

banquets and dining

information

Banquet Menus

Marriott Hotel's Event Management Department is excited and ready to "WOW" you with the responsibilities of planning your upcoming event.

Menu Selections

In order for us to assure the availability and quality of all of your chosen menu items, your menu selections should be submitted to your Event Manager three weeks prior to the event date. Our Event Management staff will be happy to customize a menu that will suit your needs.

Entrée Selections

We suggest that all entrée selections on banquet menus be limited to one choice unless adhering to special dietary considerations or religious holidays. Marriott Hotel is prepared to meet your special dietary needs by offering "Fit For You" selections. These items have been selected to meet the diverse dietary needs of our guests.

Wine Selections

In the interest of gracious dining, we suggest that you consider including one of our carefully selected fine wines with your function. Requests for quantity should be checked as to availability of supply. Vintages are subject to change.

Beverage Selections

Due to health regulations, liquor ordinance and liability, it is required that all food and beverage be consumed at the Marriott Hotel and be supplied by the Marriott Hotel.

Food and Beverage Guarantees

In order to make your event a success, we require that you notify your Event Manager of the number of guests attending your event at least 72 hours (three business days) in advance of the event. Once given, this guarantee is not subject to reduction. If no guaranteed number is received at the appropriate time, Marriott Hotel will assume the host's expected count to be the guaranteed number and the charge will be billed accordingly.

Function Space

Rooms are assigned by the guaranteed number of anticipated participants. Set-up fees may be applicable. The Marriott Hotel reserves the right to change the functions to a more suitable location for anticipated attendance, if participation changes.

Outdoor Events

Marriott Hotel reserves the right to make the decisions to move any outdoor event inside due to inclement weather or based on impending inclement weather. The decision to move the event will be made 4 hours in advance of the start time.

Clean Up

Appropriate labor charges will apply to events if more than standard clean up is required at the conclusion of the event.

Price Changes

All printed food and beverage menus are subject to change without notice prior to menu selections and count guarantee.

Service Charge

Currently, Marriott Hotel has a 22% service charge that will be added to all food and beverage charges. Service Charge is subject to change without notice.

Texas State Sales Tax

The applicable Texas State Sales Tax of 7.75% will be added to all food items on your check. No tax will be added to alcoholic beverage prices. By State Law, Texas State Sales Tax is added to the total cost of the function, including service charge.

Entertainment Requirements

Your Event Manager will be pleased to assist with the arrangements for these services based on a cost plus billing and handling charge.

Special Decorations

Your Event Manager will be delighted to discuss any requirements to your function such as ice sculptures, unique centerpieces, theme decorations, etc. These and other services will be provided for a pre-arranged charge.

Signs and Displays

Approved signs are permitted in the registration areas and immediately outside private function rooms only. No signage or displays are permitted in the lobbies, public areas or outside the Marriott Hotel. Handwritten signs are not allowed in any areas. Please ask your Event Manager about instances when these policies may be waived.

Guest Room Gifts and Wine

An array of specialty food and beverage items is available through the Marriott Hotel for delivery to guest rooms. Please ask your Event Manager for a complete list of possibilities.

Space and Price Commitments

Established times on your programs are followed per agreement. The contact is responsible for abiding by these schedules as the Marriott Hotel may have commitments of function space and dining rooms prior to or following the arranged program. Private rooms and contractual prices are assigned according to the number of anticipated attendees at the time the function is booked. Marriott Hotel reserves the right to renegotiate these prices and/or change the assigned function location in the event of a change to the number of attendees for emergency reasons.

Damages

The customer agrees to be responsible for any damages to the premises during the time they are in control of the conference.



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