

# Menu & Pricing

7200 North Scottsdale Road Scottsdale, AZ 85253 Kate Gallagher Wedding & Special Event Manager 480-951-5144 kateg@scottsdaleplaza.com www.scottsdaleplaza.com



# \$

# Ceremony and Reception Package

- Complimentary use of ceremony & reception space
- Choice of white, black or sandalwood linens
- Mirror and votive candles on each dining table
- Special wedding chairs for the bride and groom
- Dance floor
- Wedding skirting on the cake table, sweetheart or head table, gift table and place cards table
- Complimentary suite accommodations for your wedding night
- Special guest room rates for your guests

...\$2,000++

# Ceremony Only Venue Rental

Gazebo	\$1,050++
Cypress Court	\$2,000++
Terraza	\$2,800++
Ballroom	\$3,000++
La Valencia	\$1,000++

Reception Only - Cost based on per person food and beverage commitment. Wedding Specialist to advise amount based on guest count.





# Hot Passed and/or Stationary Hors d'Oeuvres

### Butler Pass Fee \$200 | Prices are Based on 25 Pieces

White Course Chicken Lellinger Course die	¢175
White Sesame Chicken Lollipops – miso dip	
<b>Truffle Essence Polenta Bites</b> v GF – wild mushroom duxelle	
Crab & Corn Fritters – cumin crème fraîche	
<b>Tandoori Chicken Skewers</b> F – roasted garlic yogurt dip F	\$180
House–Smoked Pulled Pork – corn scallion cake, bbq sauce	\$180
Mini Crab Cakes – lemon aioli GF.	\$200
Parmesan Filet Taco – seared filet, fried leeks, peppercorn aioli	\$220
Duck and Cashew Spring Rolls – walnut teriyaki aioli	\$200
Chicken & Cabbage Pot Stickers – yuzu sauce	\$180
Pork Pot Stickers – black garlic dipping sauce	\$180
Artichoke Fritters v – tarragon crème.	\$150
Wild Mushroom Risotto Cake (V) (F) – balsamic roasted tomato chutney	\$180
Smoked Pork Slider – buttermilk biscuit, chipotle slaw	\$200
Lamb Chop Popsicles <sup>(gf)</sup> – zinfandel glaze	\$250
Lobster Quesadillas – coriander tomatillo sauce	\$250
Mini Baja Fish Tacos – roasted corn salsa, chipotle aioli	\$175
Buffalo Chicken Sliders – blue cheese slaw	\$200
Walnut & Brie Tart v – grape salsa	\$150
Braised Short Rib Quesadilla – avocado relish, picante crème.	\$180
Sesame Crusted Crab Cake GF – pickled ginger, wasabi aioli	\$225
<b>Butternut Squash Gnocchi Spoon</b> v – creamy sage sauce	\$175
Portobello Mushroom Empanada v – rustic tomato vinegar sauce	\$180
Firecracker Shrimp <sup>GF</sup> – sweet chili lime	\$200
Chicken and Green Chili Taquito – guacamole, house salsa.	\$180
Southwest Chicken on Sugar Cane	\$180
Lamb Tenderloin Brioche – tart apple marmalade, red chili chutney.	\$225
Vanilla Smoked Scallop GF – cucumber, habanero reduction, mango chutney	\$225



