



**OLYMPIA RESORT**  
HOTEL, SPA & CONFERENCE CENTER

# Wedding Menu

Prices do not include 20% service charge & 5.1% sales tax.  
Prices & service charge are subject to change without notice.

Olympia Resort . 1350 Royale Mile Rd, Oconomowoc, WI 53066 . 262-369-4999

# HORS D'OEUVRES

Butler Service available at a cost of \$30 per hour per server

## CHILLED SELECTIONS

50 Pieces Per Order

### **MARINATED CHEESE TRAY - \$95.00**

Chefs Choice array of cheeses, marinated in roasted red peppers, olives, green onion, tomatoes, oregano, olive oil.

### **MINI MEDALLIONS - \$80.00**

Assortment of Ham, Turkey, & Roast Beef

### **GF JUMBO SHRIMP COCKTAIL - \$130.00**

Served with Cocktail Sauce

### **FIG & GOAT CHEESE FLATBREAD - \$75.00**

Hand cut Calimyrna Fig, marinated in aged Balsamic Vinegar, paired with a creamy savory rosette of goat cheese, fresh chives, and Applewood smoked bacon, all placed on a hand cut flatbread

### **ANTIPASTO SKEWER - \$65.00**

A refreshing skewer of Italian-flavored marinated artichoke, sun-dried tomato, mozzarella cheese, and olive.

### **CRAB STUFFED MUSHROOMS - \$80.00**

Crab Salad stuffed Italian Marinated Mushroom Caps

### **CUCUMBER CANAPES with LOX - \$75.00**

Cucumber Round topped with Cream Cheese & Nova Scotia Lox, fresh Dill Sprig,  
Served on Marble Rye

### **BRUSCHETTA - 85.00**

Toast points topped with fresh Roma Tomatoes, fresh Mozzarella and fresh Basil with a Balsamic glaze drizzle.

## HOT SELECTIONS

50 Pieces Per Order

### **GF MEATBALLS - \$65.00**

Barbeque, Swedish, or Italian

### **MINI BEEF WELLINGTON - \$125.00**

Served with Horseradish Sauce

### **ASPARAGUS & ASIAGO PHYLLO ROLL - \$100.00**

Fresh Asparagus is layered with Asiago cheese and spices and gently rolled in phyllo with a parmesan-panko crust.

### **GF BLUE CHEESE STUFFED DATES - \$85.00**

A sweet and savory blend of imported date stuffed with creamy blue cheese.

### **PETITE CRAB CAKES - \$135.00**

Served with Cajun Remoulade

### **GF RUMAKI-\$95.00**

Bacon wrapped water Chestnuts

### **GF FRENCH ONION PROSCIUTTO STUFFED MUSHROOMS - \$90.00**

Fried Onions, shaved Prosciutto, Asiago Cheese all combined and stuffed into a Jumbo Mushroom cap then sautéed.

### **BRIE & PEAR W/ALMOND PURSE - \$125.00**

Harmonious sweet and savory pairings of smooth, rich Brie cheese with caramelized pear and almonds, wrapped in a light buttery phyllo beggar's purse.

### **PETITE QUICHE - \$65.00**

Assortment of Oscar, Lorraine, & Vegetable

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## HOT SELECTIONS

50 pieces per order

### **WISCONSIN BEER CHEESE FONDUE- \$100.00**

Chef's choice Wisconsin Amber beer combined with local cheese, served with fresh local bread and seasonal vegetables

### **SPANIKOPITA - \$ 90.00**

Spinach & Anisette wrapped in Phyllo Dough

### **ADOBE CHICKEN PHYLLO BEGGARS PURSE- \$90.00**

A blend of yellow rice, diced chicken and Andouille sausage with a blend of fresh herbs, coated in shredded phyllo and crushed spices.

