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WELCOME

You are cordially invited to experience the sumptuous culinary fare, exquisite banquet facilities and spacious accommodations of the Christopher Conference Center. Celebrate you wedding day or business event with up to 220 guests in any of our six state-of-the-art facilities. Convenient accommodations for your guests are also available at the Christopher Inn Suites, Quality Inn or Hampton Inn, located nearby.

Our Chefs Work With You To Offer The Tantalizing Culinary Creations That Compliment Your Taste And Event Theme.

Our elegant Waterford menu is sure to make a nice impression with Crusted Atlantic Salmon in a Lemon Thyme Sauce, while our Wexford menu features the home-style comfort food everyone loves. The Shannon menu offers an appealing combination of casual-yet-contemporary choices, such as Slow Roasted Prime Rib of Beef. When the order of the day is an off-premise catering event or business lunch, Christopher Conference Center will exceed your event accommodations. Whether a quick lunch or elegant dinner, all of our artistic creations will have your guests complimenting not only the chef, but your good taste as well.

While The Centerpiece Of Our Catering Is Our Exceptional Food, Our Services Extend To Every Aspect Of Your Event.

BREAKFAST

CLASSIC CONTINENTAL

Assorted Muffins, Danishes and Bagels served with assorted Jellies, Butter and Cream Cheese

All Breakfast buffets include Coffee, Hot Tea, assorted Juices and Water

CLASSIC CONTINENTAL WITH FRESH FRUIT

Assorted Muffins, Bagels and Danishes served with whole Fresh Fruit, Jellies, Cream Cheese and Butter

HEALTHY CONTINENTAL

Assorted Nutri-Grain Bars, Granola Bars, whole Fresh Fruit, Yogurt, assorted Fruit Juices

DANISH AND DOUGHNUTS

Coffee, Hot Tea, Water, assorted Juices with Doughnuts and Danish

FRESH BAGEL PLATTER

Assorted Bagels served with Jellies, Butter and Cream Cheese

EGG STRATA

Baked Egg Casserole layered with choice of Bacon or Ham, Swiss and Cheddar Cheeses, Scallions and diced Peppers served with Home Fries and English Muffins

FRENCH TOAST

Thick French Toast served with Maple Syrup, Powdered Sugar, Whipped Cream, Butter, Blueberry Topping served with Bacon or Sausage

CHRISTOPHER BREAKFAST BUFFET

Baked Egg Strata, French Toast, Home Fries, English Muffins, Breakfast Pastries, Fresh Fruit and choice of two meats, Ham, Bacon or Sausage

BREAKFAST ADD ON

Biscuits and Gravy Fresh Fruit

SNACKS & BREAKS

FLAVORED COFFEE & WATER

Coffee served with flavored Syrups, assorted Hot Teas and Bottled Water with assorted Flavorings.

ALA-MODE BREAK

Sodas and Water with an assorted Fruit Pies and Ice Cream

SNACK ATTACK

Tortilla Chips with fresh Salsa, Potato Chips with Dip, baked Pretzel with Mustard, Mixed Nuts, assorted Sodas and Water

HEALTH BREAK

Bottled Water with Flavor Packs, Nutri-Grain Bars, 100 Calories Snack Packs, Vegetables and Dip

SUNDAE BREAK

Assorted of Ice Cream and Toppings with Coffee and Water

SWEET SENSATION

Assorted Chocolates, Cookies and Brownies with Fruit Punch and Coffee

YOUR SPECIAL OCCASION

Fruit Punch, Coffee, Mints and Nuts (You bring in your special occasion cake)

CONTINENTAL BREAK

Coffee, Water, assorted Juices, Muffins, Danish and Nutri-Grain Bars

BEVERAGES

Coffee per pot
Coffee urn 2 gallon
Iced Tea pitcher
Iced Tea urn 2 gallon
Canned Pepsi Products
Fruit Juices
Bottled Water
with Flavor Packets

SNACKS

Assorted Cookies
Chocolate Brownies
Mixed Nuts
Mints
Potato Chips and Pretzels
100 Calorie Snack Packs
Sweet - Salty Packs
Nutri-Grain Bars

