

Banquet Menu



BELLA
VISTA

A ROSEN VENUE

8442 Palm Parkway, Orlando, FL 32836
Call Direct: (407) 996-7343 | 1 (866) 506-7300 or TEXT: (407) 470-7197
Sales@RosenLBV.com | www.RosenBellaVista.com/meetings

Breakfast Buffets

All American Buffet

Diced and whole fresh seasonal fruit

Individual fruit yogurts

Choice of dry cereals and house-made almond granola or steel cut oatmeal and condiments

Assorted freshly baked sweet breads including croissants, Danish, muffins, butter, preserves

White toast, wheat toast

Scrambled eggs, crispy bacon, potato medley

Whole milk, 2% milk

Fresh Florida orange juice, cranberry juice, apple juice

Freshly brewed coffee, decaffeinated coffee, selections of teas

\$28 per person

Fast Fare

Diced and whole fresh seasonal fruit

Assorted freshly baked sweet breads including croissants,

Danish, muffins, butter, preserves

Scramble eggs, grilled ham, potato medley

Fresh Florida orange juice, cranberry juice, apple juice

\$20 per person

Add on to the Fast Fare

BREAKFAST SANDWICHES AND BURRITO

Bacon, eggs, cheese, croissant sandwich

Sausage, cheese, egg, biscuit sandwich

Breakfast burrito: scramble eggs, peppers, onions, sausage, cheese, salsa, potatoes

\$5 per person

BUILD YOUR OWN PARFAIT

Yogurt, house-made granola, toasted almonds, assorted berries, honey,

assorted dried fruits, raisins

\$8 per person

Breakfast Buffets

BUILD YOUR OWN OATMEAL

Steel cut oatmeal, brown sugar, raisins, cinnamon, fresh berries, honey
\$5 per person

EGGS BENEDICT

Classic egg benedict: toasted English muffin, poached egg,
Canadian bacon, hollandaise sauce
Smoked salmon benedict: toasted whole wheat English muffin, poached egg,
smoked salmon, hollandaise sauce
\$12 per person

BUILT YOUR OWN OMELETS

Eggs, Egg Beaters, egg whites, cheddar cheese, mozzarella cheese, pepper jack cheese,
ham, bacon, sausage, spinach, onions, tomatoes, peppers
\$10 per person

Runway Brunch

Diced seasonal fruit
Assorted freshly baked sweet breads including croissants, Danish, muffins, butter, preserves
Fresh scramble eggs, crispy bacon or chicken sausages, herb-roasted tri-color potatoes
Soup of the Day
Super Food Salad: romaine, spinach, tomatoes, quinoa, carrots, cucumbers,
balsamic dressing, Italian dressing
Chef selection of pan seared fish and mango relish
Portuguese-style grilled chicken breast
Roasted seasonal vegetables
Chef choice of dessert
Champagne toast +\$1 per person
Fresh Florida orange juice, cranberry juice, apple juice
Freshly brewed coffee, decaffeinated coffee, selections of teas
\$40 per person

Continental Breakfast

Florida Continental Breakfast

Diced and whole fresh seasonal fruit
Assorted freshly baked sweet breads including croissants,
Danish, muffins, butter, preserves
Individual fruit yogurts
Choice of one: dry cereals, house-made almond granola, or
oatmeal and condiments
Whole milk, 2% Milk
Fresh Florida orange juice, cranberry juice, apple juice

\$18 per person

Continental Breakfast

Diced and whole fresh seasonal fruit and berries
Individual fruit yogurts
Assorted freshly baked sweet breads including croissants,
Danish, muffins, butter, preserves
Assorted bagels, cream cheese, butter, preserves
Dry cereals, house-made almond granola, oatmeal, condiments
Whole milk, 2% Milk
Fresh Florida orange juice, grapefruit juice, cranberry juice, apple juice
Freshly brewed coffee, decaffeinated coffee, selections of teas

