

CATERING MENUS

**Four Points by Sheraton
Cincinnati North**

7500 Tylers Place Boulevard
West Chester, Ohio 45069

T 513 777 1101

fourpoints.com/cincinnati



RECEPTIONS & CELEBRATIONS

RECEPTIONS

Serving Suggestions:

Cocktail reception followed by dinner,
6–8 pieces per person, 1 hour

Heavy reception without dinner,
12–16 pieces per person, 2 hours

Reception Displays

Each order serves approximately 50 guests

Domestic Cheese Display

Cheddar, Swiss and Pepper Jack Cheese
presented with assorted Gourmet Crackers
and Fresh Fruit Garnish**\$250** per platter

Vegetable Crudit 

Carrots, Cauliflower, Bell Peppers, Broccoli,
Tomatoes, and Celery served with a Creamy
House Made Dip**\$175** per platter

Italian Antipasto Display

Capicola, Salami, Italian Cheeses, Peppers,
Marinated Olives, Pepperoncini and Mushrooms,
Served with Crackers.....**\$250** per platter

Fruit, Cheese & Vegetable Display\$275 per platter

Roasted Red Pepper Hummus Display

Roasted Red Pepper Hummus, Baby Spinach,
Feta Cheese, Olives, Roasted Garlic Cloves, Roasted
Tomatoes, shaved Red Onions, Served with Grilled
Herb Flatbreads and Crackers.....**\$175** per platter

Grilled Vegetable Antipasto Display

Asparagus (seasonal), Grilled Red Pepper, Baby
Yellow and Green Zucchini Squash, and Artichoke
Hearts Seasoned and cooked to a perfect al dente
and served chilled.....**\$250** per platter

Fresh Fruit Platter

Seasonal Melons, Pineapple and Strawberries garnished
with Blackberries, Blueberries, Raspberries and served
with a Fresh Yogurt Dipping Sauce**\$275** per platter

Spinach Artichoke Dip

Spinach and Artichoke warmed and served with Grilled
Pita and Tortilla Chips**\$100** per platter

Assorted Mini Dessert Bars

Blonde Bar, Oreo Brownie, Chocolate Chunk, Summer
Berry, Chocolate Peanut Butter, 7 Layer Bar, Lemon
Crumb & Apple Crumb**\$125** per platter

Bar Mix or Chips & Salsa.....\$27 per platter

Action Stations

Bruschetta Station

Fresh Sliced French Baguettes with Tomatoes,
Red Onions, Mozzarella Basil and Garlic.....**\$3** per person

Shrimp Cocktail

Served with House Made Cocktail Sauce
with Fresh Lemon**\$4** per person

Pasta Station

Penne Pasta, Three Cheese Tortellini, Marinara,
Alfredo, Diced Chicken, Meatballs, Mushrooms,
Shredded Parmesan, Green Peppers, Onions
and Tomatoes**\$5** per person

RECEPTIONS & CELEBRATIONS

RECEPTIONS, CONT'D

Carving Stations

Each order serves approximately 50 guests

Prime Rib Of Beef **\$375** per order

Honey Glazed Ham..... **\$225** per order

Turkey Breast..... **\$275** per order

Carving Attendant (Required)

1 Carver Per 100 Guests **\$100** per carver

Hot Hors d'Oeuvres

50 pieces per order

Spanikopita

Spinach and Feta Cheese Wrapped
in Phyllo..... **\$125** per order

Chicken Pineapple Skewers..... **\$160** per order

Chicken Wings

Buffalo, Honey BBQ, Teriyaki
or Spicy Thai..... **\$100** per order

Meatballs

Sweet-Sour, BBQ, or Jerk-Style..... **\$100** per order

Mushroom Caps

Stuffed with Seasoned Sausage **\$150** per order

Macaroni and Cheese Bites **\$75** per order

Brie En Crute with Raspberry

A Perfect Blend of Sweet and Savory **\$155** per order

Beef Teriyaki Skewer

Tender Beef Tenderloin Skewered together with
Garden-Fresh Mushrooms and Crisp Bell Peppers,
finished with a Teriyaki Sauce..... **\$175** per order

Crab Rangoon..... **\$160** per order

Beef Wellington..... **\$200** per order

Pot Stickers **\$75** per order

Bacon Wrapped Scallops..... **\$175** per order

Coconut Crusted Shrimp

Served with Orange Marmalade..... **\$175** per order

RECEPTIONS & CELEBRATIONS

BAR (ID REQUIRED)

Call Brands

Jim Beam, Seagrams 7 Whiskey, Beefeater Gin, Bacardi Rum, Captain Morgan Spiced Rum, Smirnoff Vodka, Cuervo Gold Tequila, Budweiser, Bud Light, Miller Light, Yeungling, Corona, Heineken, House Chardonnay, White Zinfandel, & Choice of House Cabernet or Merlot.