### **GF CANDIED PORK BELLY SKEWER - \$135.00**

Decadent applewood smoked pork belly and fire-roasted Fuji apples in a rich brown sugar glaze

## **DISPLAY PRESENTATIONS**

Each Display Presentation serves approximately 50 Guests

### **SPINACH & ARTICHOKE DIP - \$90.00**

Served with fresh Pita Chips

### **TACO SALAD - \$95.00**

Served with fresh Tortilla Chips

### **WISCONSIN CHEESE & SAUSAGE DISPLAY \$100.00**

Assorted Wisconsin Cheese, Sausage & Crackers

### **GF SUMMER VEGETABLE DISPLAY - \$90.00**

Served with fresh Cucumber Dill Dip

### **GF ANTIPASTO DISPLAY - \$95.00**

Assortment of marinated Italian Meats & Vegetables

### **GF SLICED FRESH SEASONAL FRUIT DISPLAY \$90.00**

Served with fresh Fruit Yogurt Dressing

## DRY SNACKS

One Pound serves approximately 15 guests

**PRETZELS - \$15.00/Pound**

**SNACK MIX - \$15.00/Pound**

**MIXED NUTS - \$25.00/Pound**

**NACHO CHIPS WITH SALSA - \$19.00/Pound**

**POTATO CHIPS WITH DIP - \$19.00/Pound**

**BEER CHEESE& CRACKERS - 22.00/ Pound**

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## **LATE NIGHT SELECTIONS**

**3' SUB WHEEL (16-18 SLICES) - \$65.00**  
**WI CHEESE CURDS (50 PCS) - \$90.00**  
**16" CHEESE PIZZA - \$15.00**  
**16" TWO TOPPING PIZZA - \$17.00**

**CHICKEN DRUMMIES (50pcs) - \$90.00**  
**SLIDERS (50pcs) - \$100.00**  
**16" ONE TOPPING PIZZA - \$16.00**  
**16" SPECIALTY PIZZA - \$19.00**

### **CONSUMPTION GUIDELINES**

In planning your Reception, experience suggests that you assume the following for Hors d'Oeuvres consumption. These are Guidelines only.  
Personal suggestion from our Chef is available upon request for your specific Group.

#### **RECEPTION PRECEDING DINNER**

45-60 minutes: 6-8 Hors d'Oeuvres per Guest

#### **RECEPTION WITHOUT A DINNER**

45-60 minutes: 8-10 Hors d'Oeuvres Pieces per Guest  
60-90 minutes: 14-16 Hors d'Oeuvres Pieces per Guest  
90+ minutes: 18-20 Hors d'Oeuvres Pieces per Guest

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# STATION MENU

A minimum of Three Station Selections are required when selected as an alternative to a Plated or Buffet Dinner.  
Priced for a minimum of 50 guests with 60 minutes of continuous service.  
Coffee, Tea & Milk included with Stations.

## **BRUSCHETTA BAR - \$12.00/Person**

Fresh baked Crostini with Assorted Toppings  
Fresh Tomato, Basil, Mozzarella, Roasted Garlic, Pesto,  
Kalamata Olive Tapenade, Hummus, Sun-Dried Tomato  
Pesto & Parmesan Cheese

## **PASTA STATION - \$12.00/Person**

Penne & Linguine Pasta with Garlic Alfredo & Marinara  
Sauce, Roasted Peppers, Kalamata Olives, Sautéed  
Mushrooms, Roasted Garlic in Extra Virgin Olive Oil,  
Parmesan Cheese, Grilled Chicken, Italian Sausage,  
Fresh Baked Garlic Bread



## **BAKED POTATO BAR - \$10.00/Person**

BAKED Yukon Gold Potatoes with Bleu Cheese,  
Shredded Cheddar, Scallions, Roasted Garlic, Butter,  
Sour Cream, Horseradish & Chopped Bacon

## **SALAD BAR - \$13.00/Person**

Baby Greens and Chopped Romaine Hearts with  
Bacon, Blue Cheese, Cheddar, Parmesan, Chopped Boiled Eggs,  
Tomatoes, Cucumbers, Baby Carrots, Celery, Broccoli &  
Cauliflower Florets, Red Onions, Peppers, Mushrooms,  
Croutons, Fresh Ground Pepper,  
Assorted Dressings, Fresh Baked Rolls & Butter

## **FAJITA STATION - \$14.00/Person**

Carne Asada Beef & Fajita Chicken with warm Tortillas,  
Lettuce, Tomato, Chopped Onion, Pico de Gallo,  
Shredded Cheddar, Guacamole, Picante Sauce,  
Black Beans & Fresh Tortilla Chips

## **DESSERT STATION - \$8.00/Person**

An assortment of Mini Fruit Tartlets, Cheese Cakes & Pastries  
**Add our Chocolate Fountain - \$5.00/Person**

# CARVING STATION

Served with fresh bakery rolls and condiments.  
Pricing is per order. Each order serves approximately 50 Guests.  
Carver Fee is \$30.00 /Carver.

