pasta salad, Potato Salad

Served with: Hot rolls with butter & Chefs choice dessert

All buffets include iced tea with lemon wedges.

Minimum Guarantee of 25 Guests, if less than 25 guests a \$50++ set-up fee will be applied.

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PLATED LUNCH

Baked Penne Pasta \$20.95 per person

Baked Penne Pasta with Chicken, Roasted Garlic, Mushroom and Sun Dried Tomatoes Cream Sauce. Served with Garlic breadsticks

Chicken & Vegetable Stir Fry \$20.95 per person

Boneless Chicken Breast Pieces Stir Fried with Broccoli, Julienned Carrots, Red Bell Pepper, Snow Pea Pods. Served on a Bed of White Rice

Black Pepper Beef \$24.95 per person

Pieces of Beef Tenderloin sautéed with Black Peppercorns, Onions and Green Bell Peppers. Served on a Bed of White Rice

Oven Broiled Seasonal Fish \$24.95 per person

Oven broiled Seasonal Fish seasoned with herbs and spices. Served with Wild Rice Medley and Steamed Market Vegetables, Rolls and Butter.

Pasta Primavera \$20.95 per person

Fettuccine tossed with Alfredo Sauce, Mixed Garden Vegetables, topped with Fresh Parmesan Cheese. Served with Garlic Breadsticks.

Vegetable Lasagna \$15.95 per person

Lasagna stacked with Garden Vegetables, topped with a Zesty Tomato Sauce. Served with Garlic Breadsticks

Plated lunches are served with mixed field greens salad with house dressing, chef's selection of dessert and iced tea with lemon wedges.

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RECEPTION HORS D'OEUVRES



Cold Selection (100 pieces per tray)

- Deviled Eggs \$200.00 per tray
- Shrimp Cocktail \$250.00 per tray
- Mini Turkey Pinwheels \$200.00 per tray
- Assorted Finger Sandwiches & Wraps \$200.00 per tray
- Chocolate Dipped Strawberries \$200.00 per tray
- Mini Fruit Kabobs \$200.00 per tray
- Assorted Petifores \$250.00 per tray
- Homemade Salsa with Tortilla Chips \$30.00 per quart
- Guacamole Salsa with Tortilla Chips \$45.00 per quart
- Mixed Nuts (per pound) \$30.00 per pound

Board Selections Served with French Bread and Assorted Crackers

- Baked Brie with Dried Fruit \$85.00 per display
- Foreign & Domestic Selection of Cheeses \$175.00 per display (up to 50 guests)
- Imported & Domestic Selection of Meat & Cheeses \$225.00 per display (up to 50 guests)
- Seasonal Fresh Fruit Display with Brown Sugar Dip \$175.00 per display (up to 50 guests)
- Vegetable Garden Crudité \$175.00 per display (up to 50 guests)

Hot Selections (100 pieces per tray)

- Assorted Mini Quiche \$200.00 per tray
- Fresh Stuffed Mushrooms \$275.00 per tray
- Egg Rolls w/ Sweet & Sour Sauce \$200.00 per tray
- Buffalo Wings w/ Blue Cheese dressing \$250.00 per tray
- Crispy Chicken Tenders w/ Honey Mustard \$200.00 per tray
- Fried Ravioli w/ Marinara Sauce \$200.00 per tray
- Smoked Bacon Wrapped Scallops \$350.00 per tray
- Petite Baked Beef Wellington \$300.00 per tray
- Vegetable Spring Rolls w/ Sweet & Sour Sauce \$200.00 per tray
- Warm Spinach Dip with Pita Chips \$45.00 per quart

\$50 labor charge per server will be applied for passed hors d'oeuvres

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DINNER BUFFETS

Southwest Fiesta \$25.95 per person

Tortilla Soup

Tortilla Chips with Queso

Choice of Two Entrees

-- Beef Tacos - Fix Your Own

-- Beef Fajita

-- Chicken Fajita

-- Chicken Enchiladas with Verde Sauce

-- Cheese Enchiladas with Chili con Carne

Served with Flour & Corn Tortillas

Shredded Lettuce and Diced Tomatoes

Salsa, Pico de Gallo, Guacamole, Sour Cream, and Shredded Cheese

Spanish Rice and Charro Beans

Chef's Choice Dessert

Italiano \$25.95 per person

Romaine Lettuce with Caesar Dressing, Parmesan Cheese and Croutons

Antipasto Salad and Marinated Pasta Salad

Choice of Two Entrees

-- Baked Ziti with Bolognese Sauce

-- Lasagna with Meat Sauce

-- Chicken Florentine with Spinach and Mushrooms

-- Wild Mushroom & Spinach Lasagna

-- Baked Penne Pasta with Chicken & Sun-dried Tomatoes

-- Parmesan Crusted Chicken Breast

Sautéed Italian Green Beans with Tomatoes, Onion and Peppers

Linguini with Pesto and Sun-Dried Tomatoes

Warm Garlic Breadsticks

Chef's Choice Dessert

All buffets include iced tea with lemon wedges.

