

Radisson Hotel Catering Menu

Radisson[®]

Table of Contents:

<i>General Information</i>	<i>Page 2</i>
<i>Morning and Afternoon Breaks</i>	<i>Page 3</i>
<i>Break Selections</i>	<i>Page 4</i>
<i>Breakfast Menu and Breakfast Buffets</i>	<i>Page 5</i>
<i>Brunch</i>	<i>Page 5</i>
<i>Luncheon Entrees</i>	<i>Page 6</i>
<i>Small & Lunch Buffets</i>	<i>Page 7</i>
<i>Plated Dinners & Carved Additions</i>	<i>Page 8</i>
<i>Dinner Buffets</i>	<i>Page 9</i>
<i>Vegetarian & Vegan Options</i>	<i>Page 10</i>
<i>Hot and Cold Hors D'oeuvres</i>	<i>Page 11</i>
<i>Bar Service</i>	<i>Page 12</i>
<i>Audio Visual Rental Equipment</i>	<i>Page 13</i>
<i>Catering Policies</i>	<i>Page 14</i>

Our Mission Statement

Our goal at The Radisson is to provide an elegant and affordable event for our guests. We are here to provide above and beyond customer service and will provide you with the necessary tools to organize and structure your event. Our YES I CAN attitude will have you well on your way to a memorable event!

Guarantee

In arranging private functions, guarantees are required for all catered food and beverage events. Final attendance must be confirmed four (4) business days in advance, or the expected number will be used. This number will be your guarantee and is not subject to reduction. We will prepare for 10% over the guarantee for groups of 1-100 guests and 5% over the guarantee for groups of 101 or more.

Due to market trends or unseasonable growing trends Radisson reserves the right to adjust food and liquor pricing accordingly. Radisson must inform the guest at least 30 days prior to the event if an adjustment is necessary.

Decorations

Arrangements for floral centerpieces and special props may be made through the catering office. All decorations must meet with the approval of the fire department.

The hotel will not permit the affixing of anything to the walls or ceiling of rooms unless written approval is given by the catering office.

Security

The hotel may require security officers to monitor certain events. Only hotel approved security officers may be used.

Bar Fees

A \$50.00 set-up fee per bar may apply to bars.
A bar minimum of \$50 in sales per hour must be met or bar may be closed early

Audio Visual

A complete line of modern audio visual aids is available upon request.
The catering manager will be glad to procure the equipment suited to your needs.

Service Charge and Sales Tax

A 20% taxable service charge and state tax will be added to all food and beverage charges.

Cancellation

All events cancelled within 4 business days of the event date will be subject to a charge of 100% of the estimated revenue. All events cancelled within 5-10 business days will be subject to a charge of 50% of the estimated revenue. All events cancelled 11+ business days will be subject to a charge of 25% of the estimated revenue. This includes all food, beverage, meeting room and audio visual. All deposits made are non-refundable upon cancellation.

Morning Breaks

Heath Nut \$6.95

Oat bran muffins, assorted yogurts, fresh fruit medley, decaf and regular coffee

New Yorker \$7.95

Assorted bagels, cream cheese, local jams, fresh fruit medley, coffee, decaf and assorted juices

Café Paris \$8.95

Croissants, Wisconsin local jams, fresh fruit medley, decaf and regular coffee

Continental Break \$8.95

Assorted cereals, fresh fruit medley, assorted juices, herbal teas, decaf and regular coffee

Afternoon Breaks

Ballpark \$5.95

Pretzels with mustard, peanuts and assorted sodas

Cookie Time \$6.95

Assorted fresh baked cookies, milk and lemonade

Dairy State Break \$7.95

Assorted ice cream bars and lemonade

Nacho Bar \$8.95

Tortilla chips, chunky salsa, taco meat, guacamole served with assorted condiments

Dessert Menu

Cheesecake	\$4.50 (Per person)
Chocolate Cake	\$3.50 (Per person)
Coconut Cream Pie	\$3.50 (Per person)
Lemon Merengue	\$3.50 (Per person)
Chocolate Silk Pie	\$3.50 (Per person)

All prices subject to 20% service charge and applicable sales tax.

