

The Berkeley Hotel



Catered and Banquet Event Menus

Event Information

Menu Selection:

Please consider the enclosed menus as a starting point as we collaborate with you to create an unforgettable event.

We welcome the opportunity to create a special menu for your event. ***A single menu should be selected for all guests.*** If you choose one or more entrée selections or if several guests require special dietary substitution, place cards must be provided to identify such requests and a \$3/person charge will be added to your bill. Counts for each selection are required at the time of your guarantee (5) business days prior to your event. Your final menu selections are due at least (10) days before your event.

Guaranteed Guest Count:

Confirmation of the number of guests attending your event is due to the Sales Manager (3) business days prior to your event. If fewer guests attend than the guaranteed guest count, you will be charged for the guaranteed number. If more attend, you will be charged for the actual number of attendees. If no guarantee is received, you will be charged according to the original estimate stated on the agreement.

Tax and Service Charge:

Food and beverage charges are subject to a 20% Service Charge and an 11% Sales Tax. For all service fee's incurred such as: cake cutting, bartending, room rental, etc. a 5% Sales tax will be applied.

Parking:

OVERNIGHT GUESTS:

Valet parking is provided to overnight guests at the following rates:

Vehicles 6'3" and shorter: \$17.00 per day / per vehicle

GUESTS ATTENDING EVENTS:

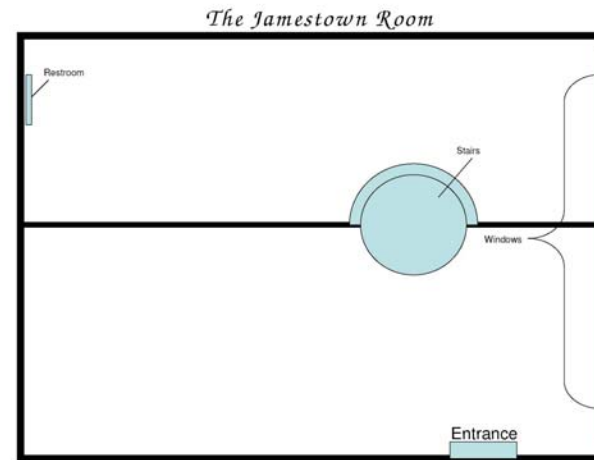
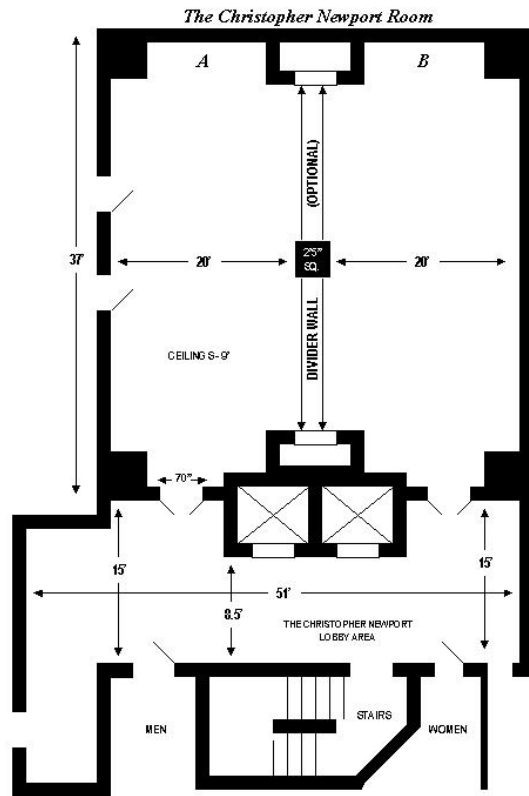
There are many parking facilities located within one (1) or two (2) blocks of The Berkeley Hotel.

As the host, it will be your responsibility to relay the selected parking arrangements to your guests. The sales office can provide directions to the public parking garage closest to The Berkeley. If you would like to offer Valet Parking to guests that are not overnight patrons of the hotel, please make arrangements prior to your arrival with the sales department.

