



ANDERSON
CONFERENCE CENTER

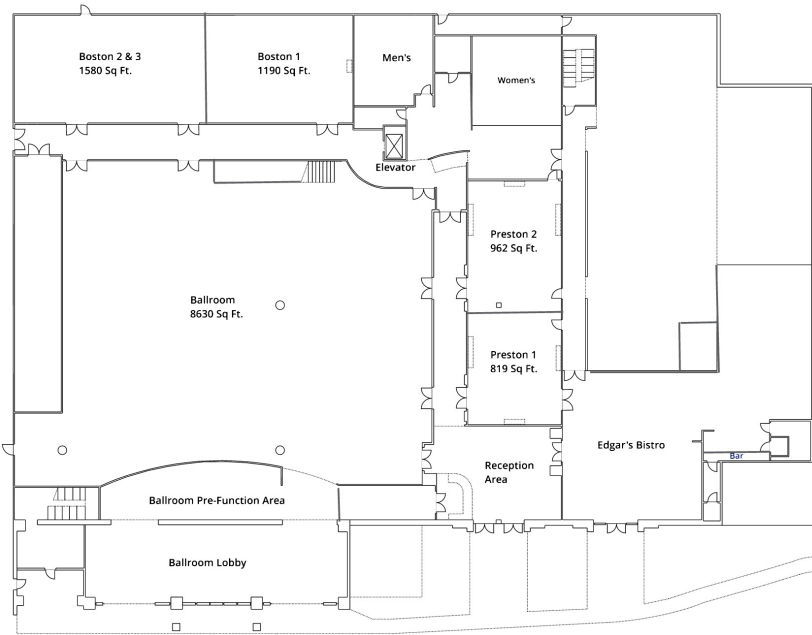
**EVENTS &
CATERING PACKET**

5171 Eisenhower Parkway, Macon, Georgia 31206

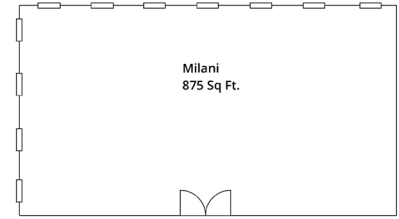
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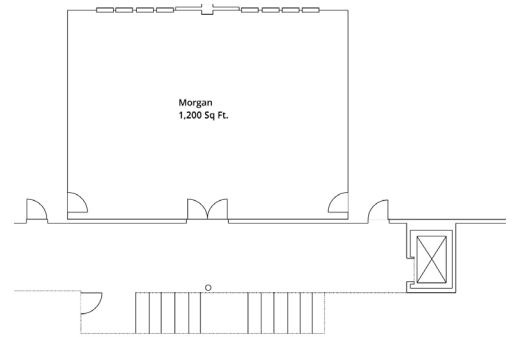
FLOOR PLANS



1st Floor



2nd Floor Milani



2nd Floor Morgan & Balcony

Mtg. Space	Area (Sq. Ft.)	Rounds	Theater	Classroom	U-Shape	Reception	Dinner/ Dance	Exhibits 8 x 10
1st Floor - Downstairs								
Ballroom Lobby	1,543	-	-	-	-	-	-	-
Ballroom Pre-Function	860	-	-	-	-	-	-	-
Ballroom *	8,630	440	740	300	90	650	408	45
Preston 1	819	32	60	24	24	50	-	5
Preston 2	962	37	70	24	24	60	-	5
Preston 1 & 2	1,781	80	90	48	-	100	56	10
Boston 1	1,190	42	98	30	24	80	-	14
Boston 2&3	1,580	72	120	42	30	100	-	18
Boston 1-3	2,770	144	230	84	58	175	120	32
2nd Floor - Upstairs								
Morgan	1200	64	80	45	33	80	-	13
Morgan Balcony	-	-	-	-	-	-	-	-
Milani **	875	-	-	-	-	30	-	-

* With Stage 32 x 12

**Milani is a video conference room only

All room sets are based on no additional equipment. Additional equipment will alter the max set.

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CATERING/CONFERENCE SPACE



By choosing our services you have made a great investment in our community. Proceeds from your event will go towards supporting our local Goodwill job services programs and Helms College to help others achieve abundant living in the Augusta and surrounding areas.

Please make an appointment to see our event space and discuss the details. Thank you, and we look forward to meeting you!