Break Selections

BEVERAGES

Freshly Brewed Coffee.....	\$25.00 (per gallon)
Assorted Herbal Teas.....	\$25.00 (per gallon)
Iced Tea.....	\$15.00 (per gallon)
Bottle Water.....	\$2.50 (per bottle)
Soft Drinks.....	\$2.50 (per can)
Assorted Bottle Juices.....	\$2.50 (per bottle)
Iced Coffee Drinks.....	\$2.50 (each)

BAKERY AND BREAKFAST ITEMS

Brownies.....	\$20.00 (per dozen)
Assorted Cookies.....	\$17.50 (per dozen)
Assorted Muffins.....	\$25.00 (per dozen)
Cinnamon Rolls.....	\$20.00 (per dozen)
Bagels with cream cheese or local jams.....	\$17.00 (per dozen)
Assorted whole fruit.....	\$20.00 (each)
Assorted fruit medley (50people).....	\$20.00 (per bowl)
Assorted Granola Bars.....	\$17.50 (per dozen)
Assorted Crisp Bars.....	\$20.00 (per dozen)
Assorted Yogurt.....	\$1.75 (each)
Assorted Donuts.....	\$25.00 (per dozen)
Assorted Ice Cream Bars.....	\$2.50(each)
Assorted Chips.....	\$2.00(per bag)
Pretzels.....	\$2.00 (per bag)
Peanuts.....	\$3.00 (per bag)
Mixed Nuts.....	\$4.00 (per bag)

All prices subject to 20% service charge and applicable sales tax

Breakfast Menu

Served with decaf or regular coffee, assorted juices or milk

Farmers Breakfast \$10.95

Scrambled eggs, patty sausage and hash browns

French Toast \$10.95

French toast served with bacon and fresh fruit medley

Healthy Plate \$9.95

Assorted yogurt, your choice of granola or oat bran muffin and fresh fruit medley

Denver Omelet \$12.95

Ham, green pepper, onion, tomato and Wisconsin cheddar cheese served with hash browns

CYO Omelet \$13.95

Your choice of 4 ingredients served with hash browns

Breakfast Buffets

Buffet A \$10.95

Assorted juices, fresh fruit medley, scrambled eggs, link sausage, hash browns and assorted muffins

Buffet B \$11.95

Assorted juices, fresh fruit medley, French toast, cheddar sausage pan omelet and sliced ham

Buffet C \$12.95

Assorted juices, warm assorted muffins, chorizo & pepper jack pan omelet, sausage, bacon and Santa Fe hash browns

Brunch \$12.95

Minimum of 100 people

Assorted Warm Muffins, Fresh Fruit Medley, Eggs Benedict, Sliced Ham, Sausage, Biscuits and Gravy and Hash Browns

Add \$2.00 for an omelet station

Add 2 lunch buffet entrees of your choice for \$5.00 each

All prices subject to 20% service charge and applicable sales tax.

Luncheon Entrees

SANDWICHES

All plated luncheon sandwiches will be served with your choice of French fries, coleslaw or potato salad

Hot Deli Sub \$11.95

Breaded Pork Tenderloin \$11.95

Italian Meatball Hoagie \$12.95

Pan Fried Canadian Walleye \$14.95

Prime Rib Sandwich \$14.95

PLATED ENTREES

Minimum of 50 people

All plated luncheon entrees are served with chef's choice starch, vegetables and house salad with choice of two dressings, coffee, decaf, iced tea and milk

Coconut Pineapple Curry Chicken \$13.95

Chicken Cordon Bleu \$13.95

Stir Fried Pepper Beef \$13.95

Roast Barbecued Pork Loin \$13.95

Pan Fried Walleye \$15.95

Tender Beef Medallions \$15.95

PLATED SALADS

Chef Salad \$13.95

Cob Salad \$13.95

All prices subject to 20% service charge and applicable sales

Small Buffets

Minimum of 25 people

Deli Buffet \$13.95

Wheat and white breads, roast beef, ham, turkey, Wisconsin cheddar, Swiss cheese and pepper jack cheese, sliced tomatoes, onions, pickles and condiments

Soup and Salad Bar \$12.95

Soup of your choice, crackers, garden fresh salad, dressings, condiments, rolls and butter

SOUP SELECTIONS

Broccoli Cheddar, Corn Chowder, Beef Chili, Cream of Mushrooms, Tomato Bisque, Split Pea, Beef Barley and Chicken Noodle Soup.

Add soup to any entrée for \$2.00 per person

Lunch Buffets

Served with garden fresh salad with choice of two dressings, rolls, butter, chef's choice of starch and vegetables, coffee, decaf, iced tea and milk

Under 40 guarantee one entrée, 40-100 two entrees and over 100 three entrees may be chosen

Buffet A \$11.95

Meatloaf

Baked Garlic Spicy Chicken

Roast Barbecue Pork Loin

Italian Sausage Lasagna,

Mexican Casserole with your choice of chicken or beef.