# Cold Passed and/or Stationary Hors d'Oeuvres

### Butler Pass Fee \$200 | Prices are Based on 25 Pieces

Almond Dusted Chevre Cheese Truffles (v) (er) – lavender honey scented
Cherry Compote & Mascarpone Crostini (V)
<b>Triple Cream Tartlette</b> v – cherry gastrique pipette
<b>Tomato Caprese Forks</b> OF – balsamic reduction \$175
<b>Fig Crostini</b> v – caramelized onions, balsamic glazed figs, crumbled Roquefort cheese. \$175
Apricots & Spiced Walnut Endive Cups (V) (GF) – whipped goat & gorgonzola cheese, lavender infused local honey
<b>Tuna Tartar Cornucopia</b> – wasabi crème fraîche\$220
Shrimp Crostini – candied pineapple, mascarpone
Salami Coronet – layered salami and herb whipped cheese
<b>Pesto Chicken Canapé</b> – tortilla cup, sweet pepper tapenade
Smoked Salmon Rose – caper, dill, pumpernickel
Ahi Stack GF – sushi rice, ahi tuna, nori, wasabi caviar
<b>Jamaican Shrimp</b> <sup>(GF)</sup> – island spiced shrimp on cucumber coins. \$200
Summer Roll v v - fresh veggies, rice paper, hoisin glaze. \$180
<b>Vegetarian Wonton Cone</b> – fresh veggies, herb cream cheese. \$180
Crab Wonton Taco v – crab salad, avocado, wasabi cream\$225
Strawberry Brie Pipette ( ) ( F ) – balsamic reduction
Manchego Black Olive Canapé (v) (vc) – sun-dried tomato salad, crostini
<b>Boursin Stuffed Cherry Tomato</b> v vc – tiny toast
<b>Deviled Eggs</b> – chef selection of seasonal flavors
Ratatouille Endive Cup (GF) – arugula pesto





# Reception

#### Imported and Domestic Cheese Board V

Dried fruits, nuts, flatbreads, crackers 25 guests \$300 | 50 guests \$550 | 100 guests \$1,050

# Seasonal Vegetable Crudités and Dips V VG GF

25 guests \$175 | 50 guests \$350 | 100 guests \$700

### Mediterranean Table of Plenty (v) (vo

Hummus, Tzatziki, Three-Olive Tapenade, Tomato Artichoke Spread, Fiery Feta Dip, Assorted Olives, Baby Cucumbers, Roasted Artichoke Bottoms, Falafel, Tabouli, Grilled Seasonal Vegetables, Grilled Pita, Flatbreads, and Crostinis

25 guests \$300 | 50 guests \$550 | 100 guests \$1,050

#### Antipasto Display

Assorted Cured Meats, Marinated Baby Mozzarella, Smoked Provolone, Roasted Red Peppers, Marinated Artichokes, Pickled Peppers, Olives, Sun-Dried Tomato, Radishes, Breadsticks, Baguette \$27 per quest

#### Baked Brie En Croûte (v)

Seasonal Fruits, Berries, Nuts, Baguette 25 guests \$300

#### Chips and Dips

Kettle Chips, Loaded Baked Potato Dip, French Onion Dip \$12 per guest

#### Chips and Salsa V WG

Jalapeño Queso Dip, House Salsa \$10 per guest

#### The Grazing Table

Assorted Meats and Cheeses, Seasonal Fruits and Berries, Chef Selection of Deviled Eggs, Assorted Mustards, Chef Selection of Spreads,
Local Honey, Grilled Seasonal Vegetables, Olives, Pickles, Crostini, Crackers, and Artisan Breads
\$27 per guest

## Dessert Station (v)

Assorted Cheesecakes, Cakes and Petite French Pastries \$22 per guest

#### Mini Dessert Station (v)

Assorted Mini Cupcakes, Fudge, Macaroons, and Cake Pops \$29 per guest





# Stations

### Slider Station ♥ \$35 per guest

Assorted Slider Buns, Brioche, Hawaiian, Onion

#### Meats

Angus Beef, Molasses BBQ Pulled Pork, Turkey, Black Bean Vegetarian

#### Accoutrements

Smoked Cheddar, Gruyere, Muenster, Swiss, Provolone, Gherkins, Red Onion, Caramelized Onion, Tomato, Coleslaw, Shredded Iceberg, Ketchup, Mayo, Dijon, Chipotle Aioli, BBQ Sauce, Sriracha Horseradish

House-Made Kettle Chips (V)

