

# Outside Catering Package

**\$3800.00** (up to 300 Guests) for a Five (5) Hour Event

Plus 22% service charge and 6% tax

- \* 5 foot Round Tables with 10 Chairs per Table
- \* House Table Linen / Napkins and House Centerpieces
  - \* Dance Floor and Stage
  - \* All Glassware, Flatware and China
- \* Two-24 foot Decorated Buffet Tables
- \* Chafing Dishes with Sternos for your Buffet
- \* One Banquet Captain / Manager to Oversee your Event
- \* For Caterer - Use of Two (2) Hot Boxes and Small Work Area
- \* All Non-alcohol Beverage Station (Soda, Coffee, Hot and Iced Tea, Water)
- \* Up to Four (4) Waiters to Set Tables, Refresh Beverage Station and Bus Tables
  - \* One (1) Overnight Stay for Bride and Groom
  - \* Upon Availability – Discounted Guest Room Rates

## Add An Open Bar Beverage Service for your Guests ...

Deluxe Brand Cocktails

Deluxe Wines ~ Chardonnay, Merlot, White Zinfandel and Cabernet Sauvignon

Domestic Beer and Imported Beers

Assorted Sodas, Juices and Mixers

*One (1) Hour ~ \$9.00 per person*

*Two (2) Hours ~ \$14.00 per person*

*Three (3) Hours ~ \$19.00 per person*

*Four (4) Hours ~ \$21.00 per person*

*The Caterer must be fully licensed and insured, with copies of these certificates given to hotel as least 2 weeks prior to the event date.*

*The caterer must bring in ample, fully cooked food in their own chafing dish inserts. The caterer can not use any of the hotel's equipment or supplies. The caterer must provide their own serving bowls and serving utensils. All alcohol service must be provided by and served by the Holiday Inn Gaithersburg.*

**All Banquet Functions will be Charged a 22% Service Charge and 6% Applicable Sales Tax**

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