



**Sheraton®**  
MINNEAPOLIS WEST HOTEL



# Eat, Drink and be Married

Host your wedding at Sheraton Minneapolis West Hotel enjoy the following complimentary items:

- Use of our ballroom (with a food and beverage minimum)
- Tuscan swirl tables
- Regal, elevated, or sweetheart head table
- Candlelight centerpieces
- Gift room
- Greeting table, high top tables, cake table, appetizer and beverage stations
- Staging for head table, DJ table, and parquet dance floor
- Evening coffee and ice water station
- Wireless microphone for wedding speeches
- Guest parking
- Wedding suite, including breakfast for two, is provided for receptions of 50 or more guests
- Courtesy sleeping room block for your family and friends
- Day-after gift opening or farewell breakfast room
- First year anniversary overnight guest room gift certificate
- Set up of greeting table, head table, & cake tables
- Wedding cake cutting and serving to Your Guests
- Wedding food tasting
- Professional event planning by Sheraton Wedding Specialist
- Coordination of outside vendors and deliveries



The following enhancements are also available for your reception experience:

- Wedding Ceremony Site
- Ceiling and/or Head Table Draping
- Chair Covers with Sash
- Servers for Butler Passed Items
- Champagne Toast
- Ice Sculpture

### Hors d'oeuvres - Chilled

All selections priced per 50 guests

- |                           |       |   |       |
|---------------------------|-------|---|-------|
| · Jumbo shrimp            | \$210 | · Roast beef pinwheels with horseradish         | \$145 |
| · Salami coronets         | \$135 | · Fresh fruit kabobs                            | \$135 |
| · Blacken Chicken Canapé  | \$135 | · Caprese Skewers                               | \$145 |
| · Bleu cheese grapes      | \$125 | · Smoked salmon pinwheels                       | \$145 |
| · Tomato-basil bruschetta | \$135 | · Provence Canapé, goat cheese, fig jam, tomato | \$135 |
| · Prosciutto and fruit    | \$145 | · Crostini with assorted toppings               | \$135 |

### Hors d'oeuvres Displays - Chilled

All selections priced per 50 guests

- |   |       |   |       |
|---|-------|---|-------|
| · International and Domestic Cheese Board   | \$275 | · Crudités with Assorted Dips   | \$250 |
| Domestic and imported cheese display, served with assorted crackers                           |       | Fresh bite-size raw vegetables and relishes, served with dill and bleu cheese dips                      |       |
| · Sliced Fresh Seasonal Fruit Display   | \$225 | · Marinated Vegetables  | \$250 |
| An assortment of fresh fruits and berries   |       | Marinated braised vegetables served with parmesan peppercorn dip  |       |
| · Poached Salmon Display  | \$325 | · Chilled Roasted Sterling Silver Tenderloin  | \$325 |
| Displayed with olives, capers, red onion, hard-boiled egg and cucumber                        |       | Thinly sliced and served with crusty French bread, wild mushroom, horseradish, and stone-ground mustard |       |
| · Smoked Salmon Display   | \$250 |   |       |
| Displayed with cucumber, tomatoes, olives, capers, eggs, cream cheese, and cocktail rye bread |       |   |       |



## Hors D'oeuvres – Hot

All selections priced per 50 guests

· Teriyaki Chicken Satay	\$145	· Sesame Chicken Fingers with Honey-Dijon Sauce	\$165
· Pork Egg Rolls with Hot Mustard and Sweet & Sour Sauces	\$140	· Bacon wrapped Water Chestnuts	\$140
· Meatballs Marinara	\$140	· Jalapeno Poppers	\$140
· Breaded Chicken Drumettes with Sauce	\$165	· Spanakopita	\$150
· Teriyaki Beef Brochettes	\$165	· Parmesan-Breaded Artichoke Hearts	\$145
· Stuffed Potato Skins	\$140	· Thai Chicken Satays	\$165
· Walleye Fingers	\$165	· Vegetable Empanada	\$145
· Thai Coconut Breaded Shrimp	\$165	· Penang Shrimp with Dipping Sauce	\$165
· Bacon Wrapped Scallops	\$165	· Buffalo Chicken Bites	\$140
· Stuffed Mushrooms, choice of Sausage or Florentine	\$140	· Spinach-Artichoke Dip	\$140
· Crab Rangoon	\$145	· Mini Steak Sliders	\$165
· Mini Maryland Crab Cakes	\$165	· Mini Burger Sliders	\$135
· Bacon wrapped Jalapeno Chicken	\$135	· Cream Cheese Wontons	\$140
		· Mini Hot Dogs & Buns	\$165



