



CATERING MENUS
&
EVENT PLANNING INFORMATION

PLEASE NOTE:

BANQUET CHARGES ARE SUBJECT TO A 22% SERVICE FEE AND APPLICABLE TAXES.

ALL PRICES ARE PER PERSON UNLESS OTHERWISE SPECIFIED.

CUSTOM MENUS ARE AVAILABLE UPON REQUEST.

WE ARE GLAD TO ACCOMMODATE SPECIAL DIETARY REQUESTS.

FINAL COUNTS ARE REQUIRED 3 BUSINESS DAYS PRIOR TO SCHEDULED EVENT.

THE HIGHEST PRICE PREVAILS FOR SPLIT MENU OPTIONS.

Breakfast Buffets

All Breakfast Buffets include Royal Cup gourmet coffee, tea, orange and apple juices

Continental Breakfast - \$9.25

Selection of house baked croissants, danish, and muffins
served with butter and fruit preserves

Deluxe Continental - \$13.95

Selection of house baked croissants, danish, and muffins
served with butter and fruit preserves, bagels with cream cheese,
assorted yogurts and a fresh fruit display

Classic Breakfast Buffet - \$17.95

Scrambled eggs with cheddar cheese, breakfast casserole,
Smoked bacon or savory sausages, fresh fruit platter,
house baked croissants and muffins served with butter and preserves

Deluxe Breakfast Buffet - \$19.95

Scrambled eggs with cheddar cheese, breakfast casserole,
Smoked bacon and savory sausages, fresh fruit platter, assorted yogurts, cold cereals,
house baked croissants, muffins and bagels, served with butter, cream cheese and preserves

À La Carte

Beverages

Royal Cup Gourmet Coffee (Regular and Decaf)	\$39.00 per gallon
Assorted Soft Drinks (Coke, Diet Coke, Sprite)	\$2.00 each
Premium Iced Tea	\$12.00 per gallon
Sparkling Mineral Water	\$3.50 per bottle
Orange Juice	\$10.00 per pitcher
Apple Juice	\$8.00 per pitcher
Lemonade or Non-Alcoholic Punch	\$6.00 per pitcher
Starbucks® Frappacinos	\$5.00 each
Red Bull®	\$4.50 each
Individual Whole, Chocolate, 2% or Skim Milk	\$3.00 each

Goodies

Granola Bars	\$1.50 each
Individual Assorted Yogurt	\$1.95 each
Energy Power Bars	\$3.00 each
Mixed Nuts	\$20.00 per pound
Honey Roasted Peanuts	\$16.00 per pound
Tortilla Chips & Fresh Salsa	\$5.00 per person
Whole, Seasonal Fresh Fruit	\$2.95 per person
Sliced, Seasonal Fresh Fruit	\$3.50 per person
Assorted House Baked Muffins	\$24.00 per dozen

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Banquet Menu- 2010

Goodies

Assorted Danish	\$18.00 per dozen
Bagels with Cream Cheese	\$24.00 per dozen
Chocolate Fudge Brownies	\$24.00 per dozen
Assorted Fresh-Baked Cookies	\$24.00 per dozen
Assorted Candy Bars	\$2.00 each
Assorted Ice Cream Bars	\$3.50 each
Freshly popped Popcorn	\$2.50 per person
Potato Chips (individual bags)	\$1.25 each
Soft Pretzels with Salt	\$2.50 each
Soft Pretzels with Cheese	\$3.00 each

Take A Break!

Salty and Sweet

Savory Snack Mix and Buttered Popcorn
Granola Bars, Miniature Chocolate Bars, Mixed Nuts

Assorted Sodas and Bottled Water

\$12.00 per person

Wide Awake

Power Bar Energy Bars, Miniature Chocolate Bars,
Salty Mixed Nuts and Seasonal Fresh Fruit

Red Bull Energy Drink, Coffee and Tea

\$14.50 per person

Hand in the Cookie Jar

Assorted fresh baked cookies

Cold Milk, Coffee, Tea and Hot Chocolate

Assorted Sodas and Bottled Water

\$9.25 per person

All Day Beverage Break

Assorted Sodas, Bottled Water, Regular and Decaf Coffee

\$6.95 per person

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Banquet Menu- 2010

Luncheons

All entrees served with fresh garden salad, vegetable, appropriate potato or rice, fresh baked bread, Iced tea and water, chef choice dessert.