## Quesadilla Station \$28 per guest

Corn and Flour Tortillas

Achiote Chicken Machaca <sup>(g)</sup>
Citrus Jalapeño Marinated Skirt Steak <sup>(g)</sup>
Chili Rubbed Rock Shrimp <sup>(g)</sup>
Arizona Nopales <sup>(V)</sup>

Cilantro, Onion, Tomato, Caramelized Onion, Black Beans, Cheddar Jack, Oaxaca, Mozzarella, Cotija, Salsa de Asado al Fuego, Tomatillo Salsa, Pico de Gallo, Mexican Crema, Guacamole

Chef's fee of \$175.00 per hour per chef (2 hour minimum)

#### Street Taco Cart \$32 per guest

4" Corn Tortillas and Flour Tortillas

Fire Roasted Green Chili Chicken (F)
Slow Cooked Barbacoa Beef (GF)
Carnitas Style Tofu (V) (GF)

#### Condiments (V)

Lime Wedges, Shredded Cabbage, Queso Fresco, Tomato, Roasted Corn Guacamole, Salsa, Cilantro, Tomatillo Salsa, Crema





# Stations

#### Pasta Station \$35 per guest

#### Pasta Selection (Choice of 2)

Gemelli, Penne, Linguini, Gluten Free, Gnocchi

#### Sauces (Choice of 3)

Heirloom Tomato Vodka Cream V, Roasted Garlic Pomodoro V, Parmesan Cream V, Green Chili Béchamel, Pesto V

#### Protein (Choice of 2)

Italian Sausage, Herb Grilled Chicken Breast, Shrimp, Braised Short Rib

#### **Toppings**

Marinated Tomato, Spinach, Roasted Mushroom, Shaved Fennel, Artichoke Hearts, Pepper Flakes, Shaved Parmesan, Basil, Roasted Elephant Garlic V Vo

Chef's fee of \$175.00 per hour per chef (2 hour minimum)

### Mac-n-Cheese Bar \$34 per guest

#### Pastas

Chef's Selection of (2) Pastas

#### **Toppings**

Bacon, Chorizo, Rock Shrimp, Mushrooms, Caramelized Onion, Blue Cheese, Fresh Mozzarella, Cheddar, Green Onion, Peas, Roasted Poblano Peppers, Chili Con Carne

#### Sauces

Alfredo, Pesto Cream, Five Cheese V

Chef's fee of \$175.00 per hour per chef (2 hour minimum)

#### Farmers Market \$28 per guest

Field Greens, Romaine Lettuce, Baby Iceberg V VG GF

Feta Cheese, Crumbled Goat Cheese, Cheddar Jack Blend, Parmesan, Grape Tomato, Cucumber, Roasted Corn, Farm Radish, Hard Boiled Egg, Garbanzo Beans, Kidney Beans, Sliced Mushrooms, Toasted Almonds, Seasoned Pumpkin Seeds, Dried Cranberry, Sunflower Seeds

Dressings V GF

Buttermilk Ranch, Herb Vinaigrette, Balsamic Vinaigrette, Avocado Lime, Blue Cheese, Lemon Dill, Greek Yogurt Ranch, Chipotle Honey Vinaigrette





# Stations

#### Sauté Station

#### Petite Steak @

Leeks, Truffle Compound Butter

### Langostinos @

Diced Heirloom Tomato, Garlic, Shallot, Wine

#### Chicken (F)

Wild Mushrooms, Madeira Reduction

### Shrimp @

Tomato, Herbs, Shallot, Garlic, Fried Capers

#### Farm Fresh (V) (VG)

Seasonal Vegetables, Garlic, Shallot, Herbs, Red Wine

Choice of One - \$25 per guest

Choice of Two - \$36 per guest

Choice of Three - \$44 per guest

Chef's fee of \$175.00 per hour per chef (2 hour minimum)

# Carving Station

(Minimum 50 Guests)