## **VIRGINIAN HAM - \$135.00**

Served with Honey Mustard Sauce

## **PORK LOIN - \$155.00**

Served with Chipotle Raspberry Sauce

## **TURKEY - \$135.00**

Served with Cranberry Aioli

## **PRIME RIB - Market Price**

Served with Horseradish Sauce

## **TENDERLOIN - Market Price**

Served with Garlic Aioli

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# DINNER ENTREES

All Dinner Entrees include choice of one Starter, Chef's Choice Seasonal Vegetable, Dinner Rolls with Butter,  
Each Dinner Entrée includes choice of Coffee, Tea or Milk

## STARTERS

**GF** **FRESH SPINACH WITH STRAWBERRIES,  
GOAT CHEESE & CANDIED PECANS**  
Dressed with Strawberry Balsamic Vinaigrette

**GF** **CAPRESE SALAD**  
Sliced Tomatoes & Fresh Mozzarella  
Dressed with Balsamic Vinegar Olive Oil

**GF** **BIBB LETUCE &  
FRESH SEASONAL BERRIES**  
Dressed with Citrus Vinaigrette

**OLYMPIA HOUSE SALAD**  
Mixed Greens, Fresh Vegetables  
Dressed with House Vinaigrette

## ENTRÉE SELECTIONS

Includes Choice of Two Entrée Selections for groups of 50 or more people. A Third Entrée Selection, with the exception of Vegetarian Options may be added for an additional \$1.50 per person.

**GF** **PAN SEARED DUCK BREAST- \$28.00**  
breast of Duck pan seared and finished in the oven then garnished with a Raspberry Chutney. Served with Yukon Gold Mashed and the Chefs vegetable.

**CHICKEN PRIMAVERA - \$25.00**  
Spring Vegetables wrapped with Chicken in a Lemon Perfumed Cream Sauce served with Roasted Fingerling Potatoes and the Chefs vegetable.

**MISO MARINATED COD \$26.00**  
Miso Marinated Black Cod baked to perfection served with sautéed field greens and wild rice.

**PECAN CRUSTED PORK - \$25.00**  
Pan Seared with Pecan Flour, topped with Calvados Sauce, Served with Roasted Red Potatoes and the Chefs vegetable.

**GF** **GRILLED SIRLOIN FILET STEAK - \$27.00**  
Served with Port wine Demi Glace  
On Yukon Mashed Potatoes and the Chefs vegetable.

**GF** **TUSCAN BEEF TENDERLOIN**  
**\$33.00**

Slow Roasted Whole, Sliced, Topped with roasted red peppers and fresh sautéed spinach, garlic, cracked pepper mustard demi on Yukon Mashed Potatoes and the Chefs vegetable.

**GF** **VEGETABLE STRUDEL - \$22.00**  
Yukon Gold Potatoes & Portabellas, Leeks & Sun Dried Tomatoes with Caramelized Onion Cream Sauce,  
Served with Couscous

**CHICKEN MARSALA - \$25.00**  
Tender seared Chicken Breast topped with Marsala Mushroom Sauce, served with Yukon Gold Mashed Potatoes and the Chefs vegetable.

**GF** **CHICKEN BOURSIN - \$25.00**  
Stuffed with Mushrooms, Ham & Boursin Cheese  
Finished with Sauce Au Natural on  
Yukon Gold Mashed Potatoes and the Chefs vegetable.

**GF** **GRILLED SALMON - \$26.00**  
Atlantic Salmon grilled with Olive Oil, topped with Dill Cream Sauce, served with Roasted Red Potatoes and the Chefs vegetable.