Deposit & Payment Schedule for Weddings and Events estimated over \$5,000

A \$1,500, non-refundable, deposit is due at booking. 50% of the remaining charges will be due 60 days (2 months) prior to the event. The remaining balance is due 30 business days in advance.

Floor Plans & Diagrams



Meeting Room	Rental Fee	Sq. Ft.	Theatre	Rounds	Classroom	Reception	U-Shape
The Christopher Newport Ballroom A	\$250	750	50	40	30	50	30
The Christopher Newport Ballroom B	\$250	750	50	40	30	50	30
The Christopher Newport Ballroom A&B	\$500	1,550	100	100	60	150	30
The Jamestown Room	\$250	1,300	80	50	25	100	25
The Map Room	\$150	300		Executive Boardroom seats 10			
The Governor's Suite	\$150	500		Conference Seating for 8			
Wedding Reception in Ballroom or Jamestown Room – Rental/Setup Fee - \$1000							

** Rental Fee includes set-up, clean-up, linens, tables and chairs

Hors d'oeuvres Reception

The Cobblestone Package

Hot – Choose Three

Mini BLT's with Sweet Brioche
Shrimp Empanadas
Asparagus Puffs with Parmesan Wrapped in Phyllo
Sesame Chicken with Honey Dijon Dipping Sauce
Brie en Croute with Almonds or Raspberries
Seared Scallops Wrapped in Bacon
She Crab Bisque Shooter
Peking Duck Spring Rolls
Mini Sweet Potato Biscuits with Virginia Salt Cured Ham

Cold – Choose Four

Asparagus and Prosciutto
Jumbo Crab Salad in a Savory Tomato and Basil Tartlet
Rosemary Chicken Salad on Crostini
Hummus and Tapanade on a Crispy Pita Chip
Pulled Pork on a Sweet Potato Crisp with Mango Salsa
Sweet Marmalade with Brie and Walnut Toast Points

One-hour reception (8 pieces per person) - \$26 per person
Two-hour reception (15 pieces per person) - \$45 per person

The Virginia Estate Package

Hot – Choose Five

Mini Hot Pastrami Reuben with Spicy Mustard and Swiss Cheese
Mediterranean Salad on Bamboo Skewer
Lobster Salad Sliders
Miniature Beef Wellington
Tomato & Basil Bruschetta
Coconut Shrimp with Mango Salsa
Shot Glass of Gazpacho Topped with a Grilled Cheese Triangle
Oysters Rockefeller – Baked with Spinach, Butter and Breadcrumbs
Mini Crab Cakes with Roasted Red Pepper Aioli

Cold – Choose Six

House Cured Salmon on Pumpernickel with Dill Crème Fraiche
Chilled Jumbo Shrimp Cocktail with Lemon and Condiments
Rare Beef Tenderloin in Crostini with Mustard Sauce
Assorted Nori Rolls with Wasabi and Pickled Ginger
Spicy Tuna Tartar on Crostini
Belgian Endive with Garlic Herb Cheese

One-hour reception (8 pieces per person) - \$36 per person
Two-hour reception (15 pieces per person) - \$55 per person

Stations Reception

Prices are Based on a Two Hour Consumption

***Taste of Italy - \$12 per person**

Pasta cooked to order: Cheese Tortellini, Penne, Bowtie
Served with a trio of Sauces: Pesto, Marinara and Alfredo
Choice of Accompaniments include:
Mushrooms, Roasted Red Peppers, Black Olives,
Fresh Basil, Garlic Breadsticks and Grated Parmesan Cheese
Choice of: Grilled Chicken or Sausage or Shrimp

***Southern Mashed Potato Bar - \$9 per person**

Mashed Yukon Potatoes or Mashed Red Potatoes
Served with Crispy Bacon, Broccoli, Sautéed Mushrooms,
Cheddar Cheese, Sour Cream, Chives and Garlic Butter

***Seafood Station - \$29 per person**

Choice of Two:

Chesapeake Bay Crab Cakes sautéed to a golden perfection completed
with a Chef Ty's seafood aioli and Berkeley signature cocktail
sauce

Pan Seared Sea Scallops completed with Chef Ty's seafood aioli and
Berkeley signature cocktail sauce