Lemon Grilled Chicken Breast - \$14.25

Lemon, garlic, and herb marinated grilled chicken breast
with savory lemon caper sauce

Southern Style Fried Chicken - \$12.95

Buttermilk Marinated and Golden Fried Chicken

Cajun Chicken Laha - \$15.95

Grilled breast of chicken marinated in our chefs special seasoning
served with onions, bell peppers and mushrooms

Braised Beef Brisket - \$17.25

Slow braised beef brisket with a savory beef sauce

Grilled Fillet of Salmon - \$20.25

Fresh salmon filet, lightly seasoned and char grilled

Zesty Alfredo- \$9.25

Generous serving of linguini topped with our alfredo sauce
(served with sliced chicken breast add \$2.50)

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Boxed Lunches

All boxed lunches are served with potato chips, fresh fruit or pasta cup,

Kosher dill spear and one freshly baked cookie.

Grilled Chicken Wrap - \$11.95

Boneless chicken breast, sliced and wrapped with shredded lettuce,
tomatoes, cheddar cheese and sour cream

Turkey Club - \$10.50

Smoked roasted turkey and crisp bacon served with lettuce,
tomatoes and American cheese on a Kaiser roll

Pulled BBQ Pork - \$12.50

Shredded BBQ pork on a Kaiser roll

The Deli - \$9.95

Choice of turkey, ham or roast beef sandwich

The Divine Chicken Salad - \$8.95

Heavenly Chicken Salad on a croissant with
cheddar cheese, lettuce and mayonnaise

Perfect Tuna Salad - \$8.95

Heavenly Tuna Salad on a multigrain wheat bread
served with Swiss cheese, lettuce and tomato

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Banquet Menu- 2010

Entrée Salads

All entrees served with fresh baked bread and butter,
Iced tea and water, chef choice dessert.

Classic Chicken Caesar - \$9.95

Chilled romaine lettuce, parmesan and garlic croutons
tossed with our homemade Caesar dressing with
sliced grilled breasts of chicken

Southern Fried Chicken Salad - \$11.95

Our Buttermilk Marinated and Golden Fried Chicken Breast
sliced over crisp garden greens and Julienne vegetables.
Served with zesty ranch and Italian dressing

Grilled Shrimp Salad - \$13.95

Marinated grilled shrimp on a bed of romaine and spring greens
with cherry tomatoes, parmesan cheese, roasted red pepper,
and creamy herb and garlic dressing

Bleu Steak Salad - \$16.95

Grilled steak (prepared medium unless otherwise ordered) sliced and
Served over romaine and spring greens with julienne red onion,
Red bell pepper, crumbled bleu cheese and
topped with shoe string potato

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Banquet Menu- 2010

Plated Dinners

All entrees served with fresh garden salad,
fresh baked bread, Iced tea and water, regular and decaf coffee, chef choice dessert.

Roasted Prime Rib of Beef - \$30.25

Natural jus, Red bliss potatoes and fresh vegetables

New York Strip Sirloin - \$32.00

New York Strip Sirloin (prepared medium unless otherwise ordered)

Served with onion frits, garlic mashed potatoes and green beans

Blackened Rib Eye Steak - \$34.00

Roasted garlic tomato jus, cheddar mashed potatoes and sautéed greens

Petite Filet Mignon with Shrimp Scampi - \$42.00

Red wine demi glace, chive mashed potatoes and baby green beans

Chicken Picatta - \$25.25

Sautéed boneless chicken breast with a lemon garlic caper butter sauce served
with shoe string potatoes, grilled golden yellow zucchini and red bell peppers

Grilled Breast of Chicken - \$24.25

Honey Dijon glaze, fresh rosemary and redskin potatoes, served with fresh vegetables

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Seared Filet of Salmon - \$29.75

Jasmine rice, whole grain mustard sauce, served with fresh vegetables

Grilled Tilapia - \$28.25

Served with rice pilaf and seasonal vegetables

Lasagna Classico - \$23.95

Layers of pasta, meat sauce and mozzarella, ricotta, parmesan and romano cheese.

Chicken Parmigiana - \$24.95

Parmesan-breaded chicken breasts, fried and topped with marinara sauce and mozzarella cheese.

