



Embassy Suites by Hilton Des Moines Downtown

101 E. Locust St
Des Moines, IA 50309
515.244.1700

desmoines.embassysuites.com



**EMBASSY
SUITES**
by HILTON™

Embassy Suites by Hilton Des Moines Downtown
101 E. Locust St
Des Moines, IA 50309
515.244.1700
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EVENTS



All prices are subject to 25% service charge and applicable tax.

EVENTS

complete meeting packages

full day \$74 pp

private morning break

Starbucks® regular & decaf coffee
Teavana® hot teas
fruit juices
soft drinks
bottled water
fresh sliced fruit
assorted pastries

daily lunch buffet

Monday Heartland Buffet
Tuesday Italian Buffet
Wednesday Mexican Buffet
Thursday BBQ Buffet
Friday Pan Asian Station
Weekend Soup, Salad, and Sandwich Bar
All buffets include water, regular & decaf coffee, and iced tea

**If combined in-house groups are less than 30 guests, a plated combination entrée will be offered in place of buffet.*

**choose a different day's buffet for an additional \$6.00 pp*

**weekend buffet can be provided on any day for no additional charge*

**Lunch buffets are served in our common Atrium, host a private buffet line for an additional \$100.00*

private afternoon break

Starbucks® regular & decaf
Teavana® hot teas
fruit juices
soft drinks
bottled water
includes daily specialty break:
Monday - trail-mix station
Tuesday - half time
Wednesday - embassy break
Thursday - suite treats
Friday/Saturday/Sunday - two rivers

meeting space

general session meeting room
standard set-up

**Break-out space is available for an additional charge.*

audio-visual

audio-visual cart
projection screen
lcd projector
podium with wired microphone
wireless internet access

half day \$64 pp

morning or afternoon break

choose one lunch option:

daily lunch buffet
boxed lunch to-go

meeting space:

general session
standard set-up

standard audio visual package:

audio-visual cart
projection screen
lcd projector
podium with wired microphone
wireless internet access

Priced per person (pp)

Complete lunch buffet served in our complimentary breakfast area. Multiple groups may be going through the same buffet, but ample food will be prepared for all of the attendees.

