

*The
Henley Park
Hotel*

Banquet Guide



For more information contact:

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The Henley Park Hotel

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As you begin to plan your event at the Henley Park Hotel, we have outlined a few details to assist you...

Menu:

To ensure a level of service that will exceed your expectations, we request that a pre-set menu be chosen for groups of 15 and larger. We must receive your menu selections a minimum of ten days in advance of your scheduled event. We request that groups give specific entrée counts and must be received three days in advance. Our Chef will be happy to accommodate any specific dietary restrictions including Vegan or Gluten Free options. Please note that due to the seasonality of our menus, menu items are subject to change depending on market availability.

Beverages:

Alcoholic and non-alcoholic beverages are priced based upon consumption and placed on a "Host Tab." We recommend making wine selections in advance to ensure availability for your entire group. Hourly bar pricing is available and determined by the brands chosen. For reception style functions, a fee of \$150.00 for three hours will be applied per bartender, additional hour charged at \$50.00 per hour per bartender.

Guarantee:

Your guarantee guest count is due to the Henley Park Hotel no later than three business days prior to your event. This number is not subject to reduction after this time. If no guarantee number is given, the highest number shown on your event contract will be charged. If your party falls below the guaranteed number on the day of your event, you will be charged for the guaranteed number, or the actual number of guests if there are more than the guarantee.

Function Space:

The hotel reserves the right to change the location for your function should the number of attendees increase or decrease. We will inform you of any such changes at the earliest opportunity. In the event of a larger attendance, we will use our best efforts to accommodate such a larger group but we are not in the position to guarantee that we will be able to do so. Should your meeting or banquet room requirements increase after both parties have approved the agreement, you may be charged additional meeting room rental fee.

Gratuities and Service Charges:

A 20% service charge will be automatically added to your final check. For all events, there is minimum set-up fee of \$75.00. This fee is subject to increase depending on the size of your event and will be quoted accordingly.

Deposit & Payment:

A Henley Park Hotel event contract must be signed and returned to the hotel to confirm your group's space. No reservation is final until this contract is received and returned to you countersigned. A

deposit may be required upon return of the contract, with the estimated balance of the bill due three days in advance of your event. All outstanding balances will be due upon the completion of your event. If your organization is tax-exempt, please attach a copy of your District of Columbia tax-exempt certificate with the contract. We will offer the ability to have separate checks for food and alcohol, but cannot provide any additional separate checks. We accept American Express, Visa, MasterCard, and Discover.

Outside Food & Beverage:

No food or beverage items of any kind may be brought into the hotel's meeting space or taken out of the hotel by you or any of your guests. No alcoholic beverages will be served to anyone under the age of 21 years, or to anyone appearing intoxicated

Corkage Fees:

The Henley Park is proud of the wine list that we have put together for you to complement our cuisine. We will do our best to accommodate any special requests you may have regarding the wine list. If we are unable to provide a specific wine you request, you may bring the bottles. The Henley Park has a \$25.00 corkage fee per bottle. Due to local liquor laws, no other beverages may be brought into the restaurant or event space and no opened bottles may leave the premises.

Audio-Visual Fees:

We will do our best to accommodate any audiovisual equipment that you may require. **We do provide wireless internet service at no charge in all of our private and public spaces.** Our pricing guide is listed below. For any specific needs that you do not see on the list, please ask your catering coordinator.

Screen	\$100.00	Lectern	\$150.00
LCD Projector	\$350.00	Lectern & Mic	\$300.00
Flipchart	\$50.00	Easel	\$25.00
Speakerphone	\$100.00	Microphone	\$250.00

Room Rental Fees:

Your catering sales manager will be able to assist you with specific room rental fees. The room rental fee includes our linens, candle or light floral centerpieces, china, silver and glassware. You may order specialty linens and centerpieces as well as any other items for your event with the catering coordinator.

The Eton Room, a charming venue awash in natural light, ideal for conferences, classes, receptions for up to 60 people or formal dining for 50 people.

The Blue Bar Lounge, a stylish lounge available for semi-private functions for five to 100 guests, featuring vibrant colors, and a distinctive zinc bar.

