



*Holiday Inn*<sup>®</sup>

Wedding Packages



## Ceremony & Reception Pricing

Access to Ballroom from 9am-11pm  
(Includes personal setup/decorating time, getting ready, and event)  
\$1,500 room rental with a required \$3,000 food & beverage minimum  
Ceremony & Reception will be set up in  
Crescent rounds for ceremony & full rounds for reception  
\*\*other setups may be available for an additional fee

## Reception Only Pricing

Access to Ballroom from 3pm-11pm  
(Includes personal setup/decorating time, getting ready, and event)  
\$1,200 room rental with a required \$3,000 food & beverage minimum

*Both packages include complimentary:*

Ballroom that comfortably seats up to 175 people  
Dance floor  
Riser for head table  
Round tables with black linens  
China, silverware, and glassware  
Centerpiece: Mirror tile with votive candles

**The hotel will offer a discounted room block based on availability.**

The hotel maintains black table linens and black napkins. Client may choose to bring in their own linens for their event. If dropped off to hotel (48) hours prior to event, hotel staff will put on table. Hotel provides standard china, glassware, and silverware. Client may bring in their own tableware, center pieces, and decorations. Hotel is not responsible for personal decorations; it is the responsibility of the client to decorate and clean up after conclusion of event. Hotel will assess a cleaning fee for excessive cleaning in the meeting room. Any items rented through a rental company, including: booking the rental, delivery, setup and return is the responsibility of the client and rental company. The hotel will assess an admin fee for any items that the hotel books through a rental company on behalf of the client.



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## PLATED DINNER

All dinner entrees served with garden salad with assorted dressing, fresh baked rolls and butter, water, and chef's choice dessert.

### Meat or Vegetable Lasagna \$28

Served with a breadstick

### Herb Roasted Chicken \$27

Served on a bed of mashed potatoes with a seasonal vegetable

### Tuscan Chicken \$28

Grilled chicken breast topped with a creamy white wine sauce, sautéed spinach, tomatoes, and mushrooms served over a bed of wild rice

### Teriyaki Atlantic Salmon \$29

Teriyaki glazed Atlantic salmon served with rice pilaf and asparagus

### Bourbon Glazed Pork Chop \$28

Sweet bourbon glaze over a hand cut pork chop served with stuffing and cinnamon apples

### 6oz. Filet Mignon Market Price

A 6 oz. center cut filet served over a bed of portabella mushrooms with a baked potato and fresh grilled asparagus

## DINNER BUFFETS

All buffets are served with water, and chef's choice dessert. \$3 fee per person for guarantees less than 30 people

### Traditional buffet

Choice of 2 entrees for \$32 or choice of 3 entrees for \$38

Choice of one: mixed green salad with assorted dressings, Caesar salad, pasta salad, or seasonal fruit salad

Choice of one: green beans, vegetable medley, buttered corn, or honey glazed carrots

Choice of one: Oven roasted red potato, mashed potatoes, rice pilaf, or chive potato au gratin

Entrée choices: Roasted pork loin with apple bourbon glaze, country fried chicken, baked meat or vegetable lasagna, Tuscan chicken, teriyaki salmon, fettuccini alfredo, chicken pesto with roasted vegetables, BBQ pulled pork, roasted chicken rigatoni with tomato basil cream sauce

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catering@hiindyairport.com



## HORS D'OEUVERS

Butler service is \$100 per 50 people

	<b>50 Pieces</b>	<b>100 Pieces</b>		
Broccoli Cheddar Bites	\$90	\$175		
Chicken Tenders	\$95	\$180		
Southwestern Style Chicken Egg Rolls	\$115	\$225		
Chicken Wings (BBQ, Buffalo, Garlic)	\$95	\$180		
Swedish Meatballs	\$75	\$160		
Shrimp Cocktail with Our Spicy Cocktail Sauce	\$160	\$270		
Vegetable Egg Rolls with Sweet Sour Sauce	\$95	\$180		
Mini Crispy Chicken Sliders	\$100	\$195		
Steak and Cilantro Empanada with Fresh Salsa	\$110	\$200		
Hummus Roasted Pepper with Pita Chips	\$85	\$165		
Mini Chicken Quesadilla	\$100	\$190		
			<b>Small</b>	<b>Large</b>
Cheese Tray with Cracker's			\$190	\$345
Baked Brie Cheese – Served with Fresh Sliced Fruit and Toast Points			\$190	\$345
Fresh Fruit with Dipping Sauce			\$170	\$310
Fresh Crudities with Garden Ranch Dip			\$165	\$300

\*small serves approximately 40-50 people

\*large serves approximately 80-100 people



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## BEVERAGES

\$150 Bartender and Set-up for a period of three hours

If sales exceed \$500 per three hours, the Bartender and set-up fee will be waived

*Keg pricing available upon request*

### Cash Bar-Priced per beverage

Premium brands - \$10  
Call brands - \$8  
Wells brands - \$7  
Domestic beer - \$7  
Premium beer - \$8  
House wine - \$7  
Premium wine - \$9  
Soft drinks - \$3  
Bottled water - \$3

### Host Bar-Priced per beverage

Premium brands - \$10  
Call brands - \$7  
Wells brands - \$6  
Domestic Beer - \$6  
Premium beer - \$7  
House wine BTL - \$25  
Premium wine BTL - \$32  
Soft drinks - \$3  
Bottled water - \$3