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BREAK PACKAGES

30 minutes

PACKAGE A

\$15 per person

Selection of:

- Bagged Popcorn
- Candy Bars
- Bagged Potato Chips
- Soft Drinks & Bottled Water

PACKAGE B

\$14 per person

Selection of:

- Granola Bars or Trail Mix
- Vegetable Crudite Cups or Fresh Fruit Cups
- Selection of Soft Drinks & Bottled Water

PACKAGE C

\$16 per person

Selection of:

- Bakehouse Cookies
- Bakehouse Brownies
- Soft Drinks & Bottled Water

BEVERAGE PACKAGE

****If no food is ordered****

1 hour

COLD BEVERAGE PACKAGE

\$12 per person

Selection of:

- Soft Drinks
- Bottle Water
- Juices

HOT BEVERAGE PACKAGE

\$9 per person

Selection of:

- Regular Coffee
- Decaf Coffee
- Hot Tea
- Condiments

BEVERAGE STATION

by the gallon

- Sweet Tea \$35
- Unsweet Tea \$35
- Lemonade \$30
- Punch \$35
- Coffee \$45
- Iced Water *free*

NOTICE: Service Charges and State Sales Tax

A 22% service charge and applicable taxes will be added to the food and beverage total. Notice: The consumption of raw or undercooked eggs, meat, poultry, seafood, or shellfish may increase your risk of food borne illness.

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BREAKFAST

CONTINENTAL BREAKFAST

\$19 per person

- Assorted Breakfast Pastries
Preserves
- Yogurt Parfait
Fresh Berries, Granola
- Steel Cut Oatmeal
Assorted Toppings
- Assorted Muffins
- Fresh Mixed Fruit
- Apple or Orange Juice
- Infused Water

MODIFIED CONTINENTAL

\$15 per person

- Assorted Muffins
- Fresh Cut Fruit
- Regular / Decaf Coffee
- Apple or Orange Juice
- Infused Water

HOT BREAKFAST BISCUITS

\$40 per dozen

- Bacon, Egg and Cheese
- Egg and Cheese
- Fried Chicken Cutlet
- Sausage
- Sausage, Egg and Cheese
- Ham, Egg and Cheese

BREAKFAST GRAND BUFFET

\$21 per person

- Assorted Breakfast Pastries
Preserves
- Fresh Mixed Fruit
- Scrambled Eggs
- Bacon or Sausage or
Turkey Sausage
- Breakfast Potatoes
Diced Fried Potatoes, Onions and Peppers
or Stone Ground Cheddar Grits
- Apple or Orange Juice and
Infused Water

ADDITIONAL ITEMS

(\$5 per person)

Biscuits and Gravy

Buttermilk Pancakes

Whipped Butter, Syrup

French Toast

Powdered Sugar, Syrup

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BOX LUNCH OPTIONS

All boxed lunches are served with cutlery, condiments and bottled water.

SANDWICH <i>(Select Two)</i>	SIDES <i>(Select One)</i>
<p>TURKEY CLUB Turkey, Bacon, Lettuce, Tomato</p> <p>TAVERN HAM & CHEDDAR Tavern Ham, Lettuce, Tomato, White Cheddar</p> <p>ROAST BEEF Roast Beef, Provolone, Arugula, Pickled Red Onion</p> <p>CHICKEN SALAD Green Leaf Lettuce</p> <p>GRILLED VEGETABLE WRAP Mixed Grilled Vegetables, Herb Cream Cheese Spread, Flour Tortilla</p>	<p>ZAPPS POTATO CHIPS</p> <p>COLESLAW</p> <p>SOUTHERN POTATO SALAD</p> <p>PASTA SALAD</p> <p>BROCCOLI SALAD</p>
<p>ADDITIONAL SIDES OR DESSERTS <i>(\$5 per person)</i></p>	<p>DESSERTS</p> <p>BAKEHOUSE COOKIES OR BROWNIES Chocolate Chip, Oatmeal Raisin, Fudge Brownie, Blondie</p>

\$18/person

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SOUP, SALAD & SANDWICH LUNCH BUFFET

Served with iced tea.