Buffet B \$13.95

Stroganoff

Stuffed Chicken Parmesan

Apple Cinnamon Pork Loin

Curried Coconut Pineapple Chicken

Tilapia Au Gratin

Ham Dijon

Buffet C \$15.95

Stuffed Chicken Cordon Bleu

Top Sirloin with Burgundy Mushrooms

Sweet & Sour Shrimp Stir Fry

Mango Pork Tenderloin Medallions

Seafood Enchiladas

All prices subject to 20% service charge and applicable sales tax

Plated Dinners

Served with garden fresh salad with choice of two dressings, rolls, butter, chef's choice of starch and vegetables, coffee, decaf, iced tea and milk

Stuffed Pork Chop \$22.00

Cordon Bleu \$22.00

Chicken Rosemary \$22.00

Chicken Parmesan \$22.00

Baked Salmon with lemon dill butter \$22.00

Pan Fried Canadian Walleye \$24.00

Cranberry and Wild Rice Stuffed Chicken Breast \$24.00

Tilapia with Crab au Gratin \$26.00

10oz Top Sirloin \$28.00

12 oz Prime Rib \$30.00

8oz Beef Tenderloin \$32.00

Carved Additions

Minimum of 50 people guaranteed for carved entrees

Roast Turkey \$2.00 per person

Roasted Ham Shank \$2.00 per person

Roast Leg of Lamb \$2.00 per person

Roast Prime Rib \$4.00 per person

All prices subject to 20% service charge and applicable sales tax

Dinner Buffets

*Served with garden fresh salad with choice of two dressings, rolls, butter, chef's choice of starch and vegetables, coffee, decaf, iced tea and milk
Guarantee numbers of 50 or less one entrée choice, 50-150 two entrée choices and 150 and over three entrée choices*

Buffet A \$21.95

Stuffed Chicken Parmesan, Smoked Ham Dijon, Tender Beef Tips and Tilapia Au Gratin

Buffet B \$23.95

Chicken Cordon Bleu, Roast Barbecued Pork Loin, Top Sirloin with Burgundy Mushrooms, Seafood Newburg, Chicken Rosemary

Buffet C \$25.95

Chorizo stuffed Mexican Chicken, Brandied Cinnamon Apple Pork, Stuffed Tenderloin Medallions and Crab Stuffed Shrimp

Vegetarian & Vegan Lunch and Dinner Options

PLATED

Pasta Primavera	\$12.95 (Lunch)	\$17.95 (Dinner)
Portabella Parmesan	\$13.95 (Lunch)	\$18.95 (Dinner)
Curried Coconut Pineapple Vegan Stir-fry	\$12.95 (Lunch)	\$17.95 (Dinner)
Spinach and Mushroom Frittata	\$12.95 (Lunch)	\$17.95 (Dinner)

BUFFET OPTIONS

Vegetarian Lasagna	\$12.95 (Lunch)	\$17.95 (Dinner)
Mexican Casserole	\$12.95 (Lunch)	\$17.95 (Dinner)
Deep Dish Veggie Pizza	\$12.95 (Lunch)	\$17.95 (Dinner)
Roasted Teriyaki Vegetables	\$12.95 (Lunch)	\$17.95 (Dinner)

All prices subject to 20% service charge and applicable sales tax

Hors D'oeuvres

(Listed prices are per 50 pieces)

Hot Hors D'oeuvres

Buffalo or BBQ Chicken Wings	\$75.00
Italian Sausage Stuffed Mushrooms.....	\$125.00
Swedish or BBQ Meatballs.....	\$95.00
Seafood Crostini.....	\$125.00
Artichoke Dip.....	\$95.00
Seafood Stuffed Jalapenos Poppers.....	\$135.00
Chicken Fingers.....	\$105.00
Assorted Sub Slices.....	\$115.00
Assorted Pizza Slices.....	\$85.00

Cold Hors D'oeuvres

Wisconsin Cheese Tray	\$95.00
Vegetable Tray with Fresh Dill Dip.....	\$125.00
Roasted Red Pepper Hummus Platter.....	\$120.00
Fruit and Cheese Tray.....	\$115.00
Smoked Salmon Pinwheels.....	\$135.00
Tuna Salad Stuffed Cherry Tomatoes.....	\$105.00
Jumbo Cocktail Shrimp.....	\$175.00
Wisconsin Cheese and Sausage Tray.....	\$125.00
Bruschetta.....	\$105.00
Assorted Sub Slices.....	\$115.00
Deviled Eggs.....	\$85.00

All prices subject to 20% service charge and applicable sales tax

Late Night Menu

Pizza

Gourmet Pizza \$16.00 each
12 inch pizza (serves 8-10 people)