**LAMB OSSO BUCCO - \$30.00**  
Slow Roasted leg of Lamb served with aged cheddar Polenta and Au Jus and the Chefs vegetable.

**GF** **FILET NAPOLEON - \$35.00**  
Petite Filet topped with Grilled Portabella and Madeira Wine Sauce, served with Yukon Gold Mash Potatoes and the Chefs vegetable.

**GF** **VEGETABLE NAPOLEON - \$21.00**  
**(VEGAN)**  
Grilled Eggplant, Zucchini, Yellow Squash, Red Onion, & Tomato, served with Wild Rice Pilaf

**MUSHROOM FLORENTINE - \$22.00**  
A blend of Wild Mushroom sautéed with fresh Spinach, garlic and white wine tossed with Linguini.

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## ENTRÉE COMBINATIONS

**GF** FILET &  
GRILLED SALMON

**\$34.00**

Petite Filet and Gilled Atlantic Salmon,  
With Dill Cream Sauce,  
Served with Roasted Red Potatoes and the Chefs  
vegetable.

**GF** SIRLOIN FILET STEAK &  
CHICKEN BOURSIN

**\$32.00**

4oz Sirloin Filet Steak with Red wine Demi Glace,  
Chicken Boursin with Sauce Au Natural,  
Served with Yukon Gold Mashed Potatoes and the Chefs  
vegetable.

**GF** SURF & TURF  
**\$39.00**

Tenderloin Filet with a Jumbo Grilled Shrimp,  
Served with Yukon Gold Mashed Potatoes and the  
Chefs vegetable.

**SPRECHER ROOTBEER GLAZED  
PORK TENDERLOIN &  
CHICKEN MARSALA**

**\$32.00**

Slow Roasted Pork Tenderloin and Chicken Marsala,  
Served with Yukon Gold Mashed Potatoes and the Chefs  
vegetable.

**GF** SPINACH & FETA STUFFED  
CHICKEN  
MISO MARINATED COD

**\$33.00**

Stuffed chicken breast, Miso Marinated Baked Black Cod  
served with  
Roasted Red Potatoes and the Chefs vegetable.

## CHILDREN'S MEALS

For children 12 years and younger  
All Children's Meals are served with Fruit Cup and French Fries

**KIDS PIZZA - \$10.00**

**CHICKEN TENDERS - \$10.00**

**KID'S BURGER - \$10.00**

**KID'S HOT DOG - \$10.00**

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# DINNER BUFFETS

TWO ENTREES - \$27.00

THREE ENTREES - \$29.00

50 Guest Minimum

Dinner Buffets include Tossed Salad with Assorted Dressings, Three Composed Salads,  
Dinner Rolls with Butter, One Starch Choice, One Vegetable Choice.

Dinner Buffets include Coffee, Tea, & Milk

## ENTRÉE SELECTIONS

**GF** CHICKEN BOURSIN

CHICKEN MARSALA

PECAN CRUSTED PORK

PASTA PRIMAVERA

**GF** GRILLED SALMON

TENDERLOIN OF PORK

TENDERLOIN TIPS

**GF** ROAST SIRLOIN

CHEF CARVED PRIME RIB

**GF** GRILLED SIRLOIN FILET STEAK

\$30 Carver Fee Applies

## STARCH SELECTIONS

**GF** YUKON GOLD MASHED POTATOES

**GF** ROASTED RED POTATOES

GARLIC HERB LINGUINI

**GF** WILD RICE PILAF

PENNE PASTA ALFREDO

BAKED IDAHO POTATOES

## **GF** VEGETABLE SELECTIONS

BABY GREEN BEANS

HONEY GLAZED CARROTS

FRESH CALIFORNIA VEGETABLES

BUTTERED SUGAR SNAP PEAS

CHEF'S FRESH SEASONAL  
VEGETABLES

SAUTEED FRESH  
ITALIAN VEGETABLES

GLAZED BRUSSEL SPROUTS

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# HOST BAR PACKAGES

Four Hours of Continuous Service, Not to exceed 11:00PM.