## Hors d'oeuvres Stations

Self-serve or with attendant & all prices per person

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>· Pasta Station <span style="float: right;">\$15</span><br/>Two Pastas and Two Vegetables, served with Alfredo, Marinara, Garlic Olive Oil and Meat Sauces. Add cubed Chicken or Shrimp to the Pasta Station for \$3 per Person</li> <li>· Mashed Potato Station <span style="float: right;">\$13</span><br/>Toppings include, Chives, Sour Cream, Cheddar Jack Cheese, Tomatoes, Onions, and Bacon Bits</li> <li>· Taco Station <span style="float: right;">\$16</span><br/>Soft and hard Taco Shells, Taco Meat Sauce, Lettuce, Sour Cream, Tomatoes, Onions, and Shredded Cheese</li> </ul> | <ul style="list-style-type: none"> <li>· Asian Stir Fry Station <span style="float: right;">\$16</span><br/>A variety of Asian-style Vegetables, Chicken, Beef, Teriyaki and Szechuan Sauces and Rice</li> <li>· Build Your Own Nachos <span style="float: right;">\$16</span><br/>Pico de Gallo, Guacamole, Jalapenos, Chicken, Taco Meat, Black Beans, Tortilla Chips, and Chipotle Cheese Sauce</li> <li>· Build Your Own Antipasto <span style="float: right;">\$16</span><br/>Assorted Salamis, Grape Tomatoes, Asparagus, Olives, Cheeses, Artichokes, Tortellini, Sun Dried Tomatoes, Flavored Oils, and Gremolata</li> </ul> |
|---|--|

## The Carving Station with Chef Attendant (\$100 per attendant per hour)

Served with silver dollar buns and condiments

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>· Honey Baked Ham - serves 50 people <span style="float: right;">\$225</span></li> <li>· Flank Steak - serves 50 people <span style="float: right;">\$225</span></li> <li>· Beef Tenderloin - serves 30 people <span style="float: right;">\$325</span></li> </ul> | <ul style="list-style-type: none"> <li>· Roast Turkey Breast - serves 50 people <span style="float: right;">\$175</span></li> <li>· Roast Prime Rib - serves 50 people <span style="float: right;">\$275</span></li> </ul> |
|---|--|



## Plated Dinners

Plated meals include salad, choice of potato or rice, a vegetable, fresh rolls with creamy butter, freshly brewed Starbucks coffee and assorted Tazo teas, and your wedding cake for dessert.

- |   |      |  |      |
|---|------|--|------|
| · Bistro Steak  | \$34 | · Traditional Roast Turkey   | \$33 |
| 6 oz. Eagle Ridge Chuck Tender, seared and topped with a Burgundy Wine Demi-Glace   |      | Sliced roasted Breast of Turkey, served with Sage Dressing and Cranberry Relish                |      |
| · Combo:  |      | · Roast Pork Loin  | \$34 |
| With Tiger Prawns (2)   | \$43 | Sliced roast Pork Loin with Granny Smith Apple-Brandy Demi-Glace                               |      |
| With Chicken Breast and Sauce   | \$40 | · Panko-crusted or Pan Fried Walleye   | \$36 |
| With Panko-Crusted or Pan Fried Walleye   | \$40 | Canadian Walleye encrusted with Japanese-style Breadcrumbs, served with Lemon and Tartar Sauce |      |
| · Prime Rib of Beef   | \$37 | · Prawns Scampi Style  | \$40 |
| Roasted to perfection, served with Au Jus and Drambuie Horseradish Cream Sauce  |      | Five oven-broiled Jumbo Prawns, served with a Garlic Butter Sauce                              |      |
| · Roasted NY Strip Loin   | \$38 | · Cajun Blackened Salmon   | \$33 |
| Slow-roasted choice Beef Strip Loin, with Arizona Chili Butter  |      | Red Pepper Cream   |      |
| · Chicken Breast Supreme  | \$31 | <b>VEGETARIAN OPTIONS</b>  |      |
| Sautéed Chicken Breast, served with your choice of Mushroom Supreme, Marsala, Dijon-Sherry Cream or Pomodoro Sauce (choose one sauce) |      | · Vegetable Pasta  | \$29 |
| · Asiago Chicken  | \$33 | Choice of Marinara, Alfredo or Garlic Olive Oil  |      |
| Oven-roasted Chicken Breast stuffed with Asiago, Ricotta Cheese and Capicola Ham, served with a Roasted Garlic Béchamel Sauce         |      | · Grilled Vegetable Ravioli  | \$29 |
| · Chicken Bruschetta  | \$33 | Seasonal grilled Vegetables served with roasted Fingerling Potatoes and Balsamic Reduction     |      |
| Herb crusted sautéed Chicken Breast served with Tomato Basil Relish   |      | · Portabella Mushroom Ravioli  | \$29 |
|   |      | Mushroom-filled Ravioli with Spinach and a Garlic Cream Sauce                                  |      |



