

Wedding Packages



CROWNE PLAZA®
CONCORD WALNUT CREEK

Silver Buffet Package | 55

Salads

Baby Hearts of Romaine Creamy Caesar Dressing,
Garlic Crostini, Asiago Cheese
Vine Ripe Tomato and Cucumber Salad Fresh Moz-
zarella, Balsamic Vinegar, Extra Virgin Olive Oil

Mains

Roasted Airline Creamy Marsala Mushroom Sauce
Pan Seared Salmon Chardonnay Butter

Roasted Fingerling Potatoes
Seasonal Vegetable

Beverages:

Champagne/Cider Toast
Coffee and Tea Service
One Bartender

Amenities:

Cake Service
Dance Floor and Riser
White Table Cloth and Colored Napkins
Complimentary Glass Vase
Complimentary Executive King Room
Special Room Rate for Courtesy Block

Gold Buffet Package | 65

Hors d'oeuvres

Cheese Board

Assorted Local Cheese Served with Baguette and Crackers

Buffet

Salads

Baby Iceberg Wedge Buttermilk Dressing, Tomato, Bacon, Scallions

Grilled Vegetables Zucchini, Eggplant, Bell Pepper, Feta Cheese, Balsamic Vinaigrette

Mains

Select Three:

Roasted Beef Tri-Tip Caramelized Onions, Bleu Cheese, Balsamic Glaze

Grilled Chicken Breast Rosemary Jus

Seared Salmon Blood Orange Beurre Blanc

Ricotta-Spinach Ravioli Garlic Butter

Mashed Potatoes

Seasonal Vegetables

Beverages:

Champagne/Cider Toast

Iced Tea

Coffee and Tea Service

One Bartender

Two Bottles of House Wine per Table

Amenities:

Cake Service

Dance Floor and Riser

White Table Cloth and Colored Napkins

Complimentary Glass Vase

Complimentary Executive King Room

Special Room Rate for Courtesy Block

Platinum Buffet Package | 75

Hors d'oeuvres

Select Three Passed Hors d'oeuvres

Hot: Santa Fe Chicken Eggroll,
Grilled Beef Yakatori, or Spanakopita

Cold: Roasted Tomato Caprese Bruschetta,
Asparagus Beef Roll, Prosciutto Wrapped Melon

Buffet

Salads

Little Gem Salad Balsamic Vinaigrette, Tomato, Pickled
Red Onions

Vine Ripe Tomato Caprese Fresh Mozzarella, Rocket
Arugula. Extra Virgin Olive Oil

Mains

Select Three:

Roasted Garlic Shrimp Meyer Lemon Beurre Blanc
Beef Tenderloin Steak Black Truffle Au Jus
Roasted Supreme Chicken Mushroom Au Jus
Roasted Tomato Risotto Peas, Crème Fraiche, Asiago
Cheese

Idaho Mashed Potatoes
Seasonal Vegetable

Beverages:

Champagne/Cider Toast

Iced Tea

Coffee and Tea Service

One Bartender

Two Bottles of Premium Wine per Table

Amenities:

Cake Service

Dance Floor and Riser

White Table Cloth and Colored Napkins

Complimentary Glass Vase

Complimentary Parlor Suite/King Room

Breakfast for the Bride and Groom

Special Room Rate for Courtesy Block

Sapphire Plated Package | 50

Hors d'oeuvres

Cheese Board

Assorted Local Cheeses Served with Baguette and Crackers

Plated Dinner

Salads

Baby Iceberg Wedge Buttermilk Dressing, Bacon, Scallions,
Bleu Cheese

Main Course Selections

Includes One Entrée and Vegetarian Selection
Served with Chef's Selection of Starch and Vegetable

Grilled Flat Iron Steak Zinfandel Cremini Au Jus
Grilled Chicken Breast Lemon-Thyme Jus
Seared Salmon Carrot Beurre Blanc

Vegetarian Selection
Ricotta –Spinach Ravioli Garlic Beurre Blanc

Beverages:

Champagne/Cider Toast

Iced Tea Coffee and Tea Service

One Bartender

Two Bottles of House Wine per Table

Amenities:

Cake Service

Dance Floor and Riser

White Table Cloth and Colored Napkins

Complimentary Glass Vase

Complimentary Executive King Room

Special Room Rate for Courtesy Block

Diamond Plated Package | 55

Hors d'oeuvres

Select Three Passed Hors d'oeuvres

Hot: Santa Fe Chicken Eggroll, Grilled Beef Yakatori, or Spanakopita

Cold: Roasted Tomato Caprese Bruschetta, Asparagus Beef Roll, or Tuna Poke

Plated Dinner

Salads

Little Gem Salad

Balsamic Vinaigrette, Tomato, Pickled Red Onions

Main Course Selections

Includes Two Entrées and Vegetarian Selection

Served with Chef's Selection of Starch and Vegetable

Grilled New York Red Wine Au Jus

Roasted Chicken Breast Cipollinin Au Jus

Beef Tenderloin Steak & Garlic Shrimp Black Truffle Jus
(Additional \$8 per Guest)

Seared Sea Bass Sherry- Saffron Cream Sauce

Vegetarian Selection

Seasonal Vegetable Risotto

Beverages:

Champagne/Cider Toast

Iced Tea

Coffee and Tea Service

One Bartender

Two Bottles of Premium Wine per Table

Amenities:

Cake Service

Dance Floor and Riser

White Table Cloth and Colored Napkins

Complimentary Glass Vase

Complimentary Parlor Suite/King Room

Breakfast for the Bride and Groom

Special Room Rate for Courtesy Block

Cocktails

Bartender Fee of \$100 per additional bar
Select one; Well Brands, Call Brands, or Top Shelf

Well Brands | 6

Vodka ~ Smirnoff
Gin ~ Beefeater
Rum ~ Cruzan
Tequila ~ Sauza Blue
Bourbon ~ Jim Beam
Scotch ~ Grant
Brandy ~ E & J

Top Shelf | 8

Vodka ~ Grey Goose
Gin ~ Bombay Sapphire
Rum ~ Sailor Jerry
Tequila ~ Patron Silver
Whiskey ~ Gentleman Jack
Whiskey ~ Crown Royal
Bourbon ~ Woodford
Scotch ~ Johnny Walker Black
Cognac ~ Remy Martin VSOP
Cordials ~ Grand Marnier, Amaretto

Call Brands | 8

Includes Two Entrées and Vegetarian Selection

Vodka ~ Absolute
Gin ~ Tanqueray
Rum ~ Bacardi
Tequila ~ Cuervo Gold
Whiskey ~ Jack Daniel's
Bourbon ~ Maker's Mark
Scotch ~ Chivas Regal
Cognac ~ Couvoisier VS
Cordials ~ Baileys, Kahlua

Domestic Beer | 4

Budweiser, Bud Light

Imported/Craft Beer | 5

(Choice of Two)
Corona, Heineken
Sierra Nevada Pale Ale
Sam Adams Boston Lager
Blue Moon

Wines by the Bottle

All Bars Have Soft Drinks,
Juices & Mineral Waters
Above Prices Are For Cash Bars
Prices Subject To Change Without Notice

Red

A by Acacia \$27
Chateau St. Jean Merlot \$24
Beringers Founders Estate Cabernet \$22
Clos Du Bois Cabernet \$28
Kendall-Jackson Vintners Reserve Cabernet \$32

White

Beringer Pinot Grigio \$20
Robert Mondavi Private Selection
Chardonnay \$28
Wente Vineyards "Morning Fog"
Chardonnay \$30

Beverage Packages

Bartender Fee of \$100 per additional bar

Soft Drink, Mineral Water and Lemonade

One Hour \$4
Two Hours \$8
Three Hours \$10
Four Hours \$12

Beer, Wine & Soft Drink

One Hour \$10
Two Hours \$20
Three Hours \$30

Well Brands

One Hour \$12
Two Hours \$18
Three Hours \$24

Call Brands

One Hour \$14
Two Hours \$21
Three Hours \$28
Cordials ~ Baileys, Kahlua

Top Shelf

One Hour \$16
Two Hours \$24
Three Hours \$32

All Bars Have Soft Drinks, Juices & Mineral Waters

All Hosted Package Prices Are Per Guest and do not include Service Charge or Tax.