Premium Brands

Makers Mark Bourbon, Crown Royal, Chivas Regal Scotch, Bacardi Silver Rum, Captain Morgan Spiced Rum, Tanqueray Gin, Stolichnaya Vodka, Cuervo 1800, Budweiser, Bud Light, Miller Light, Yeungling, Corona, Heineken, House Chardonnay, White Zinfandel, & Choice of House Cabernet or Merlot.

Hosted Bar

Call Brands.....	\$6
Premium Brands.....	\$6.50
Domestic Beer	\$4.50
Imported Beer.....	\$5.50
House Wine by the Glass.....	\$6
Soft Drinks	\$2.50

Cash Bar

Call Brands.....	\$6.50
Premium Brands.....	\$7
Domestic Beer	\$5
Imported Beer.....	\$6
House Wine by the Glass.....	\$6.50
Soft Drinks	\$2.50

Open Bar

First Hour

Beer and Wine.....	\$10
Call Brands.....	\$13
Premium Brands.....	\$15

Second Hour

Beer and Wine.....	\$5
Call Brands.....	\$8
Premium Brands.....	\$10

Third Hour

Beer and Wine.....	\$4
Call Brands.....	\$5
Premium Brands.....	\$6

Bartenders

4-Hour Bar	\$100
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Specialty Beverages

Screwdrivers or Bloody Marys.....	\$5.50
Mimosas	\$4.50
Signature Cocktail – Customized.....	\$4.50–8
Champaign Toast – Quarter Pour	\$2 per person

Tableside Wine Service

House Wine – Chateau St. Jean – Magnolia Grove	
Exclusive Starwood Label	\$30 per bottle
Upgraded Tableside Service	priced per bottle

Bistro Networking Reception Package

After a successful and productive meeting, why not finish the day off with a drink and appetizers in our M Bar & Bistro. The reception package is the perfect complement to every program..... **\$12** per person

- Semi-Private space in our Contemporary M Bar & Bistro
- Chef's Selection of Two Hot Hors d'Oeuvres
- One drink ticket provided per person

RECEPTIONS & CELEBRATIONS

CELEBRATIONS

15 person minimum; under 15, add \$3 each

Reunions, Graduations, Bridal Showers, Baby Showers,
Rehearsal Dinners, Memorials, Sports Teams, Awards
Banquets, Birthday Parties, Anniversaries, Corporate
Events, Bar & Bat Mitzvahs, Birthdays

Celebration Packages Include:

Freshly Brewed Iced Tea, Regular & Decaffeinated Coffee,
Hot Tea, Water & Lemonade

Three Hour Room Rental

Floor Length Tablecloths & Napkins

China, Stainless Flatware and Glassware

Experienced Event Coordinator, Servers & Banquet Captain

House Music in your choice of Genre

Complimentary Cake Cutting Service

iPod Docking Station

Celebration Enhancements

Bartender\$100 each

Cash or Hosted Bar \$3.25–5 per drink

Extended Hours\$200 per hour

Projector and Screen.....\$100

Champagne Toast\$2 per person

RECEPTIONS & CELEBRATIONS

CELEBRATIONS, CONT'D

Gourmet Deli Buffet

Homemade soup prepared daily, Three Unique & Hand-Crafted Sandwiches on a Variety of Artisan Breads Presented with Gourmet Spreads. Selection of Prepared Salads, as well as Garden Fresh Mixed Greens with Seasonal Vegetables with an Assortment of Dressings. Served with Assortment of Potato Chips & Chef's Selection of Fresh Baked Cookies or
Dessert Bars **\$19** per person

Hors D'oeuvres Reception

Displayed Hors d'Oeuvres

Choose Two: International & Domestic Cheese Display, Grilled Vegetable Antipasto Herb Aioli, Fresh Vegetable Crudités Display, Assorted Mini Dessert Bars

Hot Hors d'Oeuvres

Choose Three: Spanakopita, Chicken Pineapple Skewers, Macaroni and Cheese Bites, Mushroom Caps, Brie en Crute with Raspberry, Meatballs, Chicken Wings, Crab Rangoon **\$17** per person