#### Filet Mignon \$38 per guest

Red Wine Mushroom Demi, Blue Cheese Crumbles, Hawaiian Rolls

#### Prime Rib \$38 per guest

Herb Butter, Horseradish Cream, Sourdough Rolls

#### Turkey Breast \$28 per guest

Giblet Gravy, Bourbon Cranberry Relish, Artisan Rolls

#### Bone-in Pit Ham \$25 per guest

Maple Glaze Smoked, Sweet Hot Mustard, Artisan Rolls

#### Pork Loin \$28 per guest

Pineapple Jalapeño Glaze, Red Onion Marmalade, Hawaiian Rolls

### New York Strip \$35 per guest

Cowboy Butter, Sautéed Mushrooms, Buttermilk Biscuits

Chef's fee of \$175.00 per hour per chef (2 hour minimum)





# Plated Dinner

All Plated Dinners are Served with Salad, Custom Wedding Cake, Bakery Fresh Rolls and Butter,
Freshly Brewed ROC<sup>2</sup> Regular And Decaffeinated Coffee, Selection of Herbal Teas
Choice of 2 or 3 Entrées – Add **\$8.00** to Highest Priced Entrée
Group is Required to Provide Place Cards and Entrée Counts 7 Business Days Prior to Function.

### Salads

#### Grilled Rustic Caesar 🔻

Grilled Hearts of Romaine, Pecorino Croûtons, Shaved Parmesan, Tequila Herb Vinaigrette

#### Roasted Cauliflower V VG GF

Chickpeas, Cauliflower, Roasted Red Onion, Kale, Chopped Basil, Tangy Lemon Tahini Dressing

#### Farmer's Greens

Mixed Field Greens, Grape Tomato, Cucumber, Carrot, Red Onion, House Buttermilk Ranch

#### Roasted Beet (V) (GF)

Assorted Beets, Rocket Arugula, Toasted Walnuts, Crumbled Chèvre, Red Wine Vinaigrette

### Heirloom Caprese V GF

Baby Arugula Bed, Heirloom Tomato, Basil, Buffalo Mozzarella, Balsamic Reduction

## Baby Kale and Frisée V VG GF

Baby Greens, Roasted Nuts, Dried Cranberries, Grapefruit Segments, Honey Vinaigrette

#### The Wedge @

Bacon Lardons, Heirloom Cherry Tomatoes, Candied Pecans, Apple, Crumbled Blue Cheese Dressing

#### Entrées

### Chimichurri Chicken \$66 per quest

Grilled Chicken Breast, Provolone Cheese, Chimichurri Sauce, Roasted New Potatoes, Peruvian Green Beans

#### Yucatan Breast \$66 per guest

Achiote Chicken, Sweet Pea Basmati Rice, Cucumber Mango Pico, Grilled Seasonal Vegetable

#### Pancetta Thyme Roasted Game Hen © \$70 per guest

Half Hen, EVO Poached Carrots, Smashed Buttered Baby Reds, Molasses Pan Jus

#### Oaxacan Chop © \$72 per guest

Grilled Bone-in Pork Chop, Green Chili Risotto, Steamed Seasonal Vegetable, Oaxacan BBQ Sauce

#### Pork Medallion © \$74 per guest

Apple Ancho Chili Gastrique, Candied Yam, Grilled Vegetable

### Lemon Thyme Baked Salmon Filet © \$78 per guest

Citrus Caper Butter Sauce, Wild Mushroom Risotto, Steamed Vegetable

#### Pork Osso Bucco \$76 per guest

Southern Beer Braised Bone-in Shanks, Butter Roasted Red Potato, Parmesan Grilled Corn on the Cob

#### Prosciutto Wrapped Monkfish \$Market Price per guest

Pan Seared, Dill Havarti Dauphine Potato, Spring Onion Gremolata, Roasted Spring Beets