Please Note: Your Catering Representative can consult with you on specific brands. Please inquire on availability & price.

Deposit: A non-refundable deposit is required in order to secure your catering event as a definite commitment and will be applied towards your final bill at full value.

Cancellation: In the event of cancellation for any reason, all deposits and payments are non-refundable; a cancellation fee may also apply. The hotel reserves the right to negotiate a reasonable re-booking window, and will consider all circumstances on natural disaster or act of god.

All cancellations must be submitted in writing to the Catering Office.

Guarantees: The attendance must be specified 3 Business days in advance. Otherwise, the expected attendance listed on the contract will become the guarantee. Sunday and Monday guarantees must be received by noon the preceding Thursday. The Hotel will be prepared to serve 5% above the guarantee.

Prices and Labor Fees: All prices are guaranteed for 90 days prior to the function. Any function booked beyond 90 days may be subject to price changes without notice, based on prevailing market costs. Prices quoted do not include current service charge and sales tax. Tax is computed on the total food, beverage and service charges. All food and beverage prices are subject to 22% service charge and current local sales tax (8.5%).

Space Rental Hours:

Breakfast: 6:00AM - 10:00AM Lunch: 11:00AM - 2:00PM Dinner: 5:00PM - 9:00PM. Receptions are sold starting at 12:00PM - 8:00PM. Maximums on events are 3 hour for Breakfast events, 4 hour for Lunch & Receptions and 6 hour maximum for Dinners. Events are designated by meal period and space rental times. Any event wanting to extend the space rental time or extend past midnight will be subject to a \$500 labor fee and needs to be approved through the Catering Representative. Space booking windows: 6:00AM - 12:00PM, 12:00PM - 6:00PM, 6:00PM - 12:00AM. A minimum of 1 hour is required to turn event space.

Food and Beverage: The Hotel reserves the right to inspect and manage all private parties, meetings, receptions, held on the Hotel premises. All food and beverage must be purchased through the Hotel unless corkage has been arranged through the Catering Department. (\$15.00 per bottle) Client is responsible for delivery of any

wine to designated receiving department no more than three days prior to event. Product will be counted on delivery and corkage will be billed accordingly in advance of event, uncorked wine must be removed upon conclusion of event.

All Federal, State and Local Laws with regard to food and beverage purchases and consumption are strictly adhered to and enforced.

Hotel management will not allow consumption of alcoholic beverages not purchased from the hotel; client will be responsible for all attendees, up to and including terminating contract and event.

Bars, for your safety, are managed within the requirements of local ABC laws, individual guests and events may be cut off and or closed at any time with no notice, last call will be made a minimum of one hour prior to the scheduled end of an event. One bar is included in the Wedding Packages; each additional bar is subject to a \$100.00 Bartender Fee. Hotel suggests one Bartender per 100 guests; Hotel Restaurant Bar will not be utilized for events of 40 guests or more. Hotel allows you to bring your cake in for Special Events and with prior knowledge of your Catering Representative.

Banquet Event Orders will be sent to the client for approval and must be returned with signature no later than 3 business days prior to event.

The Hotel prohibits the removal of food from the Hotel premises.

Children: 12 and under may utilize our children's menu and pricing. Banquet buffets for children under 4 years old are free, 5 to 12 years old are half price of the banquet price. Plated meals are half price of the banquet price, regardless of age. A special meal is available for children.

Room Assignment: Function rooms are assigned based on the number of guests expected. If final guaranteed attendance decreases or increases, hotel reserves the right to change event space to a room suitable for revised number of attendees, with written consent by both parties.

Room Set-Up Charge: All space will incur a minimum set-up fee, based on needs of the client and may or may not be included in the rental cost. The Hotel will assist in directing the best room and set up for your event, a diagram will be provided for comprehensive set up. If, on the day of the event, the engager changes the set up specified on the approved catering contract/diagram, a mini-

mum \$75.00 labor charge will be assessed.

Standard Room Set-Up: Guests will be seated at rounds of 10.