Sautéed North Carolina Shrimp completed with two side condiments with
Chef Ty's seafood aioli and Berkeley signature cocktail sauce

*Attendant required for Station at \$75 per attendant

***Carving Stations**

Selections are presented with Rolls and Appropriate Condiments

Slow-Roasted Steamship Round Serves 35-45 Guests \$250

Oven Roasted Turkey Breast Serves 25-35 Guests \$225

Herb Crusted Leg of Lamb (Domestic) Serves 8 Guests \$65

Tenderloin of Beef Serves 25-35 Guest \$325

Brown Sugar Glazed Virginia Salt Cured Ham Serves 50-60 Guests \$250

Roasted Loin of Pork Serves 30-40 Guests \$225

Displays

Selections serve 25 guests or 50 guests

Antipasta Tray

A bountiful display of Italian Cured and Dried Meats, Assorted Cheeses, Roasted
Red Peppers, Calamata Olives, Pepperoncini Peppers and Homemade Focaccia
Breads \$112.50 / \$225

Fresh Seasonal Fruit, Vegetable and Cheese Display

An Assortment of Fresh Seasonal Fruits, Vegetables, Imported Cheeses,
Domestic Cheeses, Gourmet Crackers and Chilled Dipping
Sauces - Creamy Ranch, Spicy Chipotle, Sweet Honey Mustard
\$87.50 / \$175

Hot Chesapeake Crab Dip

With French Bread and Gourmet Crackers
\$87.50 / \$175

Hot Spinach and Artichoke Dip

With Sliced French Bread
\$62.50 / \$125

Chocolate Fondue

With Chef's choice of Seasonal Fruit, Pound Cake,
Marshmallows and Pretzel Rods
\$62.50 / \$125

Dinner Menu One

Please choose one item from each course

First Course

Brunswick Stew

Wild Mushroom Ravioli

Fried Green Tomato Napoleon over a Ham and Pea Risotto and Choron Sauce

Salad

Romaine and Boston Lettuce Salad with an Herb Vinaigrette
House Salad with Local Vegetables and Creamy Pepper Dressing

Entrees

Ginger Charred Tilapia

With Mushroom Risotto, Baby Bok Choy and Teriyaki Glaze

Roasted Breast of Chicken Breast

With Boursin Mashed Potato, Grilled Asparagus and Truffle Jus

Black Angus Strip Steak

With Gorgonzola Au Gratin Potatoes, Baby Carrots and Balsamic Reduction Sauce

Duo of Grilled Chicken & Stuffed Shrimp

Shrimp Stuffed with Crabmeat Supreme served with a Herbed Potato Cake and Lemon Butter Sauce

Dessert

Berkeley Bourbon Bread Pudding with Bourbon Sauce

Baked Virginia Apple Pie

Vanilla Mousse with Fresh Berries

\$39 per guest

All Plated Dinners include Rolls with Butter and Chef's Selection of Fresh Vegetables and Starch, Regular and Decaffeinated Coffee and Hot Tea

Dinner Menu Two

Please choose one item from each course

First Course

Redskin Potato and White Truffle Oil Soup

Grilled Asparagus and Prosciutto

Jumbo Shrimp Cocktail

Salad

Endive, Radicchio and Frisee with a Citrus Vinaigrette

Wedge Salad with Blue Cheese Dressing and Crumbled Bacon

Entrees

Worcestershire Dry Rubbed Filet Mignon

Butter Fingerling Potatoes and Asparagus

The Berkeley Crab Cakes

With a Creamy Crab Risotto Sauce and Wilted Garlic Spinach

Crispy Yellowfin Tuna

With Roasted Squash Napoleon and Sautéed Brocolini

Duo of Pepper Crusted Steak & Pan Seared Salmon

With Redskin Garlic Mashed Potatoes, Snow Peas and Bourbon Shallot Cream Sauce

Dessert

Tiramisu

Chocolate Layer Cake with Whipped Cream and Mint Garnish

Key Lime Tartlet

\$43 per guest

All Plated Dinners include Rolls with Butter and Chef's Selection of Fresh Vegetables and Starch, Regular and Decaffeinated Coffee and Hot Tea