Minimum 50 Guests

Additional Hours are \$8.00/Guest, Per Hour

Package Prices do not include Shots or Wine & Champagne served with Dinner

## HOUSE PACKAGE

**\$21.00/Person**

Vodka

Gin

Brandy

Whiskey

Bourbon

Scotch

Tequila

Rum

Peach Schnapps

Triple Sec

Amaretto

Two Domestic Bottled Beers

Two House Wines

Soda By The Glass

## CALL PACKAGE

**\$23.00/Person**

All House Items

Smirnoff Vodka

Tanqueray Gin

Korbel Brandy

Seagrams 7 Crown Whiskey

Jim Beam Bourbon

Southern Comfort

Dewars Scotch

Jose Cuervo Tequila

Bacardi Rum

Captain Morgan Spiced Rum

Malibu Rum

Two Domestic Bottled Beers

Four House Wines

Soda By The Glass

## PREMIUM PACKAGE

**\$25.00/Person**

All House & Call Items

Absolut Vodka

Absolut Citron

Patron Tequila

Bombay Sapphire Gin

Crown Royal Whiskey

Jack Daniels Whiskey

Jameson Irish Whiskey

Maker's Mark Bourbon

Glenfiddich Scotch

Grand Marnier

Kahlua

Bailey's Irish Cream

Three Domestic or Premium  
Bottled Beers

All Six House Wines

Soda By The Glass

## DOMESTIC BOTTLED BEER SELECTIONS

Miller Lite, Miller High Life, Miller Genuine Draft, Budweiser, Bud Light, Pabst Blue Ribbon

## PREMIUM BOTTLED BEER SELECTIONS

Blue Moon, New Glarus Spotted Cow, Leinenkugel's, Lakefront IPA,  
Lakefront Riverwest Stein, Samuel Adams, Heineken

## HOUSE WINE SELECTIONS

Cabernet Sauvignon, Merlot, Chardonnay, White Zinfandel, Pinot Grigio, Pinot Noir

### MINORS

Soda By The Glass

**\$6.00/Person**

### BEER, WINE, & SODA PACKAGE

Two Domestic Tap Beers, Two House Wine Selections, Soda by the Glass

**\$17.00/Person**

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# RECEPTION BEVERAGE SELECTIONS

## Cash Bar & Host Bar

Bars are set to provide a full range of Mixed Drinks, Wines By The Glass,  
Domestic Bottled Beers & Imported/Premium Bottled Beers.  
Set-up, Glasses, & Mixers are included. Prices may vary for Specialty Drinks.

**SODA - \$2.00/Glass**

**JUICE - \$3.00/Glass**

**DOMESTIC BEER - \$3.75/Bottle**

Miller Lite, Miller High Life, Miller Genuine Draft, Miller 64,  
Budweiser, Bud Light, Coors Light, Pabst Blue Ribbon

**PREMIUM DOMESTIC BEER - \$4.50/Bottle**

Blue Moon, Lakefront Riverwest Stein, Lakefront IPA, New Glarus Spotted Cow,  
Leinenkugel's, Samuel Adams

**IMPORTED BEER - \$4.75/Bottle**

Corona, Heineken, Stella Artois

**HOUSE BRANDS - \$4.25-\$5.25/Drink**

**CALL BRANDS - \$4.75-\$5.75/Drink**

**PREMIUM BRANDS - \$5.75-\$7.00/Drink**

**IMPORTED CORDIALS - \$7.00/Drink**

**HOUSE WINE - \$5.00/Glass \$23.00/Bottle**

**HOUSE CHAMPAGNE - \$6.50/Glass \$23.00/Bottle**

**BEER - DOMESTIC ½ BARREL - \$250.00**

Budweiser, Bud Light, Miller Genuine Draft, Miller Lite, Coors Light

**BEER - PREMIUM DOMESTIC ½ BARREL \$295.00-\$325.00**

Samuel Adams, New Glarus Spotted Cow, Lakefront IPA, Lakefront Riverwest Stein

**BEER - IMPORTED ½ BARREL \$325.00-\$375.00**

Guinness, Heineken

**FRUIT PUNCH - \$35.00/Gallon**

**SPIKED PUNCH - \$50.00/Gallon**

**CHAMPAGNE PUNCH - \$50.00/Gallon**

The Sale & Service of Alcoholic Beverages to our guests is regulated by the State of Wisconsin. Olympia Resort is responsible for the administration of their regulations. Alcoholic Beverages may be purchased or consumed by persons 21 years of age or older. Proof of age required by Valid State Photo Identification.