SALADS *(Select One)*

MIXED GREENS

Tomato, Cucumber, Carrot, Red Onion
House Vinaigrette or Ranch Dressing

CAESAR SALAD

Parmesan, Romaine Lettuce, Croutons, Caesar Dressing

SPINACH SALAD

Baby Spinach, Goat Cheese, Pecans, Bacon,
Roasted Tomatoes, Balsamic Vinaigrette

SOUP *(Select One)*

CREAM OF TOMATO

CLASSIC CHICKEN NOODLE

BROCCOLI AND CHEDDAR

DESSERT

BAKEHOUSE COOKIES AND BROWNIES

Chocolate Chip, Oatmeal Raisin,
Fudge Brownie, Blondie

SANDWICHES *(Select Two)*

TURKEY CLUB

Turkey, Bacon, Green Leaf Lettuce,
Tomato

TAVERN HAM AND CHEDDAR

Tavern Ham, Green Leaf Lettuce,
Tomato, White Cheddar

ROAST BEEF

Roast Beef, Provolone,
Arugula, Pickled Red Onion

CHICKEN SALAD

Green Leaf Lettuce

GRILLED VEGETABLE WRAP

Mixed Grilled Vegetables, Herb Cream
Cheese Spread, Flour Tortilla

\$27/person

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HORS D'OEUVRES

DISPLAYS

VEGETABLE CRUDITÉS & DIPS

\$9 per person

Assorted Vegetables, Focaccia Crostini, Pimento Cheese Dip, Hummus, Spinach-Artichoke Dip

CHARCUTERIE DISPLAY

\$14 per person

Selection of Cured Sausages and Meats, Imported Olives, Marinated Vegetables, Peppers, Assorted Jams, Balsamic Glaze, Focaccia Crostini

CHEESE BOARD

\$8 per person

Selection of Domestic and Imported Cheeses, Artisan Crackers

JUMBO GULF SHRIMP DISPLAY

\$30 per dozen (min. 3 dozen)

Lemon Aioli, Cocktail Sauce, Sweet Chili Sauce

FRUIT DISPLAY

\$9 per person

Assorted Seasonal Cut Fruit

Small Tray (25 people) **\$150**

Medium Tray (50 people) **\$300**

Large Tray (100 people) **\$575**

SLIDER STATION

\$48 per dozen

(min. 3 dozen)

(Choose Flavors)

BEEF SLIDERS - Smoked Gouda, Bacon Jam, BBQ Aioli, Pickle, Yeast Roll

PULLED BBQ CHICKEN OR PORK SLIDERS - Pulled BBQ Chicken or Pork, Sweet Heat BBQ Sauce, Creamy Slaw

HORS D'OEUVRES (HOT)

Priced by the dozen

VEGETABLE SPRING ROLLS _____ **\$32**

Sweet and Sour Sauce

CHICKEN WINGS _____ **\$40**

Sweet Heat BBQ, Buffalo, Sweet Chili

MEATBALLS _____ **\$32**

BBQ or Sweet and Sour

CHICKEN TENDERS _____ **\$34**

Ranch and Honey Mustard

MINI CRAB CAKES _____ **\$68**

Cajun Remoulade

COCONUT SHRIMP _____ **\$50**

BURNT PORK BELLY ENDS _____ **\$55**

Cider BBQ Glaze, House Pickle

CHICKEN SATAY _____ **\$38**

Sweet Chili or Peanut Sauce

HORS D'OEUVRES (COLD)

Priced by the dozen

TOMATO BRUSCHETTA _____ **\$34**

Tomato, Garlic, Onion, Basil, Balsamic and Extra Virgin Olive Oil

MARINATED MOZZARELLA AND TOMATO SKEWERS _____ **\$36**

PIMENTO CHEESE CROSTINI _____ **\$32**

SOUTHERN STYLE DEVEILED EGGS _____ **\$36**

ONION JAM AND GOAT CHEESE CROSTINI _____ **\$32**

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LUNCH OR DINNER PACKAGES

Includes water, tea, rolls and butter

SALADS *(Select One)*

ARUGULA & GRILLED PEACH SALAD
shallots, goat cheese, candied pecans, lemon
mustard vinaigrette

MIXED GREEN SALAD
Tomato, Cucumber, Red Onion, Shaved Carrot
Choice of House Vinaigrette or Ranch Dressing

CAESAR SALAD
Romaine Lettuce, Parmesan, Croutons,
Caesar Dressing

GREEN JACKET SALAD
Romaine Lettuce, Grape Tomatoes,
Parmesan, Green Onions, Fried Pita Chips,
Green Jacket Dressing

ICEBERG WEDGE
Iceberg Wedge, Tomatoes, Red Onion, Bacon,
Chive, Crumbled Blue Cheese, Buttermilk Blue
Cheese Dressing