HORS D'OEUVRES

DIPS AND SPREADS

(Pricing per Person)

TOMATO BRUSCHETTA

Display with Balsamic Olive Oil, served with an assortment of sliced Breads

SPINACH ARTICHOKE DIP

With assorted Breads and Tortilla Chips

ASSORTED BREAD BOATS

With Pimento Cheese, Spinach Artichoke and Seafood Trio (Shrimp, Crab, Salmon)

TORTILLA CHIPS

With Cheese Queso and House Made Cilantro Salsa

POTATO CHIPS

With Ranch Dip and Pretzels with Chive Cream Cheese (available by the pound)

DIPPING OILS AND BLENDED SEASONINGS

Virgin Olive and Garlic Oils with a blend of mixed seasonings (Sicilian, Tuscany, Parmesan and Rosa Maria) used to create your own dipping sauce. Served with assorted Toasted Breads

Some Hors D'oeuvres are priced per person to assure a sampling for everyone and to assist in how it is displayed. Others are priced by the piece to give you flexibility and variety.

We recommend our Hors D'oeuvres Buffets if there is an extended period between when guests arrive and when the meal is served, these might also serve the purpose of sustaining guests during the wait.

HOT

(Pricing Per Person)

CHICKEN CORDON BLEU BITES

Mini stuffed Chicken Bites with Canadian Bacon and Swiss Cheese

MARYLAND CRAB CAKES

Homemade petite Maryland Lump Crab Cakes served with our Signature Dipping Sauce

JUMBO CHICKEN WINGS

Choice of BBQ, Teriyaki or Buffalo Sauce

PUFFS EN CROUTE

Beef and Rich Demi Glaze, Chicken and Wild Mushroom Pastries

OLD BAY SKEWERED SHRIMP

Skewers of 5 Shrimp cooked in Old Bay Seasoning and Lemons

FRIED CALAMARI

Fresh Hand Breaded Calamari with hot Homemade Marinara

COCKTAIL MEATBALLS

Italian Marinara or Sweet and Sour

BONELESS CHICKEN BITES

Breaded White Meat Chicken Bites with assorted Dipping Sauces

ASSORTED QUICHES

Petite Lorraine, Spinach and Vegetable

ASSORTED PUFF PASTRIES

Garlic Potato, Beef, Sausage, Cheese and Spinach Flavored Fillings wrapped in a buttery Pastry

EGG ROLLS

Mini Egg Rolls with Chili Ti Sauce

HORS D'OEUVRES

COLD

(pricing per Person)

RAW SEASONAL VEGETABLE DISPLAY

Fresh cut Vegetables with Vegetable Dip

CHEESE CUBES W/ ASSORTED CRACKERS

Cheddar, Hot Pepper and Colby Jack

FRESH SEASONAL FRUIT DISPLAY

Seasonal Melons and Berries with a Fruit Dipping Cream

MEDIUM COCKTAIL SHRIMP

Chilled with Cocktail Sauce

JUMBO COCKTAIL SHRIMP

Extra Large with Cocktail Sauce

ASSORTED CHEESE BALLS AND BLOCKS

With assorted Grapes and Crackers

FRESH MELON BASKET DISPLAY

Fresh assorted Melon Balls and Berries

ANTIPASTO DISPLAY

Thinly sliced Prosciutto and Salami, fresh Mozzarella, marinated Fresh Vegetables, Olives and Sourdough Bread

SALAMI CORNETT DISPLAY

Soft Smoked Cheddar Cheese rolled in Salami

SLICED SMOKED SALMON DISPLAY

Garnished with Lemon Dilled Cream Cheese and minced Red Onions

DELI STYLE SPIRALS

Assorted Deli Meat and Cheeses wrapped in assorted Wraps

ICE SCULPTURES

Our culinary team can arrange some of you Cold Hors D'oeuvres to be displayed on ice molds for an added touch to your function.

Ask for details.