## Plated Accompaniments

### • SALAD (CHOOSE ONE)

- Summer Berry: Mixed greens with variety of Berries, Red Onion, Candied Pecans Dressed with Raspberry-Balsamic Vinaigrette
- Marinated Vegetable and Pasta
- Classic Waldorf
- Caesar, served with Garlic Croutons
- Pepper Cream: Mixed greens, Tomato, Black Olives and Artichokes Dressed with Parmesan Pepper Cream

### • POTATO AND RICE (CHOOSE ONE)

- Roasted Rosemary New Potatoes
- Parmesan Roasted New Potatoes
- Roasted Fingerling Potatoes
- Yukon Gold Mashed Potatoes with Crème Fraiche
- Blended Wild and White Rice Pilaf

### • VEGETABLES (CHOOSE ONE)

- Caramelized Brussel Sprouts (seasonal)
- Broccoli Florets
- Green Beans and Baby Carrots
- Broiled Asparagus
- Baby Green-top Carrot (plated meals only)
- Roasted Root Vegetable Blend

### • CHILDREN'S MEAL (AGES 3-10) \$16

- Chicken Fingers served with Fruit Cup, Tator Tots and Milk
- Mini Corn Dogs served with Fruit Cup, Tator Tots and Milk

## Dinner Buffet

Dinner buffets include your choice of two salads, potato or rice, a vegetable fresh rolls with creamy butter, freshly brewed Starbucks coffee and assorted Tazo Teas and your wedding cake for dessert.

### • SALAD (CHOOSE TWO)

- Summer Berry: Mixed greens with variety of Berries, Red Onion, Candied Pecans and Dressed with a Raspberry-Balsamic Vinaigrette
- Marinated Vegetable and Pasta
- Classic Waldorf
- Caesar, served with Garlic Croutons
- Pepper Cream: Mixed greens, Tomato, Black Olives and Artichokes and Dressed with Parmesan Pepper Cream

### • ENTREES

- |               |      |
|---------------|------|
| One Entrée    | \$33 |
| Two Entrées   | \$35 |
| Three Entrées | \$38 |
- Peppered Beef Tenderloin Tips with Portobello Mushroom Demi-Glace
  - Sautéed Chicken Breast with one sauce: Mushroom Supreme, Marsala, Dijon-Sherry Cream, or Teriyaki Glaze
  - Tortilla crusted Tilapia with Mango Salsa
  - Roast Pork with Apricot Brandy Sauce
  - Herb-crusted Chicken Bruschetta
  - Sautéed Walleye with Lemon-Caper Aioli
  - Blacken Salmon with Red Pepper Cream Sauce
  - Sliced Flank Steak in Burgundy Mushroom Sauce
  - Pasta Primavera with Marinara
  - Asian-style Beef Tips with Vegetables
  - Lime Pepper Mahi Mahi with Teriyaki Glaze and Shitake Mushrooms
  - Portabella Mushroom Ravioli with Garlic Cream Sauce
  - Prime Rib with Carver (\$100 carver fee)