\$26 per person

European Continental Breakfast

Diced and whole fresh seasonal fruit
Assorted freshly baked sweet breads including croissants, Danish, muffins, butter, honey
Assorted bagels, cream cheese, butter, preserves
Hard boiled eggs
Swiss, Manchego, goat cheese, Parma ham, turkey, soppressata, fruit preserve
Fresh Florida orange juice, cranberry juice, apple juice, whole milk, 2% milk
Freshly brewed coffee, decaffeinated coffee, selections of teas

\$31 per person

Breaks

Trail Mix

Banana chips, dried cherries, dried apricots, sunflower seeds, toasted sliced almonds, peanuts, M&Ms, cashews, chocolate chips, yogurt-covered raisins
Aquafina waters, Lipton Pure Teas

\$12 per person

Halftime Snacks

Nacho bar with tortilla chips, house-made black bean chili, queso, jalapeños, salsa, sour cream
Mini hot dogs
Soft pretzels
Ice cream sandwiches
Coke soft drinks and waters
Freshly brewed coffee, decaffeinated coffee, selections of teas

\$16 per person

The Dips

Blue cheese chicken dip
Western onion dip
Smoky hummus
Carrots, celery, house-made chips, season pita chips

\$15 per person

Sweet Indulgence

Whole milk, low fat milk, half & half
House-baked assorted cookies
Chocolate fudge brownies, blondies

\$11 per person

Breaks

By the Dozen

House-made jumbo cookies \$38

Chocolate fudge brownies \$39

Blondies \$39

Additions

Assorted bagels and cream cheese \$36

Whole fruit \$2 per cup

Assorted Greek yogurts \$3 per cup

Granola bars \$2.5 per cup

Kind Bars \$5 per cup

Assorted chips, pretzels \$3 per cup

Lunch Buffets

All prices are subject to one hour service.

The Great Wall

Udon noodle soup
Oriental salad: Asian dressing, carrots, vinaigrette
Pork dumplings
Vegetable fried rice
Beef and broccoli
Chicken cashew
Vegetable lo mein
Fortune cookies
Lemon bars
Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$36 per person

Caribbean Way

Island green salad, Caribbean dressing, Italian dressing
Black bean salad
Tostones: fried green plantains
Arroz con gandules
Grilled jerk chicken
Pork griot and sautéed onions
Coconut tembleque, carrot cake
Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$34 per person

L'Carte

Niçoise salad
French onion soup
Herb toasted baguettes
Croque monsieur sandwich
Lyonnais potatoes
Seared chicken au jus

Salmon meuniere
Glazed carrots
Roasted asparagus with hollandaise sauce
Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$38 per person

All pricing is in U.S. dollars and subject to 22% taxable service charge, plus 6.5% Florida sales tax. Prices are subject to change.

Lunch Buffets

Sicilian Buffet

Pasta salad, grilled vegetables, olives, onions, cucumbers, pesto
Arugula and artichoke salad: shaved Parmesan, onions, cherry tomatoes

Antipasto salad

Lemon butter penne pasta

Chicken saltimbocca, marsala sauce

Tortellini alla vodka

Vegetable caponata

Garlic bread

Cannoli, tiramisu

Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$29 per person

Yucatan

Tortilla soup

Chips and dips, salsa and guacamole

Taco salad: olives, tomatoes, shredded cheese, onions, iceberg lettuce, tortilla strips, jalapeños
agave dressing, balsamic vinaigrette

Chicken cheese enchiladas

Beef fajitas, charred peppers, onions

Pork carnitas, charred onions

Mexican rice

Refried beans

Street style corn on the cob

Soft tortillas

Churros, sopapilla

Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$31 per person

Lunch Buffets

Deli Shoppe

Fresh garden salad, ranch dressing, balsamic dressing
Caesar salad
Potato or macaroni salad
Assorted potato chips
Artisanal breads and rolls
Cured deli meats (select three): roasted turkey, pastrami, ham, genoa salami,
capicola, grilled chicken, roast beef
Cheddar, Swiss, provolone, American cheese
Mustard, mayonnaise, horseradish sauce, olive oil, red vinegar
Lettuce, tomatoes, onions, pickles
Carrot cake, assorted sweet bars
Iced tea, freshly brew coffee, decaffeinated coffee, selection of teas