### Host Bar Package Pricing

Domestic Beer/House Wine/Soda

2 Hours \$15 per person

3 Hours \$18 per person

4 Hours \$23 per person

Each additional hour add \$3 per person

Call Liquor/Domestic Beer/House Wine/Soda

2 Hours \$23 per person

3 Hours \$27 per person

4 Hours \$30 per person

Each additional hour add \$6 per person

**\*\*Additional pricing available for premium liquor and import/craft beers.**

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#### GENERAL POLICY INFORMATION

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#### FOOD AND BEVERAGE

ALL FOOD AND BEVERAGES ARE PROVIDED EXCLUSIVELY BY THE HOLIDAY INN INDIANAPOLIS AIRPORT. OUTSIDE FOOD AND BEVERAGE PROHIBITED\*.

(\*INCLUDING ALL ALCOHOLIC AND NON-ALCOHOLIC BEVERAGES)

If outside food & beverage is brought into the banquet facility, the Holiday Inn reserves the right to charge a penalty fee for those items based on current menu pricing.

Please note that prices and menus are subject to change at any time. Menus should be finalized one month prior to the event. Holiday Inn Indianapolis Airport has an open bakery policy for special event cakes such as wedding cakes; you may use any baker that has a proof of insurance, Retail Merchants License, and board of health certificate. There is a cake cutting fee of \$1.50 per person, which includes cake cutting, china, and service. The client is responsible for contacting their baker directly to make arrangements. The hotel staff will not for any reason be responsible for moving wedding cakes.

#### GUARANTEES

Room rental non-refundable deposit is due at the time of booking. Estimated Food & Beverage charges with guaranteed count of attendees will be due approximately (1) month prior to event. Any remaining balance is due (4) days prior to event. You may increase the number of guests up to (72) hours prior to the event, but you may not decrease once the guarantee has been given. All charges will be based on the guaranteed number, or actual attendance, whichever is greater.

#### SERVICE CHARGE AND TAXES

21% service charge added to the event total.

9% tax will be applied to all food and beverage.

7% tax will apply to all other charges.

#### FACILITY FEES

Rental charges apply to all rooms. Function start times and conclusion times are strictly enforced. The additional time must be reserved in advance of the function. Clients may reserve the banquet facilities to be occupied 24 hours daily based on space availability. Additional fees will be assessed. All alcoholic beverage service is suspended 30 minutes prior to the conclusion of the function. An additional room set-up fee may be assessed of up to \$500.00 if room requires setup changed from ceremony to reception.

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#### FOOD AND BEVERAGE

Food items and beverages for buffets and appetizer receptions will only be available for consumption for a maximum period of one hour following the serving time. No food or beverages provided by the hotel may be removed from the property. All alcoholic beverage service is suspended 30 minutes prior to the conclusion of the function.

#### PRICING FOR CHILDREN

Our Chef can produce child friendly meals upon request. Special pricing is available if you choose to have the same buffet meal for the children age three to ten attending your function.

#### SPECIAL DIETARY NEEDS

Our Chef can prepare and meet most special dietary or vegetarian needs. Please make your request in advance to your sales and catering manager. The hotel may not be able to fulfill any requests made without advance notice.

#### BILLING/DEPOSITS

For all food, beverage, and miscellaneous items, a form of payment is due forty eight (48) hours prior to event for any additional charges. Any additional items charged on a consumption basis will be paid at events conclusion. Final payment for all social functions is due one (1) month prior to event. We will provide a Banquet Event Order form with an itemized list of all known charges prior to event. A check will be issued by the hotel within 30 days of the conclusion of the function for any over payments.



#### DECORATIONS

While choosing decorations for your event, please keep in mind the following guidelines:

- Items may not be affixed to the wall in a way in which the walls would be damaged. This includes but is not limited to the use of duct tape, pushpins, glue, nails, etc.
- All candles must be in a container that protects the flame.
- No confetti is permitted. Otherwise, a \$200 additional clean-up fee will be assessed.
- All items must be removed upon the completion of the event.
- The Holiday Inn Indianapolis Airport is not responsible for items damaged or left after the event.

#### MISCELLANEOUS

All events must end by 11 P.M.

The Holiday Inn Indianapolis Airport is a full-service facility.

The Holiday Inn Indianapolis Airport does not permit the following: professional AV equipment, bands, professional singing groups, or instruments. Outside DJs are permitted but must end all music by 10 P.M. Non-Service Animals are not allowed in our Meeting, Pre-function and commercial areas of the hotel. As these items pose an immediate risk of impacting the guest sleeping and include but not limited to the guest service experience and the health and well-being of other patrons, utilizing this facility for overnight accommodations.

#### PERFORMANCE

This agreement is contingent upon the ability of the hotel management company to complete and is subject to labor troubles, disputes or strikes, accidents, government requisitions, restrictions upon travel, transportation, food, beverages or supplies and other causes-whether enumerated herein or not- beyond the control of the management preventing or interfering with the performance.

#### CANCELLATIONS

Holiday Inn Indianapolis Airport reserves the right to assess a cancellation fee. Please see your contract for more specific details.