### • POTATO AND RICE (CHOOSE ONE)

- Roasted Rosemary New Potatoes
- Parmesan Roasted New Potatoes
- Roasted Fingerling Potatoes
- Yukon Gold Mashed Potatoes with Crème Fraiche
- Blended Wild and White Rice Pilaf

### • VEGETABLES (CHOOSE ONE)

- Caramelized Brussel Sprouts (seasonal)
- Broccoli Florets
- Green Beans and Baby Carrots
- Broiled Asparagus
- Roasted Root Vegetable Blend

### • CHILDREN'S MEAL (AGES 3-10)

\$16

- Chicken Fingers served with Fruit Cup, Tator Tots and Milk
- Mini Corn Dogs served with Fruit Cup, Tator Tots and Milk

## Late Night Snacks

Assortment of Petite and Mini Croissant Sandwiches - Serves 50	\$150
16" Freschetta (square cut)	\$25 each
· Cheese	
· Vegetable	
· Sausage	
· Pepperoni	
Tortilla Chips, Salsa and Guacamole	\$28 per Pound
Mini Steak Sliders & Waffle Fries – per 50	\$225
Mini Hot Dogs & Waffle Fries – per 50	\$200
Chicken Nuggets & Waffle Fries – per 50	\$200
Ham, Egg, Cheese Croissants & Tator Tots	\$200
Gourmet Chocolate Chip Cookie & Shot of Milk	\$3.50 per Person
Chocolate-dipped strawberries	\$36 per Dozen
Assorted mini desserts	\$40 per Dozen
Dry snacks (20-25 guests per lb.)	\$24 per Pound
· Kettle Chips and Dip	
· Popcorn	
· Salty Nuts	
· Pretzels	
· Spicy Snack Mix	
Dessert Station	\$13 per Person
· Includes a selection of assorted Mini Pastries, Cheesecakes, Tarts and Cakes	

## The Morning After

All Breakfasts served with Juice and Starbucks® Coffee, Tea or Milk

### BREAKFAST BUFFET OPTIONS

Brunch	\$27
· Omelet station with attendant, Waffles, Cherry Strata, Quiche, crisp Bacon, Canadian Bacon, Sausage, Fruit Skewers, Breakfast Breads and Assorted Bars	
· Add Bloody Mary Bar or Mimosas	
Traditional Comfort (Minimum 25 people)	\$19
· Fluffy Scrambled Eggs with Cheddar Cheese, Breakfast Potatoes, Bacon, Sausage Links, sliced Seasonal Fruit, Served with basket of Fresh Baked Breakfast Breads and Pastries	
Continental Breakfast	\$16
· Assorted Fruit Breads, Breakfast Pastries and Muffins, sliced Fresh Fruits and Berries	
· Chef-prepared omelet station - Add \$8 per Person	
· Plus attendant fee of \$100 per Hour	

### PLATED BREAKFAST OPTIONS

Traditional Eye – Opener	\$16
· Fluffy Scrambled Eggs, Breakfast Potatoes, Choice of crisp Bacon or Sausage, Served with Fresh Baked Muffins and Fruit Garnish	
Cinnamon French Toast	\$13
· Freshly grilled Cinnamon Swirl French Toast with Warm Maple Syrup, Choice of crisp Bacon, smoky Ham or Sausage Links, Served with Fruit Garnish	
Country Quiche	\$15
· A medley of fresh Vegetables, diced Ham and Swiss Cheese baked into a fluffy Scrambled Egg Quiche, Served with sliced Fresh Fruit and Breakfast Potatoes	
Steak & Eggs	\$23
· Bistro Steak and fresh Scrambled Eggs, Served with rustic O'Brien Potatoes	



## A La Carte Items

Bakery Delectables	\$38 per dozen
· Muffins	
· Croissants	
· Bagels with cream cheese	
· Nut breads	
· Danish pastries	
Brownies & cookies	\$34 per Dozen
Assorted mini desserts	\$42 per Dozen
Assorted Yoplait yogurts	\$4 each
Fresh fruit and berry kabob	\$3 each
Whole fruit	\$3 each