\$28 per person

Runway Barbecue

Assorted rolls
Crisp garden salad
Cucumber radish slaw, honey lime dressing
Potato salad or macaroni salad
Smoke beef sausage, roasted peppers
Grilled chicken, house-made barbecue sauce,
grilled oranges
Southern-style baked macaroni
Baked beans
Traditional corn bread
Brownies, cheesecake
Iced tea, freshly brew coffee, decaffeinated
coffee, selection of teas

\$38 per person

The Fit Buffet

Spinach, almond and berries salad; balsamic
vinaigrette; Italian vinaigrette
Tabbouleh salad
Choice of two entrees: herb chicken with au jus,
seared snapper with tomato relish,
pasta primavera
Wild mushroom barley
Charred cauliflower, roasted garlic
Fruit salad, jalapeño, honey dressing
Iced tea, freshly brew coffee, decaffeinated
coffee, selection of teas

\$30 per person

Plated Lunch

Starters

(SELECT ONE)

Caesar Salad

Romaine lettuce, grated Parmesan, croutons, creamy Caesar dressing

Florida Salad

Chef selection of mixed lettuce, cucumbers, orange segments, cherry tomatoes, corn, carrots, jalapeño agave dressing

Crisp Garden Salad

Tossed garden greens, cucumbers, onions, heirloom tomatoes, onions, balsamic dressing

Entrees

(SELECT ONE)

Sofrito Lime Marinated Chicken

Herb roasted fingerling potatoes, asparagus, carrots, corn and tomato relish

\$29 per person

Roasted Tomato Chicken

Grilled chicken, house-made tomato and garlic sauce, saffron risotto, julienne vegetables

\$32 per person

Island Spiced Mahi-mahi

Grilled Mahi-mahi, mango relish, warm quinoa giardiniera

\$34 per person

Honey Garlic Salmon

Pan seared salmon, Parmesan mashed potatoes, charred cauliflower

\$39 per person

Plated Lunch

Healthy Conscious Lunch

Niçoise Salad

Bibb lettuce, cherry tomatoes, Kalamata olives, hardboiled eggs, onions, green beans, potatoes

\$24 per person

Chicken Caesar Salad

Romaine lettuce, grated Parmesan, croutons,
creamy Caesar dressing

\$21 per person

Quinoa Stir-fry

Assorted seasonal vegetables, house-made Asian sauce, grilled chicken

\$23 per person

Add Shrimp \$9 per person

Add Chicken \$7 per person

Our Healthy Conscious Lunch includes dessert, iced tea, freshly brewed coffee, and hot tea.

Desserts

Dulce de leche cake

Chocolate ganache cake

New York style cheesecake

Carrot cake

Grab n' Go Lunch Box

A minimum (one-menu) order of 15 is required. All bagged lunches include guest's choice of assorted sodas or bottled water, fresh fruit, cookie, potato chips, utensil pack, condiments, and a napkin.

Roast Turkey Breast

Premium sliced turkey, American cheese, lettuce, tomato, cornmeal dusted Kaiser roll

\$19.00 each

Deli Style Ham

Sliced ham, Swiss cheese, lettuce, tomato, hoagie roll

\$19.00 each

Grilled Chicken

Grilled chicken breast, mozzarella cheese, lettuce, tomato, onion roll

\$23.00 each

Vegetarian

Balsamic roasted portabella mushroom, Brie cheese, vine ripe tomato, arugula, wheat Kaiser roll

\$21.00 each

"Grab n' Go" Lunches are available when time does not allow for on-site dining. A pickup area will be provided in a central location on your way to an off property activity. A \$150.00 service fee applies when clean-up is required on hotel property. Table service is subject to space availability with \$3.50 per person added.