Minimum Guarantee of 25 Guests, if less than 25 guests a \$50++ set-up fee will be applied.

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THE CAMINO REAL BUFFET

(Designed By You Buffet)

Includes choice of one salad, one vegetable, one starch and one dessert

Salads

- Field Greens with House Dressings
- Caesar Salad
- Greek Salad
- Antipasto Salad
- Pasta Salad
- Tomato-Cucumber Salad
- Seasonal Fruit Salad
- Creamy Cole Slaw
- Potato Salad

Starches

- Scalloped Potatoes
- Herbed Rice Pilaf
- Garlic Mashed Potatoes
- Baked Potato
- Roasted Red Potatoes
- Wild Rice Medley

Vegetables

- Green Bean Casserole
- Glazed Baby Carrots
- Summer Squash & Zucchini
- Steamed Broccoli Spears
- Garden Vegetable Medley
- Baked Beans
- Cream Corn

Entrees

- Roasted Pork Loin
- Sirloin & Shrimp Kabobs
- Beef Brisket
- Grilled Lemon Rosemary Chicken
- Parmesan & Herb Stuffed Chicken
- Salmon with Lemon-Herb Butter Sauce

Desserts

- Pecan Pie
- Apple Crisp
- New York Style Cheesecake
- Cobbler - Peach or Blackberry
- Banana Pudding with Nilla Wafers

Choose One Entree \$26.95 per person

Choose Two Entrees \$30.95 per person

All buffets include iced tea with lemon wedges.

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PLATED DINNERS

Beef Selections

Sirloin Steak \$28.95 per person

Thick Cut of Sirloin accompanied with Au Jus. Garlic Butter Twice Baked Potatoes.

Sliced Roast Beef \$31.95 per person

Thinly Sliced Prime Rib Roast Beef with Mushroom Sauce and Roasted Red Potatoes with Rosemary

Poultry Selections

Chicken Marsala \$26.95 per person

Lightly Breaded Sautéed Chicken Breast Topped with Mushroom Marsala Wine Sauce served with Linguini

Lemon-Herbed Chicken \$26.95 per person

Sautéed Chicken Breast with Herbs and Lemon. Laid atop a Bed of Orzo Pasta with Zucchini. Served with Steamed Broccoli Spears.

Seafood Selections

Balsamic Glazed Salmon \$31.95 per person

Salmon Filet baked with a Honey-Balsamic Glaze. Served with Scalloped Potatoes and a Seasonal Vegetable Medley.

Shrimp Scampi Skewers \$29.95 per person

Skewers (2) with Large Jumbo Shrimp basted in a Garlic Parsley Butter Sauce. Served with Linguini Pasta and Roasted Seasonal Vegetables.

Plated dinners are served with a mixed field green salad with house dressing, rolls & butter, chef's selection of dessert, Iced Tea \$50 set up fee will be applied for groups with less than 25 people

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BEVERAGE SERVICES



All guests consuming any type of alcoholic beverage must be at least age 21, we have the right to ask for ID from any guest to verify age.

Premium Liquor Selection Bar pricing per drink*

Absolute Vodka, Bacardi Dark Rum, Johnny Walker Red Scotch, Crown Royal, Jack Daniels Bourbon, Tanqueray Gin, and Cuervo 1800 Tequila

Premium Wine Selection Bar pricing per drink*

Merlot, Cabernet Sauvignon, Chardonnay, Pinot Noir

House Liquor Selection Bar pricing per drink*

Smirnoff Vodka, Bacardi Rum, Dewar's Scotch, Jim Beam Bourbon, Beef Eater Gin, and Sauza Gold Tequila

House Wines Bar pricing per drink*

Merlot, Chardonnay, Pinot Grigio, White Zinfandel

Champagne Bar pricing per drink*

by bottle only

Domestic Beer Bar pricing per drink*

Budweiser, Bud Light, Coors Light, Miller Lite

Imported Beer Bar pricing per drink*

Corona Xtra, Dos XX, Heineken

Mixers (included as part of all Liquor Bars) Included in drink price*

Water, Cranberry and Orange Juices, Coke, Diet Coke, Sprite, Tonic Water, Club Soda

Additional Beverages \$2.00 per drink*

Bottled Water, Coke, Diet Coke, Sprite

**brands are subject to change without notice by a similar quality item*

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Hosted Bar

Charge per consumption and based on Beverage Services pricing. The number of drinks consumed will be charged to one account

Prices are tax inclusive and are per drink. A 21% service charge will be applied

--Hosted Beer & Wine Bar

Includes unlimited beer and wine drinks to include a selection of Domestic Beer and House Wine

--Hosted Beer, Wine and Premium Liquor Bar

Includes above Hosted Beer and Wine Bar with the addition of drinks made with our Premium Liquor Selection

--Hosted Beer, Wine, and House Liquor Bar

Includes above Hosted Beer and Wine Bar with the addition of drinks made with our House Liquor Selection

Cash Bar

Pay at time of order. Charge based on Beverage Services pricing for event. Price is per drink tax & service charge will be applied if host is paying for open bar via credit card authorization.