Pork Tenderloin - \$32.95

Served with golden smashed potatoes and fresh vegetables

Combination Dinners

Petite Filet Mignon with Lobster Tail - \$Market

Petite Filet Mignon with Grilled Chicken - \$48.00

New York Strip Steak with Grilled Chicken - \$36.95

Jumbo Shrimp with Grilled Chicken- \$28.95

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Banquet Menu- 2010

Dinner Buffet

All entrees served with fresh garden salad,
fresh baked bread, Iced tea and water, regular and decaf coffee, chef choice dessert.

Minimum of 25 guests

Classic - \$38.00

Grilled marinated chicken breasts with Italian salsa
Roasted top sirloin sliced and served with mushroom shallot cabernet sauce
Spinach and cheese raviolis with sun-dried tomato cream sauce
Herb roasted new potatoes
Fresh vegetable medley

Prime Rib - \$42.00

Prime Rib with au jus and horseradish cream
Shrimp scampi with fresh herb butter sauce
Buttermilk-chive mashed potatoes
Mixed vegetables

The Best BBQ - \$38.00

Smoky baby back ribs
Rocky range chicken with garlic, lime, cilantro, and cumin rub
Hot beer sausage with roasted peppers and onions
Herbed roasted new potatoes
Home-style macaroni and cheese

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Southern Sampler Buffet - \$27.95

Southern Fried Chicken

Southern Fried Catfish Fillet

Fried okra, collard greens, candied yams

Served with peach cobbler

Designer Buffet - \$34.95

Choice of One of the Following Salads:

Freshly Tossed House Salad

Marinated Vegetables "Greek" Style Pasta-Pesto Salad

Southwest Potato Salad

Caesar Salad

Marinated Cucumber, Red Onion & Tomato Salad

Select Two Entrees:

Grilled Chicken Breast

Roasted Sirloin of Beef with Au Jus

Fresh Catch Of the Day

Pan Fried Center Cut Pork Chops

Sautéed Chicken Breast

Served with:

Seasonal Vegetable Medley

Three Cheese Au Gratin Potatoes

Chef Choice Dessert

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Banquet Menu- 2010

Carving Stations

Prices are based per person unless otherwise noted.

Specific stations require a station attendant at a fee of \$75.00

Roasted Tenderloin of Beef - \$10.50

Rolled in cracked black peppercorns and Dijon mustard

Accompanied with mayonnaise, horseradish, and freshly baked rolls

Baked Sugar Cured Virginia Ham - \$7.50

Molasses citrus glaze, Vidalia onion relish and herbed buttermilk dinner rolls

Whole Roasted Tom Turkey - \$8.25

Honey Mustard, Cranberry-Georgia Pecan relish and assorted rolls

Reception Items

Seasonal Fruit Tray with Warm Chocolate Sauce

Small (serves 30) - \$100.00 * Medium (serves 65) - \$175.00 * Large (serves 100) - \$250.00

Domestic Cheeses Decorated with Fresh Fruit

Small (serves 30) - \$125.00 * Medium (serves 65) - \$200.00 * Large (serves 100) - \$350.00

Vegetable Crudités with Ranch Dipping Sauce

Small (serves 30) - \$75.00 * Medium (serves 65) - \$150.00 * Large (serves 100) - \$225.00

Miniature Dessert Display

Small (serves 30) - \$100.00 * Medium (serves 65) - \$175.00 * Large (serves 100) - \$250.00

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Hors D'oeuvres & Specialty Items