SPINACH SALAD
Baby Spinach, Goat Cheese, Pecans, Bacon,
Roasted Tomatoes Balsamic Vinaigrette

COLE SLAW

SOUTHERN POTATO SALAD

PASTA SALAD

BROCCOLI SALAD

VEGETABLES *(Select One)*

MIXED SEASONAL VEGETABLES

STEAMED BROCCOLI

SAUTEED GREEN BEANS

MARINATED GRILLED VEGETABLES

PAN ROASTED BRUSSELS SPROUTS
with Bacon

ROASTED HONEY GLAZED CARROTS

GRILLED ASPARAGUS

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LUNCH OR DINNER PACKAGES (CONT.)

ENTRÉES (only one fried item)

BUFFET (Select Two) | PLATED: (Select One) | ADDITIONAL ENTREE: (\$7 per person)

<p><i>Chicken</i></p> <p>HERB MARINATED CHICKEN</p> <p>GRILLED BBQ CHICKEN</p> <p>SOUTHERN FRIED CHICKEN</p> <p>TUSCAN CREAM CHICKEN</p> <p>LEMON GARLIC CHICKEN</p> <p>CHICKEN MARSALA</p>	<p><i>Pork</i></p> <p>BABY BACK RIBS</p> <p>ROASTED HERB PORK LOIN</p> <p>MAPLE-MUSTARD GLAZED HAM</p> <p>APPLE-BOURBON GLAZED BONELESS PORK CHOPS</p> <p><i>Beef</i></p>	<p>BEEF TENDERLOIN MEDALLIONS (+\$4) Mushroom and Onion Demi</p> <p>HOME STYLE MEATLOAF</p> <p>COUNTRY FRIED STEAK Sawmill Gravy</p> <p>BRAISED SHORT RIBS (+\$4) with Cabernet Demi-Glace</p> <p>BOURBON GLAZED FLANK STEAK</p> <p><i>Seafood</i></p>	<p>BALSAMIC -FIG GLAZED SALMON (+\$2)</p> <p>FRIED CATFISH</p> <p>SAUTEED SHRIMP AND GRITS Tasso Gravy</p> <p>BLACKENED TILAPIA</p> <p>LEMON-PARSLEY COD</p>
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STARCHES (Select One)

ROASTED FINGERLING POTATOES

HERB MASHED POTATOES

WILD RICE PILAF

WHIPPED SWEET POTATOES

SMOKED GOUDA MAC & CHEESE

STONE GROUND CHEDDAR GRITS

LOADED MASHED POTATOES

DESSERT (Select One)

ASSORTED COOKIES <i>(Buffet Only)</i>	CHOCOLATE LAYER CAKE	NY CHEESECAKE
ASSORTED BROWNIES <i>(Buffet Only)</i>	TIRAMISU	RED VELVET CAKE
BANANA PUDDING <i>(Buffet Only)</i>	STRAWBERRY SHORT CAKE	PECAN TARTLET
	LEMON CREAM SHORT CAKE	PEACH COBBLER
	TUXEDO TRUFFLE MOUSSE CAKE	

ADDITIONAL STARCH OR DESSERT: (\$5 per person)

Lunch Buffet \$29/person
Lunch Plated \$31/person

Dinner Buffet \$38/person
Dinner Plated \$40/person

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MEXICAN BUFFET

Served with iced tea rolls and butter.

SALADS *(Select One)*

CHOPPED SALAD

Romaine, Black Beans, Jicama, Grilled Corn, Tomatoes, Peppers, Avocado, Cotija Cheese
Lime Vinaigrette

MEXICAN CAESAR SALAD

Romaine, Avocado, Fried Tortilla Strips, Cotija Cheese, Caesar Dressing

SIDES *(Select Two)*

STREET CORN

MEXICAN RICE

REFRIED BEANS

GRILLED VEGETABLES

ROASTED ZUCCHINI

ADDITIONAL ENTRÉE

(\$7 per person)

ADDITIONAL SIDES OR DESSERTS

(\$5 per person)

ENTRÉE *(Select Two)*

CHICKEN ENCHILADAS

Corn Tortilla, Shredded Chicken, Mixed Cheese, Enchilada Sauce, Cilantro

STREET TACOS

Tequila-Lime Chicken, Blackened Tilapia, Carnitas, Shredded Red Cabbage, Cilantro, Onion

CHILE RELLENOS

Poblano Peppers, Chorizo, Queso, Rice, Cilantro

MARINATED FLANK STEAK

Sliced and served with Classic Mole Sauce

FAJITAS

Chicken and Steak, Onions, Bell Peppers, Flour Tortillas, Pico de Gallo, Guacamole

Vegetarian dish available upon request.