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# GIFT OPENING BRUNCH OPTIONS

A \$25.00 Service Charge will be applied if less than 20 Guests are guaranteed.

## CONTINENTAL BREAKFAST BUFFETS

### **QUICK START - \$10.00/Person**

Regular & Decaf Coffee, Assorted Hot Teas, Assorted Juices, Assorted Breakfast Pastries

### **CARPE DIEM - \$13.00/Person**

Regular & Decaf Coffee, Assorted Hot Teas, Assorted Juices, Assorted Breakfast Pastries, Doughnuts, Bagels with Cream Cheese and Sliced Fruit

## HOT BREAKFAST BUFFETS

Available for Groups of 40 or more

### **TRADITIONAL BREAKFAST - \$13.00/Person**

Regular & Decaf Coffee, Assorted Juices & Milk, Sliced Fresh Fruit, Danish Krinkles, Scrambled Eggs, American Fries with Peppers & Onions, Pancakes with Maple Syrup and choice of Ham, Bacon, or Sausage

### **THE OLYMPIA BREAKFAST - \$16.00/Person**

Regular & Decaf Coffee, Assorted Juices & Milk, Sliced Fresh Fruit, Danish Krinkles, Scrambled Eggs, American Fries with Peppers & Onions, Sausage & Biscuits, Pancakes with Maple Syrup and Choice of two of the following Ham, Bacon, or Sausage

### **THE EXECUTIVE BRUNCH - \$20.00/Person**

Regular & Decaf Coffee, Assorted Juices & Milk, Sliced Fresh Fruit, Danish Krinkles, Scrambled Eggs, American Fries with Peppers & Onions, Sausage & Biscuits, Pancakes with Maple Syrup, Ham, Bacon, Sausage, Tossed Salad with Assorted Dressings, Two Composed Salads (Chef's Choice), Seasonal Vegetable, Eggs Benedict, Potato (Chef's Choice) Sirloin of Filet, Chicken Roulade, Dinner Rolls & Butter, Chef's Choice Dessert

## PLATED BREAKFASTS

Available for Groups of 100 or fewer

### **RISE & SHINE - \$12.00/Person**

Scrambled Eggs & Bacon served with Breakfast Potatoes & Toast

### **MORNING IN PARIS - \$13.00/Person**

Frangelico French Toast with Candied Pecans served with Fresh Sliced Fruit

### **BREAKFAST WRAP - \$12.00/Person**

Warm Flour Tortilla with Egg, Ham & Cheese served with Breakfast Potatoes

### **QUICHE - \$14.00/Person**

Choice of Lorraine, Au Fomage, or Florentine served with Fresh Sliced Fruit

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# REHEARSAL DINNER OPTIONS

All Rehearsal Dinner Options include Coffee, Tea, or Milk.

## **WISCONSIN FISH FRY BUFFET - \$22.00/Person**

Fried Icelandic Cod, Baked Icelandic Cod, Mixed Greens Salad with Assorted Dressings, Crispy Coleslaw, Potato Pancakes & Syrup, Hot German Potato Salad, Apple Sauce, Tartar Sauce, Drawn Butter, Chef's Choice Dessert  
Add Baked or Fried Chicken for an additional \$4.00 per person

## **PIZZA BUFFET - \$18.00/Person**

Assorted Pizzas, Tri Pasta Vinaigrette Salad, Fresh Romaine Caesar Salad, Sautéed Italian Vegetables, Bread Sticks with Marina, Chef's Choice Dessert

## **THE OLYMPIA TAILGATER - \$28.00/Person**

Grilled Bratwurst with Sauerkraut, Grilled Hamburgers, BBQ Ribs, 7 Layer Salad, Fresh Vegetables with Dip, Sliced Watermelon, Potato Salad, Crispy Coleslaw, Corn on the Cob, Baked Beans, Fresh Bakery Buns, Assorted Condiments, Lettuce, Tomato, Pickle, Onion, Strawberry Shortcake