- *Cajun Pizza: Chicken with white sauce, green peppers and cheddar cheese*
- *Pesto Pizza: Pesto, tomato, black olives, artichoke hearts and cheddar cheese*
- *Meat Lovers Pizza: Sausage, pepperoni, ham, onions and jalapenos*
- *Taco Pizza: Beef or chicken, salsa, tomatoes, onions, jalapenos and two cheeses*

Basics \$14.00 each
12 inch pizza (serves 8-10 people)

- *Sausage, pepperoni and mushrooms*
- *Mushrooms, pepperoni and black olives*
- *Green pepper, mushrooms and black olives*
- *Cheese + one meat (Sausage or Pepperoni)*
- *Cheese Pizza*

Sandwiches

Sub Sandwiches \$24 each
24 inches-Served cold or warm

Turkey, Ham, Cheddar, Swiss, Lettuce, Tomato, Onion & Italian Dressing

Nacho Bar

\$3.95 per person

Tortilla chips, soft shells, taco meat, salsa, cheddar cheese, tomatoes, onions and lettuce

BBQ Pork Sandwiches

\$1.50 each- order of minimum 25 sandwiches

Hot BBQ Pork with dinner rolls

Hot Wings

\$1.25 each-Served with ranch dressing
Order of minimum 25 pieces

Bar Service

House Wines by Sycamore Lane

18.00 / Bottle 5.00 /Glass

(Chardonnay, Pinot Grigio, White Zinfandel, Cabernet Sauvignon, Merlot)

Local Favorites

Wollersheim Winery and Botham Vineyards

Wisconsin Varietals 24.00/bottle

Featured Favorites

Kendal Jackson Napa Valley 30.00/bottle

(Cabernet Sauvignon, Merlot, Pinot Noir, Chardonnay, Riesling)

Sparkling Wine/Champagne

Verde Spumante(California) 18.00/bottle

Korbel Brut (California) 28.00/bottle

Segura Viudas Cava (Spain) 30.00/bottle

Moet & Chandon (France) 70.00/bottle

Minimum Order may be required for featured favorites, local favorites and Moet & Chandon.
If you do not see the wine/champagne of your choice ask our Event Coordinator and we will do our best to accommodate your event.

Beer

Domestic Bottle \$4.00 Imported Bottle \$5.00

Quarter (1/4) Barrel of standard domestic beer
\$150.00

Half (1/2) Barrel of standard domestic beer
\$250.00

Quotes for specialty and micro beers are available upon request

Punch Bowls

Fruit punch with sliced fruit and cherries.

(Non-Alcoholic) \$25.00

With rum or vodka \$45.00

Mixed Drinks

Call Brand \$5.00 Premium Brand \$7.00

Audio Visual Rental Equipment

Hand Held Mic	\$25.00
Wired Lavalier Mic	\$35.00
Cordless Hand Held Mic	\$55.00
Cordless Lavalier Mic	\$65.00
Cordless Headset Mic	\$75.00
Floor or Table Mic. Stand	\$10.00
LCD Projector	\$250.00
8" Tripod Screen	\$30.00
10' x 10' Screen	\$50.00
40" TV/DVD Combo	\$95.00
Laser Pointer	\$20.00
25' Extension Cord	\$10.00
Power Strip	\$10.00
Flip Chart -No Paper	\$20.00
Flip Chart w/Paper	\$30.00
Tripod Easel	\$15.00
3' x 4' Whiteboard/Easel	\$25.00
4' x 6' Whiteboard	\$50.00
4 Channel Audio Mixer	\$50.00
24 Channel Audio Mixer	\$95.00
CD Audio Single Player	\$25.00
CD Audio Multi Player	\$35.00
Phone Line	\$50.00
Speaker Phone	\$25.00
Polycon Phone	\$75.00
AV Tech Per Hour	\$75.00

Prices do not reflect 5.5% sales tax and 20% service charge

Additional equipment is also available

Complimentary podiums are available upon request

CATERING POLICIES AND PROCEDURES

FOOD AND BEVERAGE

- ◆ Menu selections must be finalized two weeks prior to event date.
- ◆ The Radisson Hotel is not responsible for quality of food if time is delayed by booking party.
- ◆ Bar set-up fee of \$50 may apply. A \$50 per hour sales minimum must be met or bar may close earlier than contracted. Radisson Hotel is subject to Wisconsin State Law regarding the sale of alcoholic beverages.
- ◆ All alcoholic beverages must be dispensed only by hotel servers and bartenders. We reserve the right to decline service of alcohol for the safety of our guests. Kegs of beer and hosted bars will be removed from the room at midnight.
- ◆ All federal, state and local laws will be strictly adhered to with regard to food and beverage purchase and consumption.
- ◆ All food and beverage must be purchased from the Radisson Hotel. No food or beverage may be removed from the banquet area. The Radisson Hotel reserves the right to cease functions without refund if alcohol or food is brought into a function from guest rooms or outside.