DESSERT *(Select One)*

TRES LECHES

FLAN

CHURROS

\$35/person

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SOUTHERN BUFFET

Served with iced tea rolls and butter.

SALADS *(Select One)*

HEIRLOOM TOMATO SALAD

Red Onion, Chives, Herb Vinaigrette

ARUGULA AND GRILLED PEACH SALAD

Shallots, Goat Cheese, Candied Pecans,
Lemon-Mustard Vinaigrette

MIXED GREEN SALAD

Tomato, Cucumber, Red Onion, Shaved Carrot Choice of
House Vinaigrette or Ranch Dressing Bacon Vinaigrette

SIDES *(Select Two)*

BBQ BAKE BEANS

EDGARS SIGNATURE COLLARD GREENS

SMOKED GOUDA MAC & CHEESE

SAUTÉED GREEN BEANS

MASHED POTATOES

BLACK EYED PEAS

HONEY GLAZED CARROTS

RICE PILAF

ADDITIONAL ENTRÉE

(\$7 per person)

ADDITIONAL SIDES OR DESSERTS

(\$5 per person)

ENTRÉE *(Select Two - only one fried item)*

SOUTHERN FRIED OR BAKED CHICKEN

Hot Sauce, Local Honey

BABY BACK RIBS

Sweet Heat BBQ Sauce

BBQ PULLED PORK

Sweet Heat BBQ, Carolina Gold BBQ Sauce

FRIED CATFISH

Cajun Remoulade

SHRIMP AND GRITS

Shrimp, Stone Ground Cheddar Grits,
Tasso Gravy

DESSERT *(Select One)*

RED VELVET CAKE

CHOCOLATE LAYER CAKE

BANANA PUDDING

CHEF'S CHOICE COBBLER

\$35/person

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ITALIAN DINNER BUFFET

Served with iced tea rolls and butter.

SALADS *(Select One)*

TOMATO MOZZARELLA SALAD

Sliced Tomatoes, Fresh Mozzarella, Pesto, Balsamic Glaze

CAESAR SALAD

Romaine Lettuce, Parmesan, Croutons, Caesar Dressing

ITALIAN CHOPPED SALAD

Romaine, Radicchio, Iceberg, Celery, Red Onion, Tomatoes, Green Olives, Pepperoncini, Parmesan, Creamy Herb Dressing

SIDES *(Select Two)*

ROASTED FENNEL TOMATOES

GREEN PEAS AND PANCETTA

ROASTED BRUSSELS SPROUTS

BROCCOLI RABE WITH PINE NUTS

FETTUCCHINE TOSSED IN OLIVE OIL AND BASIL

POLENTA

ROASTED HERB POTATOES

ADDITIONAL ENTRÉE

(\$7 per person)

ADDITIONAL SIDES OR DESSERTS

(\$5 per person)

ENTRÉE *(Select Two)*

CLASSIC LASAGNA (OR VEGETABLE LASAGNA)

Ground Beef, Italian Sausage, Ricotta, Mozzarella, Pomodoro Sauce

TUSCAN CHICKEN

Spinach, Tomatoes, Garlic, Onions, Cream Sauce

SPAGHETTI AND MEATBALLS

SLICED FLANK STEAK PIZZAIOLA

Marinara Sauce, Herbs, Extra Virgin Olive Oil

ITALIAN SAUSAGE AND PEPPERS

Italian Sausage, Onions, Peppers, Pomodoro Sauce

Vegetarian dish available upon request.

DESSERT *(Select One)*

TIRAMISU

VANILLA PANNA COTTA

ITALIAN CHOCOLATE CREAM CAKE

\$35/person

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BAR PACKAGES

All guests over the age of 21 will be charged for the Bar Package rates regardless if they are drinking alcohol or not. Sparkling Wines are not included in the Bar Packages, but can be purchased separately.