Receptions

25 piece minimum

Cold Hors d'Oeuvres

Price is per piece

Roasted beef on a focaccia crostini, blue cheese, caramelized onions, chives \$4

Tomato bruschetta, grated Parmesan, basil, balsamic reduction \$3

House-made Mahi-mahi mango ceviche, cilantro \$4

Confit portabella herb crostini, Boursin cheese, chiffonade green onions \$3

Ciliegine mozzarella caprese skewer, balsamic reduction \$4

Hot Hors d'Oeuvres

Price is per piece

Mini crab cake, remoulade sauce \$5

Coconut shrimp, sweet chili sauce \$5

Mini tenderloin Wellington \$5

Chicken satay, honey sriracha sauce \$4

Crab rangoon, sweet chili sauce \$4

Beef empanadas, Caribbean cocktail sauce \$4

Enhancements Selections

Price is per piece

Tuna poke mini wonton taquito \$6

Tempura shrimp, house-made ponzu sauce \$6

Angus slider, brie \$6

Shrimp cocktail \$6

Reception Package 1

Includes choice of three (3) hors d'oeuvres (3 pieces per person), vegetable crudité, avocado ranch dipping sauce

\$17 per person

Reception Package 2

Includes choice of three (3) hors d'oeuvres (3 pieces per person), domestic cheese display

\$19 per person

Carving Stations

Roasted tenderloin of beef, caramelized onions, mushrooms, local beer demi glaze, horseradish cream, assorted rolls

\$310

Southern spice striploin, whole grain mustard, local beer demi glaze, assorted rolls

\$300

Herb roasted turkey, house-made cranberry relish, gravy, assorted rolls

\$280

Roasted pernil, caramelized onions, fried yucca, mojo sauce

\$290

Receptions

25 piece minimum

Enhancements for Reception

Pasta Station \$11

Add \$125 fee for an attendant if it is a live station.

Tortellini, penne pasta, gemili
Alfredo sauce, Bolognese sauce,
pomodoro sauce, lemon butter
Peppers, onions, green peas, carrots, tomatoes,
chicken, broken shrimps

Machu Pichu Fusion Station \$15

Add \$125 fee for an attendant if it is a live station.

Chicken tacu tacu rice
Shredded chicken, onions, carrots,
rocotto peppers, garlic, beans
Tallarin saltado
Linguini pasta, soy base sauce, onions,
peppers, scallions

Traditional Paella Station \$18

Add \$125 fee for an attendant if it is a live station.

Ball Park Station (choose 2) \$11

Add \$125 fee for an attendant if it is a live station.

Hot dogs, red onion sauce, sauerkraut, potato
shoestrings, chili pretzels and salt

Loaded nachos: warm queso, sour cream,
jalapeños, chili, scallions, tomatoes

All About Wings (choose 3) \$17

Thai chili wings, Korean BBQ, Buffalo, jerk,
lemon pepper, sriracha honey, naked

Served with celery, carrots sticks, blue cheese
dressing, ranch dressing

Reception Displays

Domestic Cheese Display

Cheddar, Swiss, pepper jack, orange marmalade,
assorted crackers, toasted herb crostini

\$8 per person

Imported Cheese Display

Cheddar, Swiss, pepper jack, Manchego, blue
cheese, Wensleydale cheese, assorted crackers,
toasted herb crostini, pepper marmalade,
orange marmalade

\$12 per person

International Charcuterie Board

Cheddar, Swiss, Manchego, blue cheese,
Wensleydale cheese, prosciutto, soppressata,
salami, capicola, herb crostini, pepper
marmalade, orange marmalade

\$15 per person

Dinner Buffets

Caribbean Way

Island infused clam chowder

Island green salad, Caribbean dressing, Italian dressing

Taro and quinoa salad: green onions, carrots, onions, cherry tomatoes, lemon vinaigrette

Black bean salad

Tostones: fried green plantains

Arroz con gandules

Grilled jerk chicken

Pork griot, sautéed onions

Coconut tembleque, carrot cake

\$41 per person

Taste of Orlando

Central florida farms salad: mesclun greens, roasted corn, mandarin segments, cherry tomatoes, spiced sunflower seeds, buttermilk avocado dressing