Prices are based off of 50 pieces unless otherwise noted

Cold Hors D'oeuvres

Plump Shrimp Cocktail - \$162.75

Smoked Salmon Pinwheels - \$115.25

Celery Stalks with Herb Cheese - \$102.75

European Finger Sandwiches - \$84.50

Shaved Roast Beef or Ham on Silver Dollar Rolls - \$108.00

Deviled Eggs - \$102.75

Hot Hors D'oeuvres

Spinach & Feta in Phyllo - \$96.50

Grilled Vegetable Kabobs - \$108.50

Teriyaki Beef Skewers - \$115.00

Veggie Spring Rolls - \$75.95

Coconut Fried Shrimp - \$126.75

Mushroom Caps with Seafood Stuffing - \$135.00

Swedish Meatballs - \$96.50

Firecracker Wings with Bleu Cheese Sauce - \$96.50

Mignonettes of Beef with Cognac Peppercorn Sauce - \$108.50

Hors D'oeuvres Buffet - \$22.95 per person

Choose three cold items and three hot items from the list above

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Beverage Service

Host Bar

Prices are per drink based on consumption

House Brands (Well) - \$5.00

Call Brands - \$6.00

Premium Brands - \$7.00

Specialty Selections - \$8.00

Brandies, Liqueurs

House Wine - \$4.50

Domestic Premium Wines - \$7.00

Domestic Beer - \$4.50

Imported Beer - \$5.50

Soft Drinks and Bottled Water - \$3.00

Cash Bar

Prices are per drink based on consumption

House Brands (Well) - \$5.50

Call Brands - \$6.50

Premium Brands - \$7.50

Specialty Selections - \$8.50

Brandies, Liqueurs

House Wine - \$5.00

Domestic Premium Wines - \$7.50

Domestic Beer - \$5.00

Imported Beer - \$6.00

Soft Drinks and Bottled Water - \$3.50

Cocktail Package

Beverage Service Charged Per Person (Based on Guaranteed Attendance).

All packages include Hi-Balls, Domestic Beer, Chardonnay, Merlot and Cabernet Sauvignon, Soda and Bottled Water

House Brands (Well)

First Hour \$16

Second Hour \$8

Additional Hour(s) \$6

Call Brands

First Hour \$20

Second Hour \$10

Additional Hour(s) \$8

Bartender Fee: \$75.00 per bartender (one bartender per 75 guests required)

Audio Visual Pricing

Easel	\$10.00
Flipchart Stand	\$10.00
Flipchart Stand with Pad and Markers	\$25.00
Whiteboard	\$15.00
DVD Player	\$35.00
CD Player	\$25.00
Lectern with Microphone	\$20.00
Wired Microphone with Stand	\$15.00
Wireless Handheld Microphone	\$50.00
Wireless Lavalier Microphone	\$60.00
LCD Projector	\$175.00
Overhead projector	\$75.00
Built in Screen	\$85.00

Event & Meeting Information

Bartender - We will schedule one bartender per every 75 guests for each full bar arranged. A \$150.00 bartender fee will be assessed per private bar.

Group Shipments - Any freight or shipping charges incurred as a result of materials, i.e. literature, audio visual equipment, etc. being shipped to the Highland Conference Center remains the sole responsibility of the association or group, etc. All packages should be marked with the group's name, the dates of the event and to the attention of the sales manager whom you are working with. Packages should not arrive at the Highland Conference Center more than three working days prior to the event.

Confirm Reservation - Receipt of a non-refundable advance deposit will confirm your event space and reservation.

Candles - Candle decorations in holders (no open flame) may be brought for your event.

Decoration and Entertainment - You may bring your own floral and/or other decorations and entertainment for your event. Please refrain from using confetti and permanent adhesives on the windows, walls and doors.

Food & Beverage - No food and beverage of any kind will be permitted to be brought into any public area by the patron or any of the patrons' guests or invitees. All food, liquor, wine and beer must be supplied by the Highland Conference Center. All food and beverage must be consumed on the premises during function time. No food or beverages purchased from the Highland Conference Center may be removed from the facility at any time.

Guarantee - Food function attendance must be definitely specified three working days in advance by 12:00pm. This number will be considered a guarantee. Any additions that go above and beyond the normal 5% once a guarantee is given will be a Chef selection dish and will incur a 5 per person surcharge. For split entrée choices, the higher price will prevail. Specified meeting rooms may be requested, but not guaranteed. The Highland Conference Center reserves the right to change such requests if deemed necessary.

Multiple Entrees - Please provide exact entrée counts three (3) working days prior to your event date. Additional meals served will be charged accordingly.

Internet Usage - The Highland Conference Center offers complimentary wireless and wired internet connections.

Linen - White or Black linens are provided for all events. Additional colors can be ordered at an additional fee.

Lost Items - The Highland Conference Center cannot assume responsibility for equipment or personal items left in meeting and banquet rooms.

Parking - Self parking is available in the public parking deck at an additional fee. Valet is available at an additional fee. Please contact your meeting planner for rates.

Room Reset - A \$75.00 fee per hour will apply if room lay-out, equipment and set-up differs from those specified in the contracted agreement.

Service Charge - Food, Beverage, Room Rentals, Audio Visual Equipment and other related event fees are subject to a 22% service charge and a 10% sales tax.

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