#### Herb Dijon Crusted Cod \$72 per guest

Dill Beurre Blanc, Green Lentil Risotto, Seasonal Vegetable

#### Ancho Roasted Flat Iron Steak © \$76 per guest

Mango Cucumber Pico, Fire-Roasted Chili Mashers Oven Roasted Tomato, Broccolini

#### Sake Braised Short Rib \$90 per guest

Candied Ginger Reduction, Wasabi Mashed Potato, Sautéed Baby Bok Choy

### Brown Sugar Bacon Wrapped Filet © \$92 per guest

Bordelaise Sauce, Peruvian Garlic Mashers, Prosciutto Wrapped Asparagus





# Vegetarian Entrées

**Stuffed Poblano Pepper** (v) (sr) \$56 per guest Wild Rice, Mozzarella Cheese, Cilantro, Tomato, Cholula Cream

Grilled Vegetable Stack (V) (GF) \$50 per guest Assorted Grilled Vegetables, Fresh Pesto, Balsamic Glaze Drizzle

Farmer's En Croûte (v) \$52 per guest Roasted Vegetable, Puff Pastry, Creamy Wild Mushroom Reduction

Mediterranean Pasta V © \$47 per guest
Orecchietti Pasta, Kalamata Olives, Feta, Torn Basil Sun-Dried Tomato, Olive Oil Lemon Garlic Sauce

Coconut Curry Sambhar (V) (VG) (GF) \$47 per guest Chickpea Vegetable Stew, Basmati Rice





# Dinner Buffets

### Streets of Italy \$90 per guest

#### Salads

#### Grilled Rustic Caesar 🔍

Grilled Hearts of Romaine, Pecorino Croûtons, Shaved Parmesan, Tequila Herb Vinaigrette

# Grilled Panzanella Salad V 😘

Italian Bread, Heirloom Tomato, Olives, Sweet Onion, Fresh Herbs

# Antipasto GF

Baby Greens, Marinated Baby Mozzarella, Artichoke Hearts, Salami, Peppers, Sicilian Olives, Herbed Chickpeas

#### Entrées

# Shrimp & Corn Risotto @

Jumbo Shrimp, Corn, Bacon Lardons, Asiago Cream, Fresh Herbs

#### Chicken Cacciatore

Red Wine Tomato Braised Chicken, Black Olives, Lemon, Mushroom, Fresh Herbs

# Creamy Mushroom & Spinach Gnocchi 🔍

Portobello, Spinach, Parmesan, White Wine

# Italian Roasted Vegetables (V) (VG) (GF)

Seasonal Blend of Veggies, Olive Oil, Fresh Herbs

Foccacia Bread and Garlic Breadsticks V

#### Dessert

Custom Wedding Cake

ROC<sup>2</sup> Coffee and Tea Service



All prices are subject to change and do not include 23% service charge and 8.8% sales tax.

Please notify your Conference Services/Catering Manager of any specific food allergies.

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Pricing of buffets based on 2 hours. Replenishment will occur only during first hour. Buffets open over 2 hours are subject to a \$200 surcharge. Additional fee of \$150 applies when guarantee on dinner buffet if less than 50 guests.



# Dinner Buffets

### Arizona Outback \$94 per guest

#### Salads

Cilantro Lime Orzo Salad V VG

Avocado, Black Beans, Cherry Tomato, Cilantro Lime Ranch Dressing Roasted Potato Vegetable Salad V VG GF

Baby Red Potato, Corn, Bell Peppers, Ancho Chili Vinaigrette

#### Entrées

Seasonal Baked Bang Bang Fish @

Avocado Crèma, Bang Bang Sauce

Achiote Cumin (V) (VG) (GF)
Roasted Vegetables

Tequila Lime Chimichurri Skirt @

Fiesta Rice Pot V GF Black Beans, Corn, Tomato, Cotija Cheese Sweet Fire Grilled Chicken ©F Elote Salsa