BAR SETUP FEE, \$150

Includes mixers, garnish, glassware, setup and breakdown

TOP SHELF

Grey Goose | Patron Silver
Pineapple Plantation
Bombay Sapphire | Makers
Mark | Casamigos | Hennessy
D'usse VSOP

PREMIUM

Tito's | Johnnie Walker
Red | Captain Morgan
Tanqueray | Jack Daniels
Absolute | Crown Royal
Disaronno | José Cuervo

CALL

Dewar's
Bacardi | Aviation
Seagram's 7
Jim Beam
Smirnoff

*We may substitute any liquor with a comparable one based on availability.

HOST BAR PACKAGES

TOP SHELF

Per Hour, Per Person-\$21
or
Tickets-\$12 each

PREMIUM

Per Hour, Per Person-\$18
or
Tickets-\$10 each

CALL

Per Hour, Per Person-\$14
or
Tickets-\$8 each

BEER, WINE & SOFT DRINK PACKAGE

Per Hour, Per Person-\$12 Tickets-\$7 each

BEERS

Domestic: Bud Light,
Budweiser, Michelob Ultra

Imported: Heineken,
Corona

Craft Beer (Upon
Request):(+\$7) Please inquire
about current selections

WINES

White: Chardonnay,
Pinot Grigio & Moscato

Red: Merlot, Cabernet

NON-ALCOHOLIC

Coca-Cola
Diet Coke
Sprite
Gingerale
Tonic
Club Soda

HOST BAR

(Price Per Drink)

SOFT DRINKS \$2
BOTTLED WATER \$2
DOMESTIC BEER \$4
IMPORTED BEER \$6
HOUSE WINE BY GLASS \$7
CALL SELECTIONS \$8
PREMIUM SELECTIONS \$10
TOP SHELF SELECTIONS \$12

CONSUMPTION/CASH BARS

(Price Per Drink)

SOFT DRINKS \$3
BOTTLED WATER \$3
DOMESTIC BEER \$5
IMPORTED BEER \$7
HOUSE WINE BY GLASS \$8
CALL SELECTIONS \$9
PREMIUM SELECTIONS \$11
TOP SHELF SELECTIONS \$13

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PLANNING

VENUE HOURS

The Anderson Conference Center is available for booking between 6 a.m. and 12 a.m. daily, to include time allotted for setup and breakdown. Any exceptions may be made at the discretion of the venue during the time of booking. Rental periods are for an 8 hour time period.

EVENT SPACE

The Anderson Conference Center reserves the right to change the function space contracted should the guest count change or as deemed necessary by the conference center. Sufficient space will be made available to accommodate meeting/function/exhibit requirements.

The Anderson Conference Center reserves the right to maximize space usage for all function space.

Standard room rentals include 2 hour access before the start time of an event.

Labor charges will be incurred if a group requests changes to the room setup after the room has been set. Group will be charged a minimum of \$175.00 per room.

DECORATIONS

Fastening or affixing objects to ceilings, painted surfaces, podiums, columns, fabric moveable walls, or decorative walls will only be allowed under certain circumstances and must be approved by the Anderson Conference Center. Only approved adhesive products can be used. No nails or tape will be allowed on any surface.

The use of candles is permitted if the flame is enclosed by glass one inch above the flame. Please check with your Event Manager and/or Catering Manager for specifics regarding candle use. The use of glitters and confetti is not permitted. No helium balloons are allowed.

OVERTIME FEE

The overtime rate is \$300 per for one hour. The overtime fee is due upon arrival.

LINEN

The Anderson Conference Center offers table cloths for all tables, including exhibit tables. Our in-house table linens and napkins are available in white or black. Other colors may be offered, based on availability and advanced notice. In-house floor length linens available at \$10 each. (Limited supply)

EXHIBIT TABLES

The Anderson Conference Center will provide up to 5 table-top displays (6 or 8-foot tables) including standard linen, two chairs and one wastebasket at no charge during group program. A charge of \$50 per display will be charged for 6 displays and above. The Anderson Conference Center can provide extension cords, AV, etc. at a charge. Electrical fee \$50 in advance, \$75 day of event.

FOOD & BEVERAGES

The Anderson Conference Center does not allow any outside food or beverage to be brought on property at any time. All food and beverage products must be purchased from the Anderson Conference Center.

Due to food safety liability and the health department regulations, no food or beverage may be removed for the premises following any function.

To-go containers are strictly prohibited at our venue.

MINIMUMS

A minimum of 25 guests are required for food and beverages. If a group has less than 25 guests, a small group fee of \$150 will apply.

ALCOHOL POLICY

The Anderson Conference Center is regulated by the State Liquor Control Board. Per Georgia state law, alcoholic beverages of any kind will not be permitted to be brought into the premises by the patron or any of the patron's guests from the outside.