--Cash Beer & Wine Bar

Includes unlimited beer and wine to include a selection of Domestic Beer and House Wine

--Cash Beer, Wine, and Premium Liquor Bar

Includes above Cash Beer and Wine Bar with the addition of drinks made with our Premium Liquor Selection

--Cash Beer, Wine, and House Liquor Bar

To ensure you receive the highest quality of service, all pricing is subject to 21% service charge and applicable 8.25% tax.

Audio Visual

Audio Visual Equipment

Custom Av Package: \$150

Full Av Package: \$175 includes all requested AV (no additional charges)

Audio Visual Technician onsite \$75 fee daily

Projector	\$135.00/per day
Whiteboard	\$15.00/per day
Flip Chart	\$20.00/per day
Microphone	\$25.00/per day
HDTV	\$35.00/per day
Pointer & Laptop Clicker	\$25.00/per day
LapTop	\$125.00/per day
House Sound	\$100.00/per day
Audio Visual Adaptors	\$25.00/per day

*Room Rental Fees**

Hill Country Ballroom	\$1500.00/per day
Blanco	\$500.00/per day
Driftwood	\$500.00/per day
Wimberley	\$500.00/per day
Blanco+Driftwood	\$1000.00/per day
Driftwood+Wimberley	\$1000.00/per day
TheVenue@WillowCreek	\$1000.00/per day
Springs Meeting Space	\$400.00/per day
The Gruene Room	\$400.00/ per day

**discounted rental fees with contracted food and beverage minimums*

Minimums are 1.5x room rental fees. (\$1500.00 x 1.5 = \$2250.00 required in F&B purchases)

If minimums are not met, prorated room rental fees will be charged to reach food and beverage minimums.

To ensure you receive the highest quality of service, all pricing is subject to 21% service charge and applicable 8.25% tax.

HOLIDAY INN - SAN MARCOS

105 Bintu Drive - San Marcos, TX 78666 - fbm@holidayinnsanmarcos.com - (512) 805-1000 phone – (512) 805-1001 fax



BANQUET POLICIES & PROCEDURES CONTINUED

Food and Beverage: All food, with the exception of wedding or specialty cakes, must be purchased through the Holiday Inn San Marcos. In compliance with the Texas Alcoholic Beverage Commission (TABC) regulations, no alcoholic beverages may be brought on site and all alcoholic beverages must be purchased and dispensed through the Holiday Inn San Marcos. Drink shots are not hotel available on any banquet bar. Food beverages cannot be count taken off premises. **Buffet offerings are based on a 1.5-hour actual maximum time limit to health code regulations and food greater quality standards.**

Guarantee: A final guaranteed guest count and payment for all food and beverage packages received by the catering coordinator seven (30) calendar days prior to the event (exception is personal checks, please see below). The hotel prepares to serve five percent (5%) over your guarantee. If a guarantee is not received, the will use the last known expected attendance as your guarantee. Charges will be based on attendance or the guarantee, which is the guest count, is not subject to reduction seven (7) days prior to an event. If count rise from the point of guarantee to the event extra payment will be taken. All menu selections, room layout, audio/visual are required at least three (3) weeks in advance. **Our meeting and function space will be assigned based upon anticipated attendance group's specific needs for and event.** Should a significant change in the size of your function; hotel reserves the right to move the space to a better suited for the size of your event. Cost of security will be applied fees may apply.

Event Supervision: On the day of your event, a manager day of will be present. They will be there to oversee the staff and the event. All function space is to close at 12:00 midnight. Personal belongings and/or any outside vendor items need to be removed by 1:00am unless otherwise approved by manager. Upon acceptance, liability damages are explicitly that they will be responsibility of party/parties requesting banquet service. **Parties are responsible for the conduct room of their guest.** Security may be provided for an additional fee to event bill.

In compliance with the state and local laws, we reserve the right to request identification and to refuse the service of alcoholic beverage at any time. **We also, in consideration for the safety of your guest, reserve the right to end bar event.**

Deposit and Payment: The amount varies based upon contracted space and services will be determined at the time of your booking. Deposits are due with the signing of the contract. Unless function agreements states no deposit will be required at booking if cc authorization is returned. However, cancellation will result in charge of deposit amount. Payments may be made by certified check, major credit card. Payments made by personal check due ten (10) calendar days prior to the event.