The Front and Lower Parlor: The Lower Parlor is perfect for a meeting for up to 15. The stained glass windows make it a perfect venue of intimate wedding ceremonies for up to 20. The Front Parlor may be used for a reception with seating for up to 50 guests.

All Day Meeting Packages

Get Up & Go Package

Lite & Easy Breakfast Buffet:

*Scrambled Eggs & Bacon
Breakfast Pastries & Breads
Sweet Butter and Assorted Preserves
With sliced fresh Seasonal Fruits & Berries
Freshly brewed Coffee, Decaffeinated Coffee, &
Assorted Herbal Teas
Assorted Fruit Juices*

**(Also Available: Turkey Bacon
or Turkey sausage)**

Morning Break:

*Regular Coffee, Decaffeinated Coffee, &
Assorted Herbal Teas
Mini Yogurt Parfaits, Granola Bars, &
Fresh Sliced Fruit
Assorted Juices & Bottled Water*

Deli Lunch Buffet:

*Sliced Smoked Turkey
Honey Cured Ham
Genoa Salami
Sliced Roast Beef
Lettuce, Sliced Tomatoes, Red Onions
Assortment of Sliced Cheeses
Mayonnaise, Mustard, Dill Pickles
Selection of Breads & Rolls
Chef's Pasta Salad
Regular, Decaffeinated Coffee, &
Assorted Herbal Teas
Assorted Soft Drinks & Bottled Water*

Afternoon Break:

*Regular Coffee, Decaffeinated Coffee, &
Assorted Herbal Teas
Assorted Cookies & Brownies, Potato chips
Assorted Soft Drinks & Bottled Water*

\$75 per person

Full Henley Park Experience

Full Breakfast Buffet:

*Scrambled Eggs, Bacon, & Sausage,
French Toast
Hash brown Potatoes
Breakfast Pastries & Breads
Sweet Butter and Assorted Preserves
With sliced fresh Seasonal Fruits & Berries
Freshly brewed Coffee, Decaffeinated Coffee, &
Assorted Herbal Teas
Assorted Fruit Juices*

**(Also Available: Turkey Bacon and
Turkey sausage)**

Morning Break:

*Regular Coffee, Decaffeinated Coffee, &
Assorted Herbal Teas
Mini Yogurt Parfaits, KIND bars, &
Fresh Whole Fruit
Assorted Juices & Bottled Water*

\$100 per person

Lunch Buffet:

Starter:

Mixed Green Salad with Balsamic Vinaigrette

Entrée:

(Please select two for your group)

Grilled Flat Iron Steak

Chimichurri Sauce



Grilled Atlantic Salmon

Lemongrass Beurre Blanc



Roasted Vegetable Ravioli

Tomato & Red Pepper Reduction



Lemon & Caper Chicken Breast

Accompaniments:

(Please select one for your group)

Roasted Fingerling Potatoes

Vegetable of the Day

Hand Cut Fries

Dessert:

Assorted Cookies & Brownies

Afternoon Break:

Regular Coffee, Decaffeinated Coffee, &

Assorted Herbal Teas

Vegetable Crudités, Trail Mix, &

Whole Fresh Fruit

Assorted Soft Drinks & Bottled Water

Build Your Own Break

Coffee Service

Regular Coffee, Decaffeinated Coffee, & Assorted Herbal Teas

\$12.00 per person per break

\$24.00 per person all day

\$50.00 per gallon

Sodas & Beverage Stations

Assorted Sodas with Sparkling & Still Water

\$3.50 per bottle

Iced Tea, Lemonade, Fruit Punch

\$35.00 per gallon

Chilled Assorted Fruit Juices

\$3.50 per bottle

Assorted Bagels with Cream Cheese Spread,

Fruit Preserves, & Sweet Butter

\$35.00 per dozen

Assorted Danish, Muffins, Croissants &

Cinnamon Rolls

\$40.00 per dozen

Boxed Cereals with Milk

\$45.00 per dozen

Assorted Fruit Yogurts

\$4.00 per piece

Mini Yogurt Parfaits

\$7.00 per piece

Assorted Finger Sandwiches

\$12.00 per person

Assorted granola Bars, Pretzels & KIND bars

\$40.00 per dozen

Assorted Potato Chips, Rice Crispy Treats &

Candy Bars

\$40.00 per dozen

Assorted Cookies & Brownies

\$35.00 per dozen

Whole Fresh Fruit Display

\$39.00 per dozen

Plated Breakfast

Henley Park Classic

Two Eggs, Breakfast Potatoes, with your choice of Bacon, Sausage, or Ham
\$28.00



Breakfast Croissant Sandwich

Scrambled Eggs, Bacon, & Cheddar Cheese served with Breakfast Potatoes
\$25.00



Smoked Salmon and Toasted Bagel

With Cream Cheese, Sliced Tomato, Sweet Red Onion, & Capers
\$19.00



Crisp Belgian Waffle

Warm Maple Syrup, served with Bacon
\$26.00



Seasonal Fruit Plate

Organic Yogurt & Granola or Muesli
\$21.00



Breakfast Quiche

Spinach, Tomatoes, & Goat Cheese served with Breakfast Potatoes
\$25.00



Classic Eggs Benedict

Canadian Bacon, Poached Eggs, & Hollandaise Sauce
\$30.00

Healthy Choice Breakfast

Half Grapefruit, Two Poached Eggs & Cottage Cheese
\$26.00

We proudly serve John Harney & Sons Tea

All plated breakfasts include:

*Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas
Breakfast Pastries & Breads*

Breakfast Buffet

Continental Breakfast Buffet

Breakfast Pastries & Breads
Sweet Butter and Assorted Preserves
With sliced fresh Seasonal Fruits & Berries
Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas
Freshly squeezed Orange, Grapefruit, & Chilled Cranberry Juice

\$28.00 per person

+5 Scrambled Eggs per person

+4 Sausage or Bacon

(Also Available: Turkey Bacon or Turkey Sausage)

Healthy Breakfast Buffet

Sliced Fresh Seasonal Fruits & Berries
Assorted Cereals & Milk
Individual Yogurts & Granola
Oatmeal with Golden Raisins & Brown Sugar
Whole Fruits, Assorted Juices
Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas

\$30.00 per person

+5 Scrambled Eggs per person

+4 Sausage or Bacon

(Also Available: Turkey Bacon or Turkey Sausage)

Full Breakfast Buffet

Scrambled Eggs, Bacon, & Sausage,
French Toast
Hash Brown Potatoes
Breakfast Pastries & Breads
Sweet Butter and Assorted Preserves
With sliced fresh Seasonal Fruits & Berries
Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas
Freshly squeezed Orange, Grapefruit, & Chilled Cranberry Juice

\$35.00 per person

(Also Available: Turkey Bacon or Turkey Sausage)

Minimum of 15 guests or surcharge of \$125.00 per day will apply

Brunch Buffet

Salads:

(Choose one selection)

Henley Park Salad
Classic Caesar Salad
Arugula Salad
Eggplant Salad

Accompaniment:

(Choose two selections)

Bacon
Sausage
Ham
Roasted Fingerling Potatoes
Potato Gratin
Asparagus Risotto

Entrée:

(Choose three selections)

Scrambled Eggs
Grilled Atlantic Salmon with Buerre Blanc
Mini Spinach, Tomatoes & Goat Cheese Quiche
Grilled Chicken Breast with Lemon Caper Sauce
Cinnamon Brioche French Toast
Grilled Vegetable Ravioli

Dessert:

(Choose one selection)

Mini Fruit Tarts
Assorted Cookies & Brownies
Henley Park Cheesecake
Chocolate Raspberry Cake

Brunch Buffet Includes:

Breakfast Pastries & Breads
Sweet Butter and Assorted Preserves
With sliced fresh Seasonal Fruits & Berries
Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas
Freshly squeezed Orange, Grapefruit, & Chilled Cranberry Juice