Green Chili Cheese Cornbread V

Dessert

Custom Wedding Cake
ROC<sup>2</sup> Coffee and Tea Service

Plaza Buffet \$100 per guest

### Salads

Summer Melon Salad V GF

Watermelon Radish, Buffalo Ricotta, Wild Arugula, Pickled Chilies Baby Gem Greens V VG GF

Yellow Tomato, Shaved Summer Squash, Curry Vinaigrette Fork and Knife Caesar Salad 🔻

Whole Leaf, Traditional Dressing,
House Croûtons

Entrées

Hickory Smoked Chicken ©

Anise Salad, Cherry Gastrique

Horseradish Buttermilk Whipped Potato F

Grilled New York Strip 🕼

Sweet Onion Marmalade

Roasted Seasonal Vegetables V VG GF

#### Dessert

Custom Wedding Cake ROC<sup>2</sup> Coffee and Tea Service







# Beverages

	Cash Bar (Per Drink)	Hosted Bar (Per Drink)
Luxury Brands	\$12.00	\$11.00
Premium Brands	\$10.00	\$9.00
Call Brands	\$9.00	\$8.00
Trinity Oaks House Wine	\$6.00	\$44 per bottle
Imported Beer	\$6.50	\$6.00
Domestic Premium Beer	\$6.00	\$5.50
Domestic Beer	\$5.50	\$5.00
Non – Alcoholic Beer	\$5.50	\$5.00
Domestic Liqueurs	\$10.00	\$9.00
Imported Liqueurs	\$10.00	\$9.00
Soft Drinks	\$5.00	\$4.50
Bottled Waters	\$5.00	\$4.50
Margaritas (per gallon)		\$120.00
Flavored Margaritas (per gallon)		\$135.00
Champagne Punch (per gallon)		\$105.00
Mimosas (per gallon)		\$115.00
Non – Alcoholic Punch (per gallon)		\$65.00

We encourage safe and responsible consumption. Due to state liquor license statutes:

All alcoholic beverages must be purchased through the hotel

The hotel reserves the right to serve alcoholic beverages with discretion

Most importantly, we are concerned with the well–being of our quests

# Package Bar Service

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	Call Brands	Premium Brands	Luxury Brands	Beer, Wine, Soft Drinks, and Mineral Water	
	PACKAGE C1	PACKAGE P1	PACKAGE UP1	NBWP1	
1 Hour	\$24.00	\$26.00	\$28.00	\$23.00	
	PACKAGE C2	PACKAGE P2	PACKAGE UP2	NBWP2	
2 Hours	\$30.00	\$32.00	\$34.00	\$25.00	
	PACKAGE C3	PACKAGE P3	PACKAGE UP3	NBWP3	
3 Hours	\$36.00	\$38.00	\$40.00	\$29.00	
	PACKAGE C4	PACKAGE P4	PACKAGE UP4	NBWP4	
4 Hours	\$38.00	\$42.00	\$44.00	\$31.00	

All prices are subject to change and do not include 23% service charge and 8.8% sales tax.

Hosted Bars – Beverages charged per drink plus a 23% service charge and state sales tax

Cash Bars – Beverages are sold on a cash basis and are inclusive of service charge and tax

Bartender Fees – \$125.00 per bartender/per hour, labor fees apply with a two-hour minimum

\*\*1 Bartender per 75 Guests on Hosted Bars\*\*

Setup Fee - \$150.00 per cash or bested bars

Setup Fee – \$150.00 per cash or hosted bar Package Bar Pricing does not include poured dinner wine Ask your Conference Services Manager or Catering Manager for selections



# Preferred Vendors

## DJ

# Valley Mix Entertainment

480-277-0898

valleymixdj@gmail.com www.valleymixentertainment.com

# Tony the Entertainer

602-703-3838

tonyentertainer@gmail.com www.tonytheentertainer.com

# Got You Covered

602-722-5416

events@gotyoucoveredmusic.com www.gotyoucoveredmusic.com

# Photographers

# Harley Bonham

602-254-1711

harley@harleybonham.com www.harleybonham.com

# SJA Studios

602-330-3253

sjastudios@gmail.com www.sjastudiosaz.com

# Wedding Planning

# AZ Party of 2

480-788-6331

gail@azpartyof2.com www.azpartyof2.com



# An event lasts a day, memories last forever.

Propelled by your vision, it is our pleasure to produce the wedding day of your dreams.