The Anderson Conference Center is the only licensee able to sell and serve liquor, beer and wine on premises. Georgia state law further prohibits the removal of alcoholic beverages purchased by the venue for client consumption.

The legal drinking age in Georgia is 21. Proper identification is required when attending a function with alcohol to be served. The Anderson Conference Center reserves the right to refuse service to any person who visibly appears to be intoxicated.

No shots or pitchers of alcohol will be served under any circumstances for any event.

We require 1 Bartender per every 100 guests. Each bartender is \$150 (includes 4 hours), \$35 for each additional hour.

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PLANNING (CONT.)

GUARANTEE

Guaranteed attendance for your event must be received by the sales team seven (7) days prior to your event date. The guarantee numbers provided are not subject to reduction and charges will be applied accordingly. You will be billed either for that number or the number of guests served, whichever is greater. In some instances, more notice may be required due to menu complexity, holidays, delivery, or other constraints. Guarantee increases received 72 hours or less prior to the event, shall incur a 10% price surcharge per person for the additional guests if the increase is above 5% of the guarantee. Any menu ordered within 72 hours of the function date will be considered a "pop-up" and subject to special menu selections and pricing.

MENUS

All menu prices are subject to change without prior notice unless they are on a Banquet Event Order signed by the client and returned to the Anderson Conference Center.

To assure availability of menu items, your selections should be submitted to the Catering team four weeks prior to your scheduled event.

Food and Beverage from packaged coffee breaks, continental breakfasts, breakfasts and luncheons are not transferable to other breaks.

Lunch menus are offered from 11 a.m. – 2 p.m.

Special Meals are defined as those meals requested for service other than the principal menu, either contracted in advance or at the time of service. All special meals must be included in the guarantee number.

FEES FOR CHILDREN

Children ages 0-2: no charge; children ages 3-10 children packages/pricing applies.

ADDITIONAL FEES

SHERIFFS

\$40 each per hour
to include 30 minutes prior and post event.
Required for all groups that will have a bar, anticipate 250 or more guests in attendance and/or are scheduled late nights or weekends (Friday to Sunday).

FIRE MARSHALS

\$40 each per hour
to include 30 minutes prior and post event.
Required for all groups that anticipate 250 or more guests in attendance.

CUSTODIANS

\$25 each per hour
to include 30 minutes prior and post event.
Custodial fees may apply for larger events as deemed necessary by the venue.

ANCILLARY PRICE LIST

ITEM	PRICE/EACH
Ballroom flying HD Double LCD Projectors w/ (19' x 14') Screen (Formatted to use as a package)	\$450
Portable Projector (2 in stock)	\$100
Portable 5x5 Screen (2 in stock)	\$100
Portable 10x10 Screen (2 in stock)	\$150
Preston Monitors	\$100
Handheld Wireless Microphone Ballroom	\$100
Lapel Microphone Ballroom	\$125
Portable Sound (Wired Microphone w/ Speakers)	\$150
Standing Podium (5 in stock)	\$50 Standing
Table Top Podium (1 in stock)	\$30 Table Top
Conference Telephone	\$100
Easels (8 in stock)	\$15
Flip Chart w/Pad and 3 Markers (5 Available)	\$35
White Board w/3 Markers (4 Available)	\$25
AV Tech Fee	\$75/Hr (4 Hr Minimum)
Police	\$40/Hr (4 Hr Minimum)
Fire Marshal (250 or more people)	\$40/Hr (4 Hr Minimum)
Bartender Fee	\$150 for up to 4 Hrs; \$35/Add'l Hr
1 Comp Per Table 85in Tablecloth Black or White (charge for extra)	\$6
Floor Length Tablecloths 120s (Black/Blue/Cream)	\$10
Spandex Chair Covers (Black up to 350 max./White up to 300 max.)	\$2
Cotton/Poly Boxed Chair Covers (White)	\$1
Chef Fee	\$150/Hr
Buffet Server Fee (Includes 4 servers)	\$80/Hr/Buffer Line
Vendor Table (Table, Linen, 2 Chairs)	\$50
Chargers (Gold/Silver)	\$1
Decoration Bundle, per person (Chair Cover, Chair Band, Charger)	\$3
Photocopies (Black & White or Color)	\$.20 Blk & White/ \$.30 Color
HDMI Cord	\$15

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THANK YOU!



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