Decoration: The Hotel will not permit the affixing of anything to walls, floor or ceiling of rooms with tacks, staples, tape or any other substance that might leave a mark. Candles are permitted, but client must provide their own holder or base and flame must be contained or fall below edge of glass. Hotel will provide complimentary centerpieces, currently a mirror and hurricane glass with LED candles or LED votive candles.

Any signs provided by our guests must be of professional quality and have management approval prior to placement.

Use of birdseed, rice or confetti is not permitted.

Music and Entertainment: Hotel Management reserves the right to modify volume levels of your group should it affect other hotel guests or groups up to and including closing an event down if modification does not meet hotel expectations. A decibel meter will be used to determine appropriate sound levels and violations of policy. Excess of 80 decibels in the Atrium will not be permitted at any time. All events held in Atrium have a 10:00PM moratorium on amplified sound of any kind on Friday & Saturday nights and 9:00PM Sunday through Thursday nights. No event in Atrium space extends past 11:00PM.

FOG and/or SMOKE MACHINES ARE NOT PERMITTED.

Audio/Visual: The Hotel is in contract with a well trained and comprehensive Audio Visual Company; all AV equipment needs will be managed and coordinated by AVMS. Please communicate with your Catering Representative for contact information and pricing.

Linen: Our Standard Hotel linen is White or Black. A variety of additional napkin colors are available at no additional charge. For any other custom colors or for floor length linen, please ask your Catering Representative for color selections and pricing, we aspire to create the vision of your event and have many vendors/options to choose from.

Trade Shows: A limited number of 6'x30" and 8'x30" tables are available for Trade or Vendor Shows. Each table will have 2 Chairs and one table cloth. Please check with your Catering Representative for information and pricing if you require skirting, floor length linen or more than 10 tables.

All outside Vendors: It is the policy of this Hotel to discourage Hotel patrons from purchasing food from sources other than the Hotel. Improper handling of food may lead to food poisoning and other health hazards. However, the hotel recognizes that for religious, or other special reasons a Hotel patron may have it be necessary to permit such purchase, preparation and service. In the event that a patron insists on purchasing, preparing and serving food by other than hotel employees, the Hotel may allow such service only if patron and caterer acknowledge to accept the responsibility and abide by the terms set in the Outside Catering Procedures and provide a copy of valid business license and Indemnity insurance policy of one million dollars (\$1,000,000.00)

Shipping and Receiving: When shipping boxes or materials in advance of your meeting, please list the name of your group, the function date and your Hotel Contact on each box of the shipment. Advance notice of shipments should be given to your Catering Representative.

This will ensure the proper storage and placement of your materials in the meeting rooms. The hotel cannot accept C.O.D. shipments. Due to limited storage space, materials should arrive not more than 3 business days prior to your meeting and only packages less than 75 pounds will be accepted by the hotel. All other packages must be stored and handled by a drayage company. A shipping request must be filled out for return shipment of materials or arrangements for pick-up of materials must be made by the customer prior to departure. Deliveries of more than 5 boxes for any one group will incur a handling fee of \$5.00 per package per move (for standard size boxes). Oversize boxes/cartons are charged at \$10.00 per box per move. Please note the hotel has a ground level receiving dock and does not provide forklifts for pallet deliveries. Pallet deliveries will be charged at \$50 dollars per pallet. Client is required to pre-negotiate rate and rent space for secured storage of any pallets.

Damage and Loss: The Hotel will not assume any responsibility for the damage or loss of any articles left in the Hotel prior to, during, or after your function. The Client agrees to be responsible for any damages done to the premises during the period of time the meeting/banquet rooms are under their control or under the control of any independent contractors hired by the client.

Security: For your safety as well as the safety of other guests, the hotel may require at any time that bonded security personnel be arranged by the hotel and paid for by the client. Circumstances include but are not limited to: When valuable exhibits, props, merchandise or electronic equipment are displayed or held overnight in the hotel, or if hotel determines there is a potential risk of hotel or event guest safety liability. Should the Hotel or the Client be required to enforce the terms of these policies and procedures, reasonable costs (including attorney's fees) are recoverable.