Backyard BBQ

Fresh Fruit Salad, Coleslaw, House Made Potato Salad, Brown Sugar Baked Beans, Variety of Flavored Chips, Fresh Baked Apple Pie. Served with Lettuce, Tomato, Onion, Mustard, Sliced Cheese, Ketchup, Relish, Mayonnaise, & Buns **\$21** per person

Choose Two: Hamburgers, Mett's, All Beef Hotdogs, Pulled Pork, Pulled Chicken, Grilled Chicken Breasts

Celebrations Buffet

One Entrée

Lunch **\$22**

Dinner **\$26**

Two Entrees

Lunch **\$25**

Dinner **\$29**

Fresh Fruit, Vegetable & Cheese Display

Mixed Field Greens with Onions, Carrots, Sliced Cucumber with Choice of House Dressing

Fresh Warm Rolls & Butter

Chef Assortment of Desserts

Entrée Selections

Chicken Marsala, Grilled Rosemary Chicken, Chicken Parmesan, Chicken Florentine, Three-Cheese Tortellini, Cheese Manicotti, Penne Pasta Primavera

Vegetable (Choose One):

Steamed Vegetable Medley

Steamed Broccoli

Caramelized Carrots

Green Bean Medley

Roasted Sweet Corn

Starch (Choose One):

Garlic Mashed Potatoes

Rice Pilaf

Rosemary Redskin Potatoes

Macaroni and Cheese

Cheesy Au Gratin Potatoes

RECEPTIONS & CELEBRATIONS

CELEBRATIONS, CONT'D

Celebrations Plated Event..... \$25 per person

Fruit, Cheese & Vegetable Display

Mixed Green Salad

Romaine & Iceberg Lettuce, Cucumbers, Tomatoes,
Shredded Carrots & Fresh Croutons with Choice of
Two Dressings, Served with Rolls and Butter

Entrée Selections (Choose One):

Rosemary Chicken

Grilled Chicken Breast with Rosemary Marinade

Chicken Parmesan

Breaded & topped with Marinara Sauce & Mozzarella
Cheese

Chicken Florentine

Roasted with Fresh Spinach & Provolone Cheese

Chicken Marsala

Sautéed Chicken Breast with Mushrooms & Marsala
Wine Sauce

Penne Pasta Primavera

Tossed with Fresh Garden Vegetables in a Marinara Sauce

Cheese Manicotti

Stuffed with fresh Ricotta Cheese, topped with Mozzarella
Cheese

Vegetable (Choose One):

Steamed Vegetable Medley

Steamed Broccoli

Caramelized Carrots

Green Bean Medley

Roasted Sweet Corn

Starch (Choose One):

Garlic Mashed Potatoes

Rice Pilaf

Rosemary Redskin Potatoes

Macaroni and Cheese

Cheesy Au Gratin Potatoes

GENERAL INFO

GENERAL CATERING INFORMATION

Welcome to Four Points by Sheraton Cincinnati North. It is our pleasure to welcome you and your guests for your upcoming event.

To help us provide the best possible products and services, please take a moment to review our General Catering Information.

Food and Beverage

Four Points by Sheraton Cincinnati North will provide all food and beverage services. Outside food and beverage is not permitted. A \$10 per person clean up charge will be applied to groups that bring in outside food and beverage without written consent from the hotel.

To ensure food quality and presentation, all perishable items will be presented for a maximum of 90 minutes.

Menus are subject to change. The Meridian Conference Center requires a Food and Beverage minimum of \$5,000 for Saturday evenings.

No food or beverage may leave the premises without written authorization from the GM or Director of Sales.

The Meridian Conference Center reserves the right to refuse bar service to anyone who appears intoxicated or is under the legal age for alcohol consumption.

Tastings, if applicable, must be scheduled at least 7 days in advance with your Sales Manager. Tastings are set 1–2 months prior to your event date and can include up to 4 participants for a light sampling of final entrée and side dish selections.

Timeline

Events are not considered confirmed until a sales agreement is issued and signed by both parties. A form of payment is due with the signed agreement to confirm your event.

Menu selections must be made a minimum of 2 weeks prior to the function date.

Final guarantee of attendance is due 3 business days prior to the start of your event. If a final guarantee is not received, the expected attendance will become the final guarantee. All hotel charges will be based upon the guaranteed number or the actual number served, whichever is greater.