BUFFETS

TRADITIONAL HOME-STYLE

Seasonal Vegetable Tray, Assorted Cheese and Crackers, Melon Basket Display, Chicken Wings or Chicken Bites, Egg Rolls or Calamari, Meatballs or Puff Pastries

CASUAL CONTEMPORARY

Bruschetta Display, Fresh Fruit Display, Assorted Cheese Blocks & Grapes, Deli Style Spirals, Chicken Wings or Bites, Assorted Quiche or Pastries, Egg Rolls or Pop Corn Shrimp, Cordon Bleu Bites or Meatballs

ELEGANT IMPRESSIONS

Dipping Oils and Breads, Fresh Fruit Display Vegetable Tray, Antipasta or Bruschetta Display, Medium Shrimp or Anti Pasta Display, Maryland Crab Cakes or Skewered Shrimp, Puffs En Croute, Assorted Quiches or Cordon Bleu Bites

Egg rolls or Meatballs, Calamari or Egg Rolls

DISPLAY STATIONS

Must be added to Hors D'oeuvres Buffet or Lunch/Dinner Buffet.

PASTA STATION

Penne and Cavatappi Pasta, sautéed Zucchini Squash, Peppers, Onions and Mushrooms with Homemade Marinara and Alfredo Sauce

POTATO STATION

Idaho Baked and Sweet Potatoes with Roasted Garlic, Cheddar Cheese, Chives, Bacon Crumbles, Brown Gravy, Butter, Sour Cream, Brown Sugar, Nuts and Cinnamon

CARVING STATION

Ham, Turkey and Beef Carving Station with assorted Crusted Rolls, Tomatoes, Onions and Condiments

Our Hors D'oeuvres Buffets are created to simplify planning for a pre-dinner social hour or cocktail type of event. The buffet will accommodate all guests through the buffet one time and will be left out 1 hour after beginning serve time.

PLATED LUNCHEONS

MEATY MEATLOAF

A luncheon portion of Homemade Meatloaf served with rich Brown Gravy, Mashed Potatoes and a choice of Vegetable or Toss Salad.

BEEF POT ROAST

Tender Pot Roast and Gravy with caramelized Red Skin Potatoes, Onions, Carrots and Celery with choice of Toss Salad or Cole Slaw.

PULLED PORK SANDWICH

Pulled Smoked Pork in smothered in BBQ Sauce piled high on a Kaiser Roll Served with Cole Slaw and French Fries.

ITALIAN SUBMARINE SANDWICH

Layers of Pepperoni, Salami and Ham topped with Mozzarella Cheese, Lettuce, Tomatoes and Banana Peppers with Italian Dressing served with Potato Chips and Coleslaw.

TURKEY AND BACON CLUB SANDWICH

Thin sliced Roasted Turkey with Lettuce and Tomatoes, melted Mozzarella Cheese and strips of Bacon. Served with Potato Chips and Cole Slaw.

GRILLED CHICKEN BREAST SALAD

Tender strip of Chicken Breast on mixed Greens with Grape Tomatoes, Cucumbers, mixed Cheeses and Croutons.

TERIYAKI OR BARBEQUE CHICKEN BREAST

A tender Chicken Breast grilled to perfection served with choice of side dish and Toss Salad.

BABY BACK RIBS

Meaty Baby Back Ribs served with choice of French Fries or Baked Potato and Cole Slaw.

SOUP, SALAD & SANDWICH

A cup of Soup dejour, 1/2 Club or Italian Sub and Toss Salad.

TARRAGON CHICKEN SALAD PLATE

Tender chunks of Tarragon Chicken Salad served with choice of fresh Vegetables or seasonal Fresh Fruit.

CRISPY CAESAR SALAD

Breaded Chicken Tenders nestled on a bed of Romaine Lettuce, Parmesan Cheese and Croutons drizzled with our Creamy Caesar dressing.

TUNA OR CHICKEN SALAD ROLL-UP

Choice of Tuna or Chicken Salad rolled in a seasoned Tortilla served with Toss Salad or Fresh Fruit.

DESSERT

Add dessert to any luncheon. (Other selections available. See side dish selection.)

- Baked Cookie
- Vanilla Ice Cream
- Brownie
- Sherbet
- Italian Ice
- Chocolate Mousse

SNACK

Add an afternoon (individual) snack to any luncheon.