\$65.00 per person

\$75.00 per person with unlimited mimosa

Minimum of 15 guests or surcharge of \$125.00 per day will apply

Lunch Starters

Soups:

Roasted Tomato Bisque



Potato Leek



Beef Barley



Vegetable Minestrone



French Onion



Lobster Bisque +\$5.00 per guest

Salads:

Henley Park Salad

Mixed Greens, Tomatoes, Feta Cheese, Shaved Fennel, Carrots & Champagne Vinaigrette



Classic Caesar Salad

Ciabatta Croutons, Shaved Parmigiano-Reggiano, & Caesar dressing



Arugula Salad

Roasted Beets, Maytag Blue Cheese, Citrus Segments over Apple Cider Vinaigrette



Eggplant Salad

Eggplant, Olive Relish, Pine Nuts and Feta Cheese

Plated Lunch Entrees

Grilled Flat Iron Steak

Grilled Potatoes, Summer Squash & Chimichurri Sauce



Pan Seared Seasonal Fish

Zucchini Risotto, Vegetable of the Day, & Chive Butter Sauce



Tavern Club

*Roasted Turkey with Turkey Bacon, Lettuce, Tomato, Swiss Cheese,
Tarragon Mayo, on a Toasted Ciabatta with House-Cut French Fries*



Grilled Atlantic Salmon

Jasmine Rice, Tomatillo and Avocado Salsa and Crisp Yucca



Pan Seared Chicken Breast

Pan Fried, Lemon & Capers Jus, Fresh Artichoke Sauté with Baby Spinach



Vegetable Ravioli

Roasted Tomato & Pepper Sauce

Dessert:

Bourbon Pecan Pie

Vanilla bean Ice Cream & Caramel Sauce



Henley Park Cheesecake

Raspberry sauce



Carrot Cake

Caramel sauce



Chocolate Raspberry Cake

Raspberry sauce

\$40.00 per person

Plated Lunch Entrée Price includes:

One selection from the Lunch Starter Menu,

One dessert selection, with Oven fresh rolls

Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas

Lunch Buffets

Deli Sandwich Buffet

Sliced Smoked Turkey
Honey Cured Ham
Genoa Salami
Sliced Roast Beef
Lettuce, Sliced Tomatoes, Red Onions
Assortment of Sliced Cheeses
Mayonnaise, Mustard, Dill Pickles
Selection of Breads & Rolls
Chef's Pasta Salad
Homemade cookies and brownies
\$40.00 per person

Deluxe Lunch Buffet

Fresh Fruit Salad
Mixed Field Greens with Balsamic Vinaigrette
Lettuce, Sliced Tomatoes, Onions, Pickles
Selection of Breads & Rolls
Chilled Lemon Herb Chicken
Chilled Blackened Salmon
Curried Chicken Salad with Grapes & Apples
Homemade Cookies & Brownies
\$42.00 per person

Mediterranean Escape

Cucumber Dill & Feta Salad
Spanakopita & Falafel Bites
Vegetable Barley Soup
Chicken or Steak Skewers
Jasmine Rice
Grilled Seasonal Vegetables
Tzatziki Sauce, Feta Cheese, Hummus
Chocolate Mousse Cake
\$45.00 per person

Each lunch buffet selection includes:

**Freshly brewed Coffee, Decaffeinated Coffee, & Ice Tea
Minimum of 15 guests or surcharge of \$125.00 per day will apply**

Build Your Own Lunch Buffet

Starter:

Select one option from the Lunch Starter Menu

Entrée:

(Please select two for your group)

Roasted Vegetable Ravioli

Tomato and red pepper reduction



Jumbo Lump Crab Cake

+5 per person



Grilled Atlantic Salmon

Lemongrass beurre blanc



Pan Seared Chicken Breast

Lemon & Capers Jus, Fresh Artichoke



Grilled Flat Iron Steak

Chimichurri Sauce

Accompaniments:

(Please select two for your group)

Sweet Corn & Hearts of Palm Mache Salad

Roasted Fingerling Potatoes

Asparagus Risotto

Vegetable of the Day

Sautéed Spinach and Mushrooms

Dessert:

(Please select one for your group)

Bourbon Pecan Pie

Henley Park Cheesecake

Carrot Cake

Chocolate Raspberry Cake

Oven Fresh Rolls, Fresh brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas

\$55.00 per person

Minimum of 15 guests or surcharge of \$125.00 per day will apply

Dinner Starters

Soups:

Roasted Tomato Bisque



Potato Leek



Beef Barley



Vegetable Minestrone



French Onion



Lobster Bisque +\$5.00 per guest

Salads:

Henley Park Salad

Mixed Greens, Tomatoes, Feta Cheese, Shaved Fennel, Carrots & Champagne Vinaigrette



Classic Caesar Salad

Ciabatta Croutons, Shaved Parmigiano-Reggiano, & Caesar dressing



Arugula Salad

Roasted Beets, Maytag Blue Cheese, Citrus Segments over Apple Cider Vinaigrette



Eggplant Salad

Eggplant, Olive Relish, Pine Nuts & Feta Cheese



Chopped Kale Salad

Chopped Kale, Feta cheese, Cucumbers, Tomatoes, & Lemon Vinaigrette

Plated Dinner Entrees

(If more than one entrée is selected, the higher priced item will prevail)

Pan Fried Chicken Breast \$55.00

Pan Fried, Lemon & Capers Jus, Fresh Artichoke Sauté with Baby Spinach



Pan Seared Atlantic Salmon \$65.00

Jasmine Rice, Tomatillo and Avocado Salsa & Crisp Yucca



Grilled Vegetable Ravioli \$50.00



Grilled New York Strip 8 oz. \$65.00

Grilled Potatoes, Summer Squash & Chimichurri Sauce



Rack of Lamb \$70.00

*Pepper-Seared, Ragout of Roma Tomatoes, Kalamata Olives, Rosemary Baked Sweet Potato,
& Sautéed Baby Spinach*



Grilled Chicken Breast with Salmon \$70.00

Jasmine Rice, Haricot Vert, & Red Peppers



Grilled Beef Tenderloin with Shrimp or Crab Cake \$75.00

Yukon Gold Mash Potatoes, Tiny French Beans, Garlic & Green Peppercorn Brandy Demi Sauce

Dessert:

Bourbon Pecan Pie

Vanilla bean Ice Cream & Caramel Sauce



Henley Park Cheesecake

Raspberry sauce



Carrot Cake

Caramel sauce



Chocolate Raspberry Cake

Raspberry sauce

Plated dinner entrée price includes:

One selection from the Dinner Starter Menu,

One dessert selection,

Oven fresh rolls

Freshly brewed Coffee, Decaffeinated Coffee, & Assorted Herbal Teas

Buffet Dinner Package

Starter:

Select option from the Dinner Starter Menu

Hot Entrees:

(Please select two for your group)

Pan Seared Chicken Breast



Pan Seared Seasonal Fish



Grilled Atlantic Salmon



Grilled Flat Ironed Steak



Grilled Vegetable Ravioli

Accompaniments:

(Please select two for your group)

Yukon Mashed Potatoes

Parmigiano Potato Gratin

Oven Roasted Fingerling Potatoes

Steamed Jasmine Rice

Haricot Vert

Broccolini

Sautéed Spinach and Mushrooms

Dessert:

(Please select one for your group)

Bourbon Pecan Pie

Henley Park Cheesecake

Carrot Cake

Chocolate Raspberry Cake

Oven Fresh Rolls, Fresh Brewed Coffee, Decaffeinated Coffee, & Ice Tea

\$65.00 per person for two starters and two entrees

\$75.00 per person for three starters and three entrees

Minimum of 15 guests or surcharge of \$125.00 per day will apply

Hors d'Oeuvres & Reception Displays

Cold Hors d' Oeuvres

\$5.00 (Price per piece)

Curried Chicken on Toast Points
Cucumber Hummus Bites with Feta Cheese & Cherry Tomato
Grilled Asparagus Wrapped in Prosciutto with a Sherry-Shallot drizzle
Mini Caprese Salad on a Crispy Pita Chip
Deviled Eggs
Fruit Kabob