## Beverages

Regular and decaffeinated coffee - STARBUCKS®	\$58 per Gallon
Assorted Regular & Herbal Tazo® Tea's	\$3 each
Hot Apple Cider, Hot Chocolate & Hot Tea	\$48 per Gallon
Fresh Brewed Unsweetened Iced Tea	\$36 per Gallon
Flavored Iced Tea's: Strawberry	\$38 per Gallon
Lemonade	\$36 per Gallon
Flavored Lemonade: Strawberry	\$38 per Gallon
Fruit & Vegetable Juices - Tomato, V8, Orange, Grapefruit	\$4 each
Wedding Fruit Punch (No Alcohol)	\$42 per Gallon
Assorted sodas and waters	\$3.50 each
Pitcher of Soda (1/2 Gallon)	\$17 each
Red Bull	\$5 each

# Bar Service

## LIQUOR SELECTION

### Familiar

Smirnoff, Beefeater, Johnnie Walker Red, Seagrams VO, Cruzan, Sauza Gold, Jim Beam, Canadian Club, Captain Morgan

### Appreciated

Absolut, Tanqueray, Johnnie Walker Black, Crown Royal, Maker's Mark, Bacardi Silver, Sauza Silver, Jack Daniels, Hennessey VS

### Premium

Grey Goose, Ketel One, Chivas Regal, Myer's Dark, Cuervo 1800, Courvoisier VS

### Beer

Heineken, Heineken Light, Budweiser, Bud Light, Corona, Corona Light, Blue Moon, Summit, Samuel Adams,

### NA Beer

St. Pauli Girl & O'Doul's Amber

### House Wine

C. K. Mondovi: Pinot Grigio, Chardonnay, Merlot, Cabernet Sauvignon

## HOSTED BAR (Per Drink)

Familiar Brands	\$6
Appreciated Brands	\$7
Deluxe Brands	\$9
Domestic Beer	\$5.50
Import Beer	\$6++
House Wine	\$7++

## CASH BAR (Per Drink)

Familiar Brands	\$7
Appreciated Brands	\$8
Deluxe Brands	\$10
Domestic Beer	\$6
Import Beer	\$7
House Wine	\$8

Cordials	\$10
Grand Marnier, Frangelico, Bailey's, Amaretto di Saronno	
Champagne Toast	\$7.50 ++
Strawberry Champagne Toast	\$8 ++

Specialty Drinks - Familiar	\$11
Specialty Drinks - Appreciated	\$12
Specialty Drinks - Deluxe	\$13

## \$4 Surcharge for On the Rocks & Old-Fashioned Drinks - Martinis, Gimlets, etc. Bottled Water/Soda

Soft Drinks	\$3	Soft Drinks	\$4
Juices	\$3	Juices	\$4
Bottled Water	\$3	Bottled Water/Soda	\$4

## SPARKLING WINE

Michelle by Domaine Ste. Michelle, Brut, Columbia Valley, WA, NV	\$32`
Chandon, Brut, "Classic", CA, NV	\$75

## SWEET WHITE & BLUSH WINE

CK Mondavi Vineyards, White Zinfandel, CA, 2011	\$30
Seven Daughters, Moscato, Veneto, Italy NV	\$36
Chateau Ste. Michelle, Reisling, Columbia Valley, WA, 2013, NV	\$38

## LIGHT INTENSITY WHITE WINE

CK Mondovi Vineyards, Pinot Grigio, "Willow Springs", CA, 2009	\$30
Stellina di Notte, Pinot Grigio, delle Venezie, Italy	\$34
Estancia, Pinot Grigio, CA	\$38
Santa Margherita, Pinot Grigio, Alto Adige, Italy, 2012	\$82

## MEDIUM INTENSITY WHITE WINE

CK Mondovi Vineyards, Chardonnay, "Willow Springs", CA, 1012	\$30
The Monterey Vineyard, Chardonnay, Arroyo Seco, CA	\$36
Joel Gott, Sauvignon Blanc, CA	\$40
New Harbor, Sauvignon Blanc, Marlborough, New Zealand	\$47
Columbia Crest, Chardonnay, "H3", Horse Heaven Hills, WA, 2012	\$56
Napa Cellars, Chardonnay, Napa Valley, CA, 2013	\$56
Ferrari-Carano, Sauvignon Blanc, Sonoma County, CA, 2012	\$56
Franciscan Estate, White Blend, "Equilibrium", Napa Valley, CA	\$70
Sonoma Cutrer, Chardonnay, "The Cutrer", Russian River Valley, CA, 2013	\$88
Nickel & Nickel, Chardonnay, "Truchard Vineyard", Napa Valley Carneros, CA 2012	\$140

## LIGHT INTENSITY RED WINE

CK Mondovi Vineyards, Merlot, "Wildcreek Canyon", CA, 2012	\$30
The Dreaming Tree, RED, "Crush", North Coast, CA, 2013	\$50
A by Acacia, Pinot Noir, CA	\$58
Erath Vineyards, Pinot Noir, OR, 2013	\$60
Meiomi, Pinot Noir, Monterey-Santa Barbara-Sonoma Counties, CA	\$68

## MEDIUM INTENSITY RED WINE

Penfolds, Shiraz, "Koonunga Hill", South Eastern Australia	\$48
Tangle Oaks, Merlot, "Lot #12", Napa Valley, CA, 2011	\$48
Seven Falls, Merlot, Wahluke Slope, WA, 2011	\$56
Folie a Duex, Merlot, Sonoma County, CA, 2012	\$58

## BOLD INTENSITY RED WINE

CK Mondovi Vineyards, Cabernet Sauvignon, "Wildcreek Canyon", California, 2012	\$30
Dynamite Vineyards, Cabernet Sauvignon, North Coast, CA, 2012	\$40
Josh Cellars, Cabernet Sauvignon, CA, 2013	\$47
Dona Paula, Malbec, Mendoza, Argentina, 2012	\$49
Chateau St. Jean, Cabernet Sauvignon, CA, 2013	\$52
The Federalist, Zinfandel, Dry Creek Valley, CA, 2013	\$86

## PORT & SHERRY (PLEASE INQUIRE FOR PRICING)

Emilio Lustau, Jerez, Reserva, Amontillado Sherry, "Solera Los Arcos", Andalucia, Spain, NV	
Cockburn, Porto, Tawney Port, "10 Year old", Douro, Portugal, NV	

## Specialty Bar

### CALIFORNIA WINE BAR

Taste from smooth floral to crispy White:

Riesling

Sauvignon Blanc

Pinot Grigio

Chardonnay

Sip on the Reds from a lighter note to more robust:

Pinot Noir

Merlot

Shiraz

Cabernet Sauvignon

### MARTINI BAR

Traditional and Contemporary Martini's to include:

Manhattan

Cosmopolitan

Green Apple

Pomegranate

### HOLA SANGRIA

White Peach or Blood Orange Sangria

CREATE YOUR OWN "COUPLES SIGNATURE DRINK"



## Event Policies

**CATERING** - All food and beverage items must be purchased from the Sheraton Minneapolis West. The client is responsible for providing color-coded place cards to identify the entrée choice of each guest. Custom menus for special occasions are available upon request.

**FOOD AND BEVERAGE MINIMUMS** - Rental or Room Charges are based on the square footage of room for intended use. Therefore, different rooms carry different Food and Beverage minimums. When the Food and Beverage minimum is met or exceeded for the determined room rate, the rental fee of that room is waived. Any balance unmet becomes rental. Hosted food and beverage items go towards the minimum. Cash bars are not therefore included.

**ENTRÉE SUBSTITUTIONS** - Substitutions for dietary or religious reasons will be made if the Catering Office is informed at the time of final guarantee. Substitutions added during the day of or at the time of the meal will increase the guarantee accordingly and be charged at least the same per person price as the regular entrée.

**SERVICE CHARGE AND TAX** - Food and beverage prices are subject to 7.275% state tax (food) and 9.775% state tax (alcoholic) and a taxable service charge of 24%. All Audiovisual and Room Rentals are also subject to the service charge and tax.

**GUARANTEE** - A guaranteed number of guests is required 5 days prior to the scheduled start of the event. After that time, the hotel will only accept increases to the guarantee and will charge accordingly. It is the responsibility of the client to notify the Catering Department of the final minimum guarantee. If no guarantee is given, the Sheraton Minneapolis West will charge for the original estimated number of guests or the number served, whichever is greater.

**ALL MENU PRICES AND SERVICE CHARGES ARE SUBJECT TO CHANGE**

**30 DAYS PRIOR TO THE SCHEDULED DATE OF THE EVENT**

**SLEEPING ROOM BLOCK** - A courtesy block of sleeping rooms can be set aside for all social events at a discounted rate for your guests.

**BARTENDERS** - A minimum expenditure of \$400 is necessary for every bar contracted by a function. In the event that liquor sales do not reach \$400, the remaining balance will be charged as a room rental charge which includes a 24% service charge and 7.275%, up to \$400.

**PLEASE NOTE:** ID is required for consumption of alcohol.

**OUTSIDE VENDORS** (DJ, Band, etc.) - A copy of Proof of Insurance will be provided to the Hotel prior to event.

**WEDDING CEREMONIES** - Wedding ceremonies are available for a set-up fee of \$500. Food and beverage minimums will apply for the space used in addition to the fee.

**WEDDING-ANNIVERSARY CAKES** - You may provide the cake for your special event from the vendor of your choice or our catering staff will be happy to assist you in finding a vendor.

**CENTERPIECES and DECORATIONS** - Confetti or glitter on the inside or outside premises is not allowed by the Hotel. If confetti, etc. is used, a cleaning fee may be applied at the discretion of Management.

Placement of escort cards, guest favors and bridal table decorations is included with our Sheraton Weddings. An additional Decorating fee may apply for other special services requested.

**LEFTOVER FOOD** - It is our service policy to display our foods in an elegant, professional culinary manner. It is in that tradition that we support health codes, which prohibit the removal of leftover food from a function. No food or beverage will be permitted to be brought into or taken out of the Hotel by the patron, patron's guests or invitees.

**MEETING AGREEMENT AND CONTRACTS** - Meeting Agreement and Contracts must be issued and returned signed with proper payment guarantee in order for the event to be determined definite. Without the signed contract and form of payment, the Hotel reserves the right to cancel and rebook the space to a third party.

## Deposit/Payment Schedule

\$1,000	Non-refundable deposit with signed contract
25% Estimated revenue	9 months prior to event
25% Estimated revenue	6 months prior to event
25% Estimated revenue	3 months prior to event
100% Remaining balance	5 days prior to event

A Credit Card Authorization is to be on file for any additional charges (i.e. host bar, guests served over guarantee, etc.). Final payments by credit card, cashier's check, or cash will be due 5 days prior.

\*Time line will be adjusted based on booking date.



## Wedding Reception Enhancements

		Quantity	Total	
Full Ballroom Draping (8 Panel)	\$1000			Colors: White, Ivory & Gold
Half Ballroom Draping (4 Panel)	\$800			
Lakeview Draping	\$400			
Colored Draping or Mixing Colors	\$300			
Draping Behind Head Table Only	\$500			No other services
Draping Behind HT with other services	\$250			Ceiling Drape or Chair Covers
1 Section Ceremony Drape	\$250			8-10' Wide
Fabric Column Drop Down	4 Columns \$400			
	6 Columns \$550			
Up Lighting	each \$40			
Full Ballroom	\$800			
Standard Chair Cover	each \$2.50			
With Sash	each \$3.00			
Full Service	each \$2.00			Install/Delivery/Pick-up
Spandex Chair Covers	each \$3.00			
With Sash	\$3.50			
Full Service	each \$2.50			Install/Delivery/Pick-up
Napkins: Colored	each \$1.50			
Chargers	each \$2.00			
Linens: Round-Floor Length	each \$20			132" Tables / 120" for High Tops
Banquet Tables-6'	each \$25			
-8'	each \$28			
Runners: Colored Runners	\$6			Organza or Satin
Damask Runners	\$9			
Sequin Runners	\$20			
Candelabra's - Different Sizes Available				\$40-\$60 Range
Candelstick Colors: White, Gold, Silver				
Cylinder Vases Available in Many Sizes				

All prices are subject to a 24% service charge and all applicable taxes.

Sheraton Minneapolis West

November, 2016