## **ITALIAN DINNER - \$30.00/Person**

Chicken Marsala, Lasagna, Pasta Alfredo, Caesar Salad, Antipasto Display, Tri Pasta Vinaigrette Salad, Fresh Italian Vegetables Sautéed with Garlic, Bread Sticks with Marina Sauce, Tiramisu

## **POOL SIDE PIG ROAST - Market Price**

(Seasonal - Minimum of 50 Guests)

Whole Hog Slow Roasted on site, Chef Carved & Served with Bakery Buns & Condiments, 7 Layer Salad, Fresh Vegetables with Dip, Sliced Watermelon, Potato Salad, Coleslaw, Baked Beans, Corn on the Cob, Chef's Choice Dessert

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# BANQUET POLICIES

1. To ensure the success of your event, all details including menu selection, room set-up, estimated number of attendees, and any other specifics relating to your event are due thirty (30) days prior to your event.
2. A 20% Service Charge applies to all food and beverage ordered through the Catering Department. In accordance with state law, 5.1% Wisconsin Sales Tax is then added to the total amount. Groups requesting state tax exemption, must submit their State Tax Exemption Form at least two (2) weeks prior to the scheduled function.
3. A final guaranteed count is the responsibility of the client, to be given to Olympia by 12 Noon, five (5) business days prior to the event. If the hotel does not receive the guarantee by this time, the booking party will be charged for the full person count listed on the contract, unless the actual number of persons is greater. This guarantee is the minimum count you will be charged for and cannot decrease. Please notify the Catering Department as soon as possible if your count increases.
4. Olympia cannot be responsible for service to more than five percent (5%) over the final guarantee.
5. Prices listed on the menus are subject to change without notice. Firm food prices can be guaranteed in writing sixty (60) days prior to the event, if requested.
6. Please choose one or two entrees only, per menu requirements. For additional entrée requests above and beyond menu requirements, please contact the Catering Department for applicable surcharges. Client must provide place cards to notify server of selection if more than one entrée is offered.
7. Buffet Dinners are prepared based on final guarantee of attendees. Buffet items will be replenished until all guests in attendance have proceeded through the buffet line. Once attendees have been served, one buffet line will remain open for an additional thirty (30) minutes to accommodate any late arrivals or second helpings. Buffet items will not be replenished during this time.
8. Wisconsin Health Code states that no food or beverage items that remain uneaten after an event, may be removed by the customer or its attendees. Serving any food or beverage on our premises that is not purchased from Olympia is also prohibited by state law. Wedding Cakes will be allowed when purchased through a licensed distributor.
9. Banquet and meeting rooms are assigned by guaranteed number of guests, as well as food and beverage requirements. Olympia reserves the right to assign the facilities most suited to the size and type of function being held.
10. Due to staffing requirements, catered functions of less than 20 people will be charged a labor fee of \$25.00.
11. If a private bar is requested, and beverage consumption does not equal or exceed \$150.00 per hour, per bartender, a \$30.00 per hour, per bartender charge will be assessed to the banquet check.
12. Olympia does not allow affixing anything to our walls, floors, or ceilings with tape, staples, nails or any other substance. Our Banquet Department will hang banners upon advanced request for a nominal labor fee.
13. The client agrees to the responsibility of any damage to the property or equipment by members, guests, or outside groups contracted by the client during the period of time functions are held at Olympia. Olympia reserves the right to immediately terminate service or occupancy in case of violation of any laws, regulations, or hotel policies.
14. Olympia does not assume responsibility for the damage or loss of any articles brought on premises such as decorations, wedding cakes, cake and table accessories, card boxes, A/V or electrical equipment, etc. Security arrangements should be made for all items left unattended for any time. It is the responsibility of the client to remove all personal items following the event. Items remaining for three (3) days following an event will be disposed of by Olympia.
15. Olympia must be notified in advance of any special service needs for set-up of entertainment (i.e.: staging, electrical needs, etc.), which will be charged accordingly.
16. All pricing is per person unless otherwise noted.

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