\$6.00 (price per piece)

Smoked Salmon & Dill Crème Fraiche
Sesame Tuna Tartare on Crispy Wonton with a hint of Wasabi & Pickled Ginger
Bruschetta on a Toasted Crostini
Smoked Salmon-Mascarpone in Phyllo Cup
Sizzling Shrimp Skewers with a Romesco Drizzle
Shrimp Cocktail

Hot Hors d' Oeuvres

\$5.00 (Price per piece)

Honey Teriyaki Chicken Skewers
Stuffed Spinach Spanakopita Triangle
Vegetable Spring Rolls
Vegetable Tempura
Caramelized Tomato and Artisan Goat Cheese Tartlets
Mushroom & Fresh Mozzarella Crostini

\$6.00 (Price per piece)

Chipotle BBQ Meatballs
Teriyaki Beef Satay
Cilantro Steak Empanadas
Mini Jumbo Lump Crab Cakes with Cajun Aioli
Mini Beef Wellington

Displays (price per person)

<i>Sliced Fresh Fruit and Berries</i>	\$8.00
<i>Crudités with Dipping Sauce</i>	\$8.00
<i>Grilled and Marinated Vegetables</i>	\$11.00
<i>Hummus with Pita Chips</i>	\$11.00
<i>Domestic and Imported Cheeses</i>	\$12.00
<i>Grilled & Marinated Antipasto</i>	\$13.00

Stations

Pasta Station

Caesar Salad

Penne Pasta & Tortellini

Alfredo Cheese, Fresh Tomato Marinara, & Pesto Sauce

Sliced Grilled Chicken Breast & Italian Sausage

Sautéed Mushroom & Baby Spinach

Eggplant, Onions, and Red Pepper

\$40.00 per person

Slider Station

(Choice of assorted sliders)

Crab Cake, Chicken, Beef & Pulled Pork

Julienne fries, Arugula Salad, Tavern salad & Accompaniments

Three Choices \$45.00 per person

Four Choices \$50.00 per person

Stir Fry Station

(Choice of Protein Options)

Chicken, Beef, or Shrimp

Jasmine Rice & Medley of Fresh Vegetables

Soy Sauce Glaze or Ginger Teriyaki Sauce

Mixed Baby Greens with Julienne Carrots & Tomatoes

Two Choices \$55.00 per person

Three Choices \$60.00 per person

\$100.00 Chef-Attendant Fee for the first two hours

\$50.00 for each additional hour

Cocktail Menu

BANQUET BEVERAGE INFORMATION

Includes your selection of premium, call or house brands, beer, wine and soft drinks.
Service charge and taxes not included in pricing

Bar Pricing:

Premium~ \$12.00++
Call~ \$10.00++
House~ \$9.00++
Domestic Beer~ \$7.00++
Imported Beer~ \$8.00++
House Wine~ \$9.00++
Sodas and Bottled Water~ \$3.50++
Cordials~ \$10.00++

HOSTED BAR PACKAGES

Premium Brand:

Ketel One, Tanqueray Ten, 10 Cane, Patron Silver, Makers Mark, Johnny Walker Black, Crown Royal

First Hour~ \$25 per person

Each Additional Hour~ \$10 per person

Call Brands:

Stoli, Bombay Sapphire, Captain Morgan, Jose Cuervo 1800, Jack Daniels, Johnny Walker Red, Canadian Club

First Hour~ \$18 per person

Each Additional Hour~ \$14 per person

House Brands:

Smirnoff, Bombay Dry, Bacardi Silver, Jose Cuervo Gold, Jim Beam, Cutty Sark, Seagrams 7

First Hour~ \$16 per person

Each Additional Hour~ \$13 per person

Beer, Wine & Soda Only:

Bud Light, Amstel Light, Corona, Budweiser, Heineken, Seasonal Beer
Cabernet Sauvignon, Chardonnay, Sparkling Wine

First Hour~ \$17 per person

Each additional hour~ \$10 per person