Tomato and avocado salad, lemon dressing

Arroz congri

Fried sweet plantains

Garlic yucca and onions

Grilled St. Louis ribs, mango barbecue sauce

Seared mahi-mahi creole sauce

Ropa vieja: shredded steak

Mojo roasted chicken

Mango cheesecake, Key lime pie

\$49 per person

Dinner Buffets

Veneto Buffet

Pasta salad: grilled vegetables, olives, onions, cucumbers, pesto

Arugula and artichoke salad: shaved Parmesan, onions, cherry tomatoes

Ciliegine and tomato salad: cherry tomatoes, Ciliegine mozzarella, arugula, lemon, oregano, oil, balsamic reduction

Pomodoro penne pasta

Chicken piccata

Lemon butter shrimp gemelli pasta

Cheese tortellini alla vodka

Veal marsala

Vegetable caponata

Garlic bread

Cannoli, tiramisu

\$51 per person

The Parrillada

Elote and chickpea salad:

Corn, tomatoes, avocado, roasted red peppers, onions, chickpeas, parsley, oil, vinegar

Traditional salad:

Iceberg, romaine, croutons, onions, carrots, tomatoes, black olives, avocado dressing

Roasted bone-in chicken, rosemary butter

Mahi-mahi, tomato and corn relish

Grilled skirt steak, chimichurri sauce

Grilled Argentinian chorizo, charred peppers, onions

Caramelized onion rice, parsley

Cauliflower a la plancha, baby carrots

Garlic mashed potatoes

Chocolate ganache cake, cheesecake

\$62 per person

Plated Dinner

All plated dinner includes choice of salad, one dessert, bread service, iced tea, regular coffee, decaffeinated coffee, and tea.

Salads

Super Food Salad

Spinach, romaine lettuce, cucumbers, cherry tomatoes, shredded carrots, quinoa

Caribbean Salad

Mix greens, tomatoes, roasted sweet potatoes, cucumbers, roasted corn, orange segments

House Salads

Mix greens, cherry tomatoes, onions, cucumbers, carrots

Farm Lover Salad

Field greens, heirlooms tomatoes, roasted carrots, avocado, goat cheese crumbles

Dressings

Italian dressing, house white balsamic, ranch dressing, jalapeño agave dressing, avocado ranch dressing

Entrees

Chicken Saltimbocca

Stuffed chicken breast, mozzarella cheese, prosciutto, herb roasted tri-color potatoes, green beans, sherry demi

\$35 per person

Roasted French Cut, Bone-in Chicken

Garlic infused mashed potatoes, curry scented carrots, roasted asparagus

\$46 per person

Pan Seared Grouper

Fennel tomato slaw, creamy parmesan polenta, charbroiled asparagus

\$51 per person

Plated Dinner

Grilled New York Steak

Herb roasted fingerling potatoes, fried leeks, malt vinegar demi

\$55 per person

Duo Plates

Southern Infused Chicken & Shrimp

Cheddar grits, chicken jus, bacon, chives, roasted seasonal vegetables

\$51 per person

Drunken Short Rib & Lobster

Parmesan whipped potatoes, local beer demi, fried Brussel sprouts

\$62 per person

Pan Seared Sirloin & Lobster Tail

Vegetables, potato hash, parsnip puree, bordelaise sauce

\$65 per person

Desserts

Chocolate Ganache Cake

Hazelnut Torte

White Chocolate Raspberry Cheesecake

New York Cheesecake

Red Velvet Cake

Beverage & Bar Selections

Full Open Bar

All prices are per person. Client charged per person. Thirty-five (35) guest minimum charge is required. Includes all cocktails, house wines, domestic and imported beer, soft drinks, and waters. Max open bar is six (6) hours.