We provide exceptional service and incredible design from event styling to floral creation and more.

# Services Offered

### Floral Options

Bridal Bouquets and Flower Crowns

Boutonnieres

**Bridal Party Bouquets** 

Ceremony Floral – Chair Décor, Gazebo Floral Swags, etc.

Reception Centerpieces

# Ceremony & Reception Enhancements

Custom Signage Displays

Custom Menu Design and Table Numbers

Table Favors

Ceremony Programs

Exit Toss - Confetti Cones, Flower Petals, Bubbles, and More

#### Décor

Photo Walls, Props, Furniture, Lighting, Event Styling, Ice Sculptures

# In-Room Gifts or Welcome Guest Bags

Welcome Bag or Room Drops



# Service Charge & Tax

Current Room Rental Tax	.3%
Current Food and Beverage Service Charge	.23%
Current Food and Beverage / Audio Visual Tax	.8.8%
Current Resort Fee	.\$25
Current Guest Room Tax	13 17%

# Guest Room Sleeping Accommodations

The resort offers 24 hour pool access, parking, 24 hour gym access, free local calls, business center access, complimentary wifi, tennis court access, putting green access and delivery of the USA Today Monday – Friday and Arizona Republic on the weekend. The resort also offers the following:

#### Standard Rooms (375-495 sq. ft.)\*

2 queen beds or 1 king Wet bar and refrigerator

Desk

Flat Screen Color TV

#### Villa Suite Rooms (575 sq. ft.)\*

2 queen

Dining table for 2

Desk

Refrigerator

2 Flat Screen Color TV's

Patio

Wet bar

#### Patio Suite (653 sq. ft.)\*

1 king

Dining table for 4

Desk

Refrigerator

2 Flat Screen Color TV's

Patio

Wet bar

Beehive gas fireplace

#### Bi-Level Suite (941 sq. ft.)\*

2 queen beds or 1 king

Dining table for 4

Desk

Refrigerator

2 Flat Screen Color TV's

Patio

Wet bar

Beehive gas fireplace

2 Full bathrooms



# General Information

Welcome to The Scottsdale Plaza Resort, where we take tremendous pride in serving you and your guests! We make every effort to provide all of our groups with a superior meeting experience. In order to maintain our quality standards, we ask that our groups read and adhere to the following policies:

#### **FOOD AND BEVERAGE PRICING**

The Scottsdale Plaza Resort is the only licensee authorized to sell, serve or distribute any food and beverages on property. No food or beverages of any kind will be permitted to be brought into the Resort. The current banquet prices are indicated in our Banquet Menu Packet. Due to uncertain markets, prices are subject to change and substitutions may be necessary. Service charges and applicable sales tax will be added to all food and beverage selections.

Additional fee of \$150 applies when guarantee on breakfast and brunch is less than 25 guests Additional fee of \$150 applies when guarantee on lunch and dinner buffet is less than 50 guests All prices are subject to change and do not include 23% service charge and 8.8% sales tax.

#### **ALCOHOLIC BEVERAGES**

The Arizona Department of Liquor Licenses and Control regulates the sale and service of alcoholic beverages. The Scottsdale Plaza Resort is responsible for the administration of those regulations. It is a requirement, therefore, that alcoholic beverages may not be brought into the Resort, by anyone other than Resort personnel. All beverage functions, whether in banquet space or in hospitality suites, must be arranged through the Conference Services/Catering office. All persons consuming liquor throughout Resort areas must be at least 21 years of age. The Resort reserves the right to terminate liquor service at any time if minors intending to consume alcoholic beverages are in attendance or to persons of legal drinking age who appear to be intoxicated.