Banquet Room

Four Points by Sheraton Cincinnati North does not allow the use of nails, staples, carpet tape, or other substance to affix anything to walls, floors or ceiling. Confetti and open flames are not permitted. A clean up fee and/or damage fee will be applied up to and exceeding \$250 to cover costs associated with clean up or damage for should these items be used without written consent from the hotel in advance. Our Catering Office is happy to assist with displaying materials and décor.

Unless otherwise noted, function rooms are available for times specified on the Banquet Event Order only. Additional charges will be applied if additional time in the meeting room is required up to \$250 per hour.

Resetting the meeting room from previously agreed set-ups per your Banquet Event Order(s) may result in a reset fee of up to \$250.

Billing

All banquet charges are subject to applicable service charges and sales tax.

If you would like to set up direct bill privileges a completed direct bill application must be received no less than 30 days prior to your event and approved by the hotel.

Tax exempt certificates must be filed with our accounting office 7 days prior to the start of the event.

GENERAL INFO

GENERAL CATERING INFORMATION, CONT'D

Outside Vendors

Our experienced catering team is available to assist you with all of your meeting needs including room set up, decorations, menus, special dietary requirements, agenda and much more. In addition, we offer a library of preferred vendors that we work with on a regular basis to assist with your event needs. If you have made arrangements with outside vendors, Four Points by Sheraton Cincinnati North must be advised of the vendor's name, phone number, set up and delivery requirements. A copy of insurance must be provided upon request.

Audio Visual is available through our catering office. There is no charge applied for outside Audio Visual equipment used in the Conference Center.

Miscellaneous

On-site self-parking is complimentary for all Four Points by Sheraton Cincinnati North guests.

Guests under the age of 10 must be under the supervision of an adult at all times.

GENERAL INFO

AUDIO VISUAL AND ROOM SET UP

Audio Visual Packages

Projector Support Package

Screen, AV Cart and Electric..... **\$65** per day

House Projector and Screen

..... **\$200** per day

iPod DIY DJ System

Two Speakers on stands, powered 8 Channel Mixer,
Microphone and Microphone Stand..... **\$195** per day

Video

Projectors

LCD – Portable..... **\$175** per day

LCD – 3000 ANSI Lumen..... **\$250** per day

LCD – 5000 ANSI Lumen..... **\$540** per day

Screens

Tripod Screen – Up to 8' x 8'
with Bottom Skirt..... **\$45** per day

6' x 8' Fast Fold with Bottom Skirt..... **\$60** per day

Video Processing

Kramer Seamless Switcher/Scaler..... **\$125** per day

VGA Distribution Amplifier (1 in, 4 out)..... **\$35** per day

Video Distribution Amplifier (1 in, 4 out)..... **\$25** per day

Audio

Computer Sound Patch..... **\$35** per day

Wired Microphone..... **\$45** per day

Wireless Microphone
(Handheld or Lavalier)..... **\$120** per day

Microphone Stand with Boom..... **\$10** per day

4 Channel Mixer..... **\$10** per day

12 Channel Mixer..... **\$65** per day

Powered Speaker with Stand..... **\$75** per day

Accessories

Desktop Conference Phone..... **\$90** per day

Wireless Presenter Remote..... **\$20** per day

32" Confidence Monitor..... **\$175** per day

Pipe and Drape (Black)..... **\$10** per foot

4' x 8' Staging with Stairs..... **\$100** per set

Flipchart with 3M Paper and Markers..... **\$35** per day

Standing lectern..... complimentary

Easels..... complimentary

Extension Cords..... **\$10** per day

Power Strips..... **\$10** per day

Labor

Equipment Operator – Minimum 2 hours
after hours and weekends..... **\$50** per hour

Room Set Up Options

Classroom

8' x 18" Tables with 4 banquet chairs per table.
Set with cloth, water glasses and pitchers.

Crescent Rounds

5' rounds set 6 banquet chairs per table, facing front
of room. Set with cloth, water glasses and pitchers.

Theater Seating

Banquet Chairs set with aisle way without tables, facing
front of room.

Hollow Square

8' x 18" Tables set with 4 banquet chairs per table.
Set with cloth, water glasses and pitchers.

U-Shaped

8' x 18" Tables set with 4 banquet chairs per table.
Set with cloth, water glasses and pitchers.

Round Tables of 8 People

5' rounds set 8 banquet chairs around table.