House Brands

First hour.....\$16.00
Each additional hour\$6.00

Name Brands

First hour.....\$17.00
Each additional hour\$7.00

Top Shelf / Premium Brands

First hour.....\$18.00
Each additional hour\$8.00

Beer, Wine, Soda Bar

All prices are per person. Client charged per person. Thirty-five (35) guest minimum charge is required. Includes all mixers, soda, and waters. Max open bar is 6 hours.

First hour.....\$11.00
Each additional hour\$5.00

Soda Plan

All prices are per person.

First hour.....\$5.00
Each additional consecutive hour\$2.50

Cash Bar

\$500 minimum purchase required. Client would pay the difference if not met. Includes all mixers, soda, and waters. Max open bar is six (6) hours.

BARTENDERS FEES FOR THE CASH BAR

First two (2) hours at \$125.00 each. Additional hours, per bartender, at \$35.00 each. Bartenders scheduled: one (1) per seventy-five (75) guests for cash bars. Additional bartenders subject to bartender fee.

CASH BAR

Per drink, inclusive pricing.

House brands.....\$6.50ea.
Call brands.....\$7.50ea.
Deluxe brands.....\$8.50ea.
Premium brands.....\$9.75ea.
House wine.....\$6.00ea.
Beringer Premium wine.....\$7.75ea.
Domestic Beer – Budweiser, Bud Light.....\$6.00ea.
Micro Brew – Alligator Drool.....\$7.50ea.
Imported Beer - Heineken.....\$7.50ea.
Soft Drinks.....\$3.00ea.
Mineral & Sparkling Water.....\$3.50ea.

Beverage & Bar Selections

Spirits by the Bottle

Whisky (Blended)	
Call – Canadian Club	\$125
Deluxe – Seagram VO	\$145
Premium – Crown Royal	\$165

Scotch	
Call – Dewar's	\$125
Deluxe – Johnnie Walker Black	\$165

Vodka	
Call – Absolut	\$145
Premium – Grey Goose	\$165

Gin	
Call – Tanqueray	\$125
Premium – Bombay	\$145

Bourbon	
Call – Jim Beam	\$125
Deluxe – Jack Daniel's	\$145
Premium – Maker's Mark	\$165

Rum	
Call – Bacardi Silver	\$125
Deluxe – Captain Morgan	\$145

Tequila	
Call – Jose Cuervo Gold.....	\$125
Premium – Patron Silver	\$165

Cordials/Cognacs	
Amaretto di Saronno.....	\$135
Bailey's Irish Cream	\$135
Kahlua	\$135
Hennessy VS	\$165
Grand Marnier	\$165

Initial Bottle bar setup includes appropriate mixer per bottle, glassware, cocktail napkins, fruit garnishes, wine opener, stirrers, and ice. All purchased and/or opened bottles are non-refundable.

Should the total beverage revenue (excluding service charge and tax) exceed \$750.00 per bar, bartender fee is waived for the first two (2) hours. When multiple bars are present, the total beverage revenue is divided by \$750.00 to determine the applicable bartender fees.

General Event Information

All reservations and agreements are made upon the rules and regulations of the Hotel, and are subject to said rules, under the following conditions:

Food and Beverage

Due to liability and legal restrictions, customers, guests or exhibitors may bring no outside food or beverages of any kind into the hotel. Rosen Inn LBV is the only licensed authority to sell and serve liquor for consumption on the premises. Florida Law requires persons to be a minimum of 21 years of age to consume alcoholic beverages. The Rosen Inn LBV reserves the right to refuse alcohol service to anyone.

Food and Beverage Guarantee

Ten (10) working days prior to all Food and Beverage functions, to allow for adequate staffing, the Hotel requires the customer to submit by email or fax an expected number of guests for each scheduled event. The Hotel must receive an attendance guarantee at least 72 hours in advance of the scheduled event (three (3) business days - Monday through Friday by 3:00 p.m.). This guaranteed number is not subject to reduction. If the Hotel does not receive a guarantee by the due date, the expected attendance stated on the Banquet Event Order (BEO) becomes the guarantee. Should the actual number of guests attending the event exceed the guarantee; the customer will be charged for the actual attendance. On plated food and beverage functions, the Hotel will set the room for five percent (5%) over the guarantee with a maximum overset of fifty (50). The Hotel cannot be responsible for identical services to more than 5% over the guarantee.