#### **FOOD DISCLAIMER**

Please notify your Conference Services/Catering Manager of any specific food allergies. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

#### **FUNCTION GUARANTEES**

We request your final guarantee of the number of guests to be served no later than 3 business days prior to your function. Guarantees for Sunday and Monday are due by 11:00 am on Thursday. Guarantees for Tuesday are due by 11:00 am on Friday. If guarantees are not submitted by the deadlines indicated, the expected number(s) indicated on the banquet event order will become the guarantee. Once given, guarantees may not be reduced. We will prepare 5% above your guarantee number for functions of 30 guests or more. The set for all continental breakfasts, coffee breaks, boxed lunches and receptions will be the same as the guarantee. Actual charges will be based on final guarantee or actual attendance, whichever is greater

#### **FUNCTION ROOMS AND OUTDOOR FUNCTIONS**

Function rooms are assigned by the Resort according to the guaranteed minimum number of people anticipated. Room rental fees may be applicable if group attendance falls below the estimated attendance at the time of booking. The Resort reserves the right to assign another room for function in the event the room originally designated for such function shall become unavailable or inappropriate in the Resorts sole opinion.

The Resort reserves the right to make the final decision regarding outdoor functions. The decision to move a function to an indoor location will be made by 2 pm the day of the event, based on prevailing weather conditions and the local forecast. Any client decision to keep a function outdoors that would require a move-in may incur additional fees.



#### **SIGNAGE**

All signage and banners must be approved by the Resort. No pins, tacks or tape may be affixed to any walls, air walls, or floors in banquet rooms or public areas without the prior approval of Resort management. Any items approved must be hung by the Resort maintenance staff. Appropriate fees for this service will be assessed and posted to your master account. All signage to be posted in public areas must be of a professional quality and have your Conference Services/Catering representative's approval prior to placement. No group signage may be placed in the main lobby area of the Resort without prior approval of Resort management.

#### **SECURITY**

The Scottsdale Plaza Resort shall not assume responsibility for damage or loss of any merchandise or articles left in the Resort at any time. As a patron, you are responsible for any damage to any part of the Resort during the period of time your attendees, employees, independent contractors, or other agents under your control or under the control of any independent contractor hired by you while on property. Our Security Department is available to make arrangements for the security of exhibits, merchandise and/or articles set up for display prior to the planned event at the designated charge per hour, per guard. Requests for additional security must be received by your Conference Services/ Catering Manager a minimum of 7 business days prior to your event.

#### SCOTTSDALE PLAZA IT STAFF SERVICES

SPR IT Staff Rates – \$125.00 Per Hour/3 Hour Minimum. This is for services including, but not limited to configuring groups printers/building networks. Services provided not included in basic IT set up and services. 7 Business Day minimum required for scheduling.

#### **CONFERENCE MATERIALS/SHIPPING**

To ensure proper handling of your conference materials, shipping labels must include the following information:

Conference Name
Conference Date
On-site Company Contact Name

#### The Resort Address is:

The Scottsdale Plaza Resort 7200 North Scottsdale Road Scottsdale, AZ 85253

To assist with retrieval of your conference materials, we suggest the on-site contact be provided with a shipping manifest of all shipped materials, their point of origin, method of shipment (FedEx, UPS) and shipping numbers or bill of lading. Due to limited storage capacity, we can only accept your shipment 5 days prior to your arrival. We must be notified in advance of large shipments.

The Resort reserves the right to charge for storage space, if required, to accommodate your materials. Please note, trucks must either have a lift gate or forklift must be rented to remove crated materials. Should forklift rental be required the appropriate charges will be posted to your master account.

Your Conference Services/Catering Manager can assist you with forklift rental. The Resort reserves the right to assess labor charges for assistance with moving, uncrating or repacking. Up to 15 boxes Complimentary; 16 or more Boxes \$2.50 each, Pallets \$100.00 each.