GUARANTEE

- ◆ A guaranteed number of attending guests must be received by the catering department at least four days prior to event. Guaranteed numbers may not decrease after this time.
- ◆ If catering office does not receive a guarantee, we will assume the guarantee to be the maximum number that appears on the event order. Should your attendance be less than your guarantee, you will be charged for the guaranteed amount. Should you exceed your guarantee, you will be charged accordingly.
- ◆ Finalized details (food, beverage, AV, etc.) must be received two weeks prior to event.
- ◆ The hotel reserves the right to substitute a comparable room for the function if the room reserved herein cannot be made available to the guest or if attendance should reduce or increase. Such substitution shall be deemed by the hotel and customer as full performance under this contract.
- ◆ We will set for 10% over the guarantee for groups of 1-100 guests, 5% for 101 or more guests.

SERVICE CHARGE AND TAXES

- ◆ 20% service charge and 5.5% state tax applies to all prices.
- ◆ Tax exemption certificates must be submitted to the sales department with the signed contract.

ROOM SET-UP

- ◆ Radisson Hotel is not responsible for delays caused by changes made to the signed contract the day of the event. Any labor charges incurred due to said changes is the sole responsibility of the customer.
- ◆ All decorations must meet with the approval of the Madison Fire Department. The Radisson Hotel will not permit the affixing of anything to the walls or ceiling of rooms unless written approval is obtained from the hotel.
- ◆ Confetti, glitter and crepe paper are forbidden from use.
- ◆ Audio-visual aids are available upon request. Any additional costs for electrical, telephonic or communication needs is the customer's responsibility.
- ◆ Electrical outlets in most meeting rooms have a maximum load capacity of 110V-20 amps. A 30-day notice is required for any additional electrical or mechanical needs.

CANCELLATION

- ◆ All events cancelled within 4 business days of the event date will be subject to a charge of 100% of the estimated revenue. All events cancelled within 5-10 business days will be subject to a charge of 50% of the estimated revenue. All events cancelled 11+ business days will be subject to a charge of 25% of the estimated revenue. This includes all food, beverage, meeting room and audio visual. All deposits made are non-refundable upon cancellation
- ◆ This includes all food, beverage, meeting room and audio-visual equipment.
- ◆ All deposits are non-refundable.

PAYMENT

- ◆ A deposit may be required at the time of signing the contract and will be applied towards the final bill.
- ◆ Payment shall be made in full three business days prior to the event unless credit has been established to the satisfaction of the hotel.
- ◆ If direct billing privileges have been granted, then payment in full is due within thirty (30) days of the event date.
- ◆ Functions will be subject to one master bill; individual payments cannot be received. Banquet checks will be presented to the person in charge of the event for signing.

SHIPPING AND RECEIVING

- ◆ No material shipments will be accepted until five business days prior to the event date. Any packages shipped to the hotel must be clearly labeled with the name/ date of the event.
- ◆ All shipping must be pre-arranged with your hotel contact prior to items being shipped to the hotel.
- ◆ Guests are responsible for the shipment of items after leaving the hotel. All items left over 24 hours after the conclusion of the event will be considered abandoned. The hotel will not be responsible for these items at that point in time.

RESPONSIBILITY AND LEGAL RAMIFICATIONS

- ◆ The Radisson Hotel will not assume any responsibility for the damage or loss of any merchandising or items left in the hotel prior to or following the function.
- ◆ The Radisson Hotel reserves the right to inspect and control all private parties, meetings, etc. being held on the premises.
- ◆ The Radisson Hotel will make every reasonable attempt to guarantee prices 30 days prior to the function.
- ◆ Performance of this contract is contingent upon the ability of the hotel management to complete the same, and is subject to the following: accidents, governmental (Federal, State or Municipal) requisitions, restrictions upon travel, transportation, food, beverages or supplies, and other causes whether enumerated herein or not that are beyond the control of management which prevents or interfered with contract performance and/or compliance. In no event shall the hotel be liable for to of profit or other similar or dissimilar collateral or consequential damages, whether based on breach of contract, warranty or otherwise.
- ◆ The customer agrees to be responsible for any damages to hotel property and/or equipment provided by the hotel during the period of time that said property and/or equipment is under the customer's exclusive control or the control of an independent contractor hired by the customer.
- ◆ In the event that legal council is required by the Radisson Hotel to receive payment, booking party will be responsible for all attorneys' fees and other legal expenses incurred