Catering Fees

A service charge of 22% and 6.5% sales tax are added to all function charges to include food and beverage, meeting room rental, audiovisual, etc. To ensure food quality, Buffet Pricing is based on two (2) hours or less and Refreshment Breaks are based on one (1) hour or less. Additional charges may incur for extending hours of service. Refer to the Hotel's Banquet Menu for minimum attendance requirements, as well as the applicable charges should guaranteed number of guests be less than required minimums.

Taxes

In addition to the charges set forth in the Contract, Customer agrees to pay separately any and all federal, state, municipal, or other taxes imposed on or applicable to the Contract or Banquet Event Order. By law, Florida sales tax (6.5%) is added to the total cost of the function, including service charge.

Room and Rental

Function rooms are assigned according to the anticipated contracted attendance. If there are fluctuations in the number of attendees, room setup or meeting schedules the Hotel reserves the right to accordingly reassign the banquet function rooms. The Hotel reserves the right to charge a service fee for set-up of meeting rooms with extraordinary requirements. Revisions of meeting room setup while on site will require additional labor fees. Meeting room rental charges are subject to 22% service charge and applicable sales tax. The Hotel does not guarantee that event space not outlined on the contractual event agenda will be available.

Length of Service

Customer agrees to begin function promptly at the scheduled time and agrees to vacate the designated function area at the closing hour as indicated on the BEO. Banquet prices are based on specified service hours. Extension of service beyond these parameters will result in additional fees.

Outdoor Functions

All catered food and beverage will be served using non-breakable dinnerware and glassware. Glass beverage containers are prohibited. The decision to move the function indoors due to weather conditions will be made no less than four (4) hours prior to scheduled start time of the function. In all cases, the Hotel reserves the right to make the final decision. A \$2.50 per person service fee will be applied to all outdoor banquet events, except Coffee Services where only existing furniture is utilized.

General Event Information

All reservations and agreements are made upon the rules and regulations of the Hotel, and are subject to said rules, under the following conditions:

Signs, Banners, and Displays

Hotel reserves the right to approve all signage. All signs must be professionally printed. Hotel charges labor fees for hanging of banners and signage. Hotel prohibits the affixation of anything to the walls of the facility or the ceilings without written prior approval.

Conduct of Event

Customer undertakes to conduct the Event in an orderly manner, in full compliance with applicable state and local laws, ordinances, regulations, and Hotel rules. Customer assumes full responsibility for the conduct of all persons in attendance and for any damage done to any part of the Hotel premises during any such time premises are under control of Customer.

Audiovisual Equipment, Electrical, and Rigging

Function rooms come wired with display capabilities and a sound system. For other audiovisual needs, Presentation Services is the recommended vendor for audiovisual equipment. The exclusive provider of electrical requirements is Edlen Electrical Services, and rigging is

Security

Hotel may require security guards to be provided at the Customer's expense. Security personnel are to coordinate with Hotel's regular security force. Security staff may be arranged directly with the hotel. Non-hotel staff must provide a Certificate of Insurance to the hotel prior to the event. The number of guards will be proportionate to the size and nature of the Event as determined by the Rosen Inn LBV. Any personal property of Customer brought onto premises of Hotel shall be at the sole risk of Customer, and Hotel shall not be liable for any loss or damage to any such property for any reason.

Shipping

The Rosen Inn LBV has limited storage facilities for boxed materials, freight, or exhibit materials. Freight may not be stored prior to, during, or after any function. If freight is shipped directly to the Hotel, it must arrive no earlier than the day prior to the Event. The Sales Department must approve shipments prior to delivery. Handling fees will apply. All materials must be removed immediately upon conclusion of event.

Cancellation

Please refer to Contract and/or BEO.