Dinner Menu Three

Please choose one item from each course

First Course

Chesapeake Bay Crab Bisque
Lobster Ravioli with Saffron Sauce
Mushroom Strudel with Gruyere Cheese and Thyme

Salad

Sliced Fresh Mozzarella and Tomato with Basil and Balsamic
Arugula Lettuce with Candied Pecans, Crumbled Goat Cheese and Strawberry Vinaigrette

Entrees

Seared & Blackened YellowFin Tuna

Prociutto Ham Crisp filled with Sundried Tomato and Asparagus Fondue with Steamed Red Bliss Potatoes

Frenched Lamb Chop

With Fondant Potatoes and Glazed Baby Carrots and a Red Wine Reduction

Pan Seared Beef Tenderloin

With Roasted Cipolini Onion Mashed Potatoes, Sautéed Brocolini and Port Wine Demi-Glace

Duo of Filet Mignon & The Berkeley Crab Cake

With Roasted Potato Galette, Asparagus and Béarnaise Sauce

Dessert

Trio of Chocolate Cake
Fresh Peach Tartlette with Whipped Cream
Decadent Crème Brulee

\$49 per guest

All Plated Dinners include Rolls with Butter and Chef's Selection of Fresh Vegetables and Starch, Regular and Decaffeinated Coffee and Hot Tea

Dinner Buffet

(minimum of 20 guests)

Passed Appetizer – Choose One

Tomato & Basil Bruschetta
Coconut Shrimp with Mango Salsa
Sesame Chicken with Honey Dijon Dipping Sauce
Brie en Croute with Almonds or Raspberries

Salad or Soup – Choose Two

Chesapeake Bay Crab Bisque
Corn and Virginia Ham Chowder
Green Apple Waldorf Salad
Romaine and Boston Lettuce with Local Vegetables and House Red Onion Vinaigrette Dressing

Entrée – Choose Two

Cornmeal Crusted Tilapia with Saffron Cream Sauce
Roasted Chicken Breast with Lemon Butter Sauce
Braised Sweet Italian Sausages with Peppers and Onions
Sliced Sirloin of Beef with Caramelized Onions and Roasted Garlic
Asiago and Artichoke stuffed Flounder over Fennel
Penne Pasta with Vodka Sauce and Shaved Parmesan Cheese

Vegetables- choose Two

Grilled Asparagus
Pasta Primavera
Garlic Whipped Potatoes
Vegetable Medley
Oven Roasted Red Bliss Potatoes
Herbed Linguini
Rice Pilaf
Creamed Spinach

Dessert

Chef's Selection of Mini Desserts and Petit Fours
\$50 per person

All Buffet Dinners include Rolls with Butter and Regular and Decaffeinated Coffee and Hot Tea

Bar Options

CONSUMPTION & CASH BAR

Prices do not include applicable taxes and service charge

House Brands	\$6.50
Call Brands	\$7.50
Premium Brands	\$8.50
House Wines	\$6.00
Domestic Beer	\$4.50
Imported Beer	\$5.50

House Brands

Jim Beam
Broker's Gin
Bacardi Rum
Jose Cuervo
Smirnoff
Famous Grouse
Seagram 7

Call Brands

Wild Turkey
Beefeater, Bombay
Captain Morgan
Jose Cuervo Gold
Absolut, Stoli
Cutty Sark, Dewar's
Canadian Club

Premium

Maker's Mark
Tangeray, Bombay Sapphire
Ten Cane
Patron
Ketel One
Jonnie Walker Black, Chivas
Crown Royal

*If one of these brands is not available a comparable brand will be provided.

One (1) Bartender is required for every fifty guests. The fee is \$25 per hour with a two (2) hour minimum includes set-up and breakdown.

WINE

House Chardonnay	\$29.00 bottle
House Cabernet Sauvignon	\$30.00 bottle
House Sparkling Wine	\$39.00 bottle

*Our Wine Sommelier will be happy to assist you selecting specific wines from our extensive wine list to compliment your menu.

WINE ALTERNATIVES

Sparkling Cider	\$18.00 bottle
Sparkling Grape Juice	\$18.00 bottle