Decorating: Destruction to our property is prohibited affixing anything to the walls, floors or ceilings by any methods (I.e. pins, nails, staples, tape, and glue or tacks) in any of our function spaces will result in a \$150 charge to host of the event or to the authorization on file it will not be stated in the function agreement this is common courtesy. Confetti, glitter and similar items are also prohibited. Due to fire code regulations, no open flame candles are permitted. The use of these items as well will result in clean up charge of \$150 to the host or authorization on file. Candles may be used if they are enclosed container. The hotel staff is not responsible for assembly of floral arrangements, favors, or décor.

Tax and Service Charge: 21% service charge will be added to all food and beverage costs. 8.25% tax will also apply. Posting of Events: All events associated with program will appear on our Electronic reader system as they appear final, approval banquet event order.

Delivery of Materials: Meeting materials can be shipped no more than three (3) days prior to the event. If materials need to be shipped back, this can be arranged (BEO) through the catering coordinator. Additional fees will apply. The shipping information must be in the BEO and function agreement for the hotel to be liable for shipping materials after a conference.

To ensure you receive the highest quality of service, all pricing is subject to 21% service charge and applicable 8.25% tax.



BANQUET POLICIES & PROCEDURES CONTINUED

Liability: Holiday Inn San Marcos reserves the right to include inspect and control all private functions. The hotel reserves the right to cancel any event that has been interpreted to have been misrepresented in the booking chairs or if a groups intention appears to be controversial or destructive to the premises. If guest invitees or agents of the event host violate the law, the function may be terminated without refund. The hotel cannot assume responsibility for personal property and equipment brought on the premises. Liability for damages to the premises will be charged accordingly.

Standard Set Up: Standard meeting room has the following items: (when applicable) Banquet or classroom table, Linen (Black or white), Pads and pens, and Ice water. Basic meeting room set up is complimentary. Depending upon the extent of the setup onto requirements, additional charges might apply. Please contact your Sales & Catering Manager for miscellaneous charge price sheet. All meetings are nonsmoking.

Cancellation: All cancelations are to be received in writing. If written notice is received 30 business days prior to function rooms date, deposits only will be lost; 29-21 business days prior notice will result in a cancellation charge equal to 50% of the total estimated invoice, based on contracted specifications; 20-10 standard days prior notice will result in a cancellation charge equal to 75% of the total estimate invoice, based on contract will be specifications; less than 9 days prior notice will result in a cancellation charge equal to 100% of the total estimated invoice any based on contracted specifications.

Room Set Up: All set-ups are based on all set-ups. Additional fees apply for extensive room set-ups and any furniture removal. Fees based on size of meeting room; scope of services labor involved. These fees are in addition to Meeting Room Rental and are subject to service charge and sales tax. The hotel reserves right to charge additional fees for set-up made the day of the function.

The Attrition: Food and beverage minimums are set at 1.5 changes time room rental fee. If minimums are not met, a prorated room rental will be charged to equal the food and beverage minimum.

Sound Systems and Noise: Some hotel meeting rooms have basic sound system. Please contact the Sales & Catering manager with any questions. Please note that all hotel contracted include decibel limiting noise to no more than 85 decibels. DJ's must comply with management if there is disturbance or if a request is made to alter the volume of sound. Failure to do so will result in immediate end to the event and function. The speakers have blue tooth connections there is not direct input for sound.

The Venue @ Willow Creek: Use of this area requires questions. Rental of all furniture (table and chairs) from third party supplier and all associated cost will be the responsibility of clause the event or group and will be the responsibility of clause the vent or group and will be subject to applicable service charges and sales tax. Security is required when attendees exceed 200 guests and alcoholic beverages are being served. Charges for security will be the responsibility of the event host function/ and all associated cost will be billed to the event host ingredients.

Pricing: Confirmed food and beverage pricing not be given more than 90 days prior to any event date. Our team uses only the finest in the preparations of your meals. Due to fluctuating food and beverage pricing, menu pricing may change without notice unless arrangements are signed Banquet Event Order (BEO).

Banquet Inventory: Items in our banquet inventory are for change for you use (based on availability) at no additional charge. Confirmed by any equipment requested not in inventory, which have associated costs, will be passed on to your group. For more information on banquet equipment, please see your Sales & Catering Manager.

Lost and Found: The Housekeeping department administers of lost and found. The hotel cannot be responsible for damage or loss of any article.

Linen: The hotel provides white and black table clothes for use with the same matching napkins for linen. If something else is requested we can provide as requested but is subject to charge.

To ensure you receive the highest quality of service, all pricing is subject to 21% service charge and applicable 8.25% tax.

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