- Rice Crispy Treat
- 100 Calorie Snack (asst)
- Protein Snack Bar
- Asst Candy Bar
- Fruit Granola
- Fruit-n-Nutty Snacks

All entrees include rolls, coffee and tea
Planning a meeting through lunch with no budget for lunch
service? As your Co-Host, we got you covered. We can arrange
for lunch service to be provided on site for a minimal set up fee.
This will keep your attendees happy and your meeting moving.
We can offer a variety of Sandwiches, Salads, and Pizzas that your
guests can simply pre-order and pay for with no wasted time or
driving. Ask your coordinator for details.

SPECIALTY LUNCH

BUFFETS

SOUTHERN BARBEQUE BUFFET

Pulled Smoked Pork and sliced Beef Brisket served with Kaiser Rolls, Cole Slaw, Baked Beans and Potato Chips.

DELICATESSEN BUFFET

Fresh sliced Turkey, Ham, and Roast Beef with assorted Cheeses and Breads. Served with Toss Salad or Soup De Jour, Baked Beans, Cole Slaw, Potato Chips and all the condiments.

PASTA BUFFET

Penne Pasta, Cavatappi Pasta, Sautéed Zucchini and Squash, Roasted Red and Green Peppers with Red Onions, Italian Glazed Mushrooms, Homemade Marinara Sauce, Garlic Alfredo Sauce with choice of Meatballs, Grilled Chicken or Italian Sausage. Served with assorted Dry Cheese and Garlic Bread Sticks.

SWEET-N-BUTTERY SPUDS

Extra large Baking Potatoes served with Cheddar Cheese Sauce, Broccoli Florets, Roasted Garlic, Chives, Bacon Crumbles, Brown Gravy, Butter and Sour Cream. And jumbo Sweet Potatoes served with Brown Sugar, Cinnamon, Pecans, Maple Syrup and Marshmallows.

SOUP AND SALAD

An assortment of three soups and four salads. Our chef will prepare an array of three homemade soups served with a salad bar of four salads, Chef Salad, Greek Salad, Italian Salad and our neighbor's popular, Red Bacon and Bleu Salad with accompanied dressings and bread sticks.

WRAP IT UP

A variety of Tortilla Wraps and Pita Breads with Cold Tuna and Chicken Salad, Hot Barbecued Pork and Chicken. Served with Rice, Sauteed Vegetables and all the extras.

WINGS AND THINGS

Jumbo Chicken Wings (from our neighbor) with choice of three sauces. Assortment of Pizzas, served with Italian Salad, Red Bacon and Bleu Salad and a Toss Salad.

All entrees include rolls, coffee and tea

SPECIALTY DINNERS

PLATED TRADITIONAL HOME-STYLE

MEATY MEATLOAF

A generous portion of Homemade Meatloaf with rich Brown Gravy, topped with Seasoned Onion Straws.

BEEF POT ROAST

Tender Pot Roast and Gravy with Caramelized Onions, Carrots and Celery.

HERB ROASTED CHICKEN

1/2 Chicken roasted with Rotisserie Seasoning and Herbed Chicken Gravy.

CHICKEN LAFAYETTE

A boneless Breast of Chicken, breaded and baked golden brown, served with a Marcella Wine and Mushroom Sauce.

TERIYAKI CHICKEN

A tender Chicken Breast grilled to perfection with a glazed Pineapple Teriyaki Sauce.

SPAGHETTI MARINARA

Rich Tomato Marinara and Homemade Meatballs with aged Parmesan Cheese.

SALAD (choose one)

- House Toss Salad
- Applesauce
- Coleslaw

DESSERT (choose one)

- Vanilla Ice Cream
- Rainbow Sherbet
- Chocolate Sheet Cake

BUFFET TRADITIONAL HOME-STYLE

ONE ENTREE

TWO ENTREES

BONELESS BREAST OF CHICKEN

Choice of Teriyaki, Barbecue or Sweet-n-Sour.

TENDER POT ROAST

With Beef Gravy Caramelized Onions, Carrots and Celery.

HOMEMADE 4 CHEESE CAVATAPPI

Cavatappi Pasta with Cheddar, Monterey Jack, Colby and Parmesan Cheeses.

HERB ROASTED CHICKEN

1/4 Chicken roasted with Rotisserie Seasoning and Herbed Chicken Gravy.

HOMEMADE CHICKEN & NOODLES

Tender Noodles with Chicken, Carrots, Celery, Peas and Onions.

SALISBURY STEAK

A generous portion of Beef with Savory Beef Burgundy Gravy.

SIDE DISHES

Side dishes are located under the Side Dish Section.

SALAD (choose one)

- House Toss Salad
- Italian Salad
- Cole Slaw

DESSERT (choose one)

- Vanilla Ice Cream
- Rainbow Sherbet
- Chocolate Sheet Cake

All entrees include rolls, coffee and tea. Choice of Salad, Dessert and two side dishes. Sides and desserts can be upgraded.

SPECIALTY DINNERS

PLATED CASUAL CONTEMPORARY

ROASTED PRIME RIB OF BEEF

A generous portion of 10 oz. slow roasted Prime Rib served with Au jus.

SIRLOIN STEAK

USDA Choice 10 oz. Sirloin hand cut the day of your event and char grilled to perfection.

BABY BACK RIBS

Meaty "fallin-off the bone" Baby Back Ribs smothered in our own Barbecue Sauce.

CHICKEN CORDON BLEU

A generous portion served over Fettuccini and topped with our "made-from-scratch" Swiss Alfredo.

CHICKEN CAVATAPPI

A tender Cavatappi Pasta, Chicken Breast and Roasted Red Pepper Sauce.

CAJUN TILAPIA

Two Filets dusted with Cajun Seasoning and served over Wild Rice with a mild Cajun Cream Sauce.

SALAD (choose one)

- Mixed Greens
- Caesar
- Fresh Fruit

DESSERT (choose one)

- Fresh Fruit Pie
- Cheesecake with Strawberries
- 3 Layer Carrot Cake

BUFFET CASUAL CONTEMPORARY

ONE ENTREE TWO ENTREES

CARVED TOP ROUND BEEF

Chef Carved Top Round of Beef with Beef Au-Jus and Horseradish Sauce.

BROILED COD WITH LEMON BUTTER SAUCE

Jumbo White Ice Atlantic Cod in a savory Lemon Butter Sauce.

ROASTED RED PEPPER CHICKEN CAVATAPPI

Strips of Chicken Breast layered over Cavatappi Pasta and Roasted Red Pepper Sauce.

SWISS STEAK JARDINIERE

Tender Beef Cutlets smothered in a Beef Jardiniere Gravy.

CHICKEN LAFAYETTE

Lightly Breaded Chicken Breast in a Marcella Wine & Mushroom Sauce.

HERB STUFFED PORK LOIN

Fresh Herbs stuffed in a Boneless Pork Loin with an Herb Demi Glaze.

SIDE DISHES

Side dishes are located under the Side Dish Section.

SALAD (choose one)

- House Toss Salad
- Caesar Salad
- Fresh Fruit

DESSERT (choose one)

- Assorted Cheesecakes
- Layered Carrot Cake
- Assorted Fruit Pies

All entrees include rolls, coffee and tea. Choice of Salad, Dessert and two side dishes. Sides and desserts can be upgraded to Waterford or Wexford choices.

SPECIALTY DINNERS

PLATED ELEGANT IMPRESSIONS

SLICED ROAST SIRLOIN

Thin slices of select roasted Sirloin with Béarnaise Sauce.

BACON BISTRO FILET

5 oz. Bistro Filet wrapped in Bacon, cooked to temperature and drizzled with a Wild Mushroom Demi-Glaze.

APPLE WOOD PORK LOIN

Center Cut Pork Loin wrapped in Apple Wood Smoked Bacon with a drizzle of Apple Cider Demi Glaze.

CHICKEN OSCAR

A savory Chicken Breast topped with lump Crab Meat, Asparagus Spears and Hollandaise Sauce.

APPLE ALMOND STUFFED CHICKEN BREAST

6 oz. Chicken Breast stuffed with toasted Croutons, Apples, slivered Almonds, Raisins and Brown Sugar.

CRUSTED LEMON THYME SALMON

Fine Atlantic Salmon marinated in Lemon Zest and then rolled in Bread Crumbs and seared to perfection. Served with a light Lemon Thyme Sauce.

SALAD (choose one)

- Hearts of Romaine with Parmesan Crostini
- Mixed Greens with marinated fresh Vegetables
- Spinach Salad with Bacon Vinaigrette
- CCC House Salad with Raspberry Vinaigrette

DESSERT (choose one)

- Chefs Choice Fluted Mousse
- Raspberry Topped Canola's
- Assorted Table Cheesecakes

PUNCH

FRUIT PUNCH (NON-ALCOHOLIC) PER GALLONSHERBERT, PER GALLON

BUFFET ELEGANT IMPRESSIONS

ONE ENTREE TWO ENTREES

CARVED PRIME RIB OF BEEF

Chef Carved Roasted Prime Rib of Beef with house-made Au-Jus and Horseradish Sauce.

SALMON WITH FRESH DILL SAUCE

Atlantic Salmons seared to perfection with a Lemon Dill Sauce.

CHICKEN OSCAR

Tender boneless Chicken Breast with Asparagus Spears Lump Crab meat and Hollandaise Sauce.

ALMOND STUFFED CHICKEN BREAST

Boneless Chicken Breast stuffed with Apples, Almond Raisins and Toasted Croutons with an Apple Cider Demi Glaze.

SEAFOOD PRIMAVERA

Tender Shrimp, Lobster and Crab meats in a creamy Garlic Alfredo with crisp seasonal Vegetables.

APPLE WOOD PORK LOIN

Boneless center cut Pork Loin wrapped in Apple Wood Smoke Bacon with our Apple Cider Demi Glaze.

SIDE DISHES

Side dishes are located under the Side Dish Section and can be upgraded from different menu classes.

SALAD (choose one)

Hearts of Romaine with Parmesan Crostini Mixed Greens with marinated fresh Vegetables CCC House Salad

DESSERT (choose one)

Champagne Fluted Mousse Raspberry Chocolate Cannoli's Assorted Table Tray of Desserts

All entrees include rolls, coffee and tea. Choice of Salad, Dessert and two side dishes.

SIDE DISHES

TRADITIONAL HOME-STYLE

(Choice of two with Buffet or Entrees)

Mashed Red Skin Potatoes Home-style Green Beans Mixed Vegetables Roasted Red Skins Rice Pilaf Buttered Corn Buttered Egg Noodles Peas and Mushrooms

CASUAL CONTEMPORARY

(Choice of two with Buffet or Entrees)

Any traditional Home-style Side Dish Glazed Carrots Pasta Alfredo California Blend Sicilian Blend Baked Potato

ELEGANT IMPRESSIONS

(Choice of two with Buffet or Entrees)

Any Casual or elegant Side Dish Loaded Potato Potato Puff Broccoli & Cheese Casserole Glazed Snow Peas and Carrots Roasted Zucchini and Squash

PREMIUM SIDE DISHES

(Substitute any side for 2.75 per person, per level)

Roasted Asparagus Vegetable Skewers Bourbon Glazed Mushrooms Loaded Sweet Potatoes

EXTRAS

Side dish (total 3) 2.75 per person, per level Ask coordinator for third entree pricing. Additional dessert selections available.

Side dishes listed for Buffets and Plated Entrees. Side dishes are included with meal if from the same category. You may upgrade side dishes to the next category for 1.00 per person.

Substitute a Dessert Buffet featuring a table display of our Chef's creations of assorted Cheesecakes, Tortes, Petit Fours Cakes, Pies, Brownies and Cookies, with a variety of sauces and toppings for 5.50 per person.

we can also add a chocolate fountain with a variety of items for dipping

BEVERAGE SERVICE

STANDARD PACKAGE

LIQUOR

Absolut

Jack Daniels

Jose Cuervo

Dewars

Tanqueray

Bacardi Silver

Captain Morgan

Crown Royal

Amaretto

Peach schnapps

Triple Sec

BEER

Bud Light

Miller Lite

Coors Light

SODA

Pepsi

Diet Pepsi

Sierra Mist

MIXERS

Sour

O.J

Cranberry

Pinapple

Tonic

Soda Water

Grenadine

WINE

Barefoot:

Moscato

Chardonnay

White Zin

Merlot

Cabernet

1/2 BARREL

CHOOSE: BUD, BUD, LIGHT OR BUD SELECT (1/2 BARREL IS EQUIVALENT TO 6-1/2 CASES OF BEER 156-12 OZ SERVINGS)

1/2 BARREL

CHOOSE: MICHELOB ULTRA, ROLLING ROCK OR AMBER BOCK (1/2 BARREL IS EQUIVALENT TO 6-1/2 CASES OF BEER 156-12 OZ SERVINGS)

CHAMPAGNE

DOMESTIC SPARKLING CIDER

in accordance with the laws of the State of Ohio, alcoholic beverages, all liquor, wine and beer consumed in a public room in this facility must be purchased from the liquor permit holder.

^{*} A bartender set up fee of \$100 per bartender will be added to all functions. Other items available upon request.

MISC. AND POLICIES

INFORMATION AND POLICIES

Thank you for considering the Quality Inn's Christopher Conference Center or the Christopher Inn's, Riverview Conference Center for your upcoming function. Our staff capabilities and team effort will make your event as pleasant to plan as to attend. Our hotel offers comfortable surroundings as well as a professional staff to ensure the success of your function. As is the case with most businesses, we find that certain guidelines and procedures help to ensure that you will be totally satisfied with your event. We include the following information and ask that you contact our Conference and Banquet Center if you have the need for other arrangements.

DEPOSITS

All functions will be required to pay an advance deposit when the contract is signed. The balance, in full, will be required prior to the function unless otherwise arranges.

GUARANTEES

In order to be properly prepared to host your function, it is essential that we know your guaranteed attendance at least 72 hours prior to the function. However, the number guaranteed will be charged in full even if fewer guests attend.

Guarantees for Monday and Tuesday functions will be required by 12 noon on Friday unless special arrangements have been made by the Conference Center Coordinator. In the event that a guarantee is not give, the expected number as listed on the Function Confirmation will be used and thus charged. A \$25.00 fee will be added to all food service events under our menu minimum counts.

FUNCTION ROOMS

Function rooms are assigned by the minimum number of persons anticipated. Room rental fees are listed in our Meeting and Banquet Guide. We reserve the right to charge groups to a room suitable for the attendance if attendance increases or decreases. Audio visual requirements must be requested no later than 48 hours prior to your function in order to ensure proper ordering and delivery. A \$50.00 charge may be added if room set-ups are not arranged 24 hours prior to function or changes that Day.

MENUS

All food and beverages are to be supplied by Quality Inn's Christopher Conference Center and Patrick's Pub. Our menus include many of our popular items. Should you prefer to design a different menu, our Conference Center Coordinator and General Manager will be happy to work with you. They are also prepared to offer suggestions and recommendations of theme parties and/or packages that may be appropriate for your affair. Entree selection on the Banquet Menu is limited to two choices with the exception of special dietary or religious request and should be submitted 14 days prior to your event.

All prices listed are subject to change. We cannot confirm prices more than 60 days prior to the day of your function. A customary 18% service and applicable sales tax will be automatically charged on all banquet functions. Tax exempt status should granted if you provide us the official Tax Exempt Certificate 14 days prior to your event. All food and beverages must be consumed on premises and purchased through Quality Inn's Christopher Conference Center and Patrick's Pub.

BILLING

Credit arrangements for direct billing must be made prior to your function. A credit application and letter of authorization to bill your group or organization must be provided to the Conference Center 14 days prior to your event. Upon completion of your function, an itemized check will be present for your signature verifying the guest count and services rendered. All charges are due at the conclusion of the function at the front desk or with the Conference Center Coordinator if credit is not established. All functions may be charged the room fee and a 10% surcharge if canceled less than 72 hours.

SECURITY

The hotel will not assume responsibility for the damage or loss of any merchandise or articles left in the hotel, Christopher Conference Center or Riverview Conference Center prior to, during, or following a meeting or banquet. Special arrangements for security can be made with proper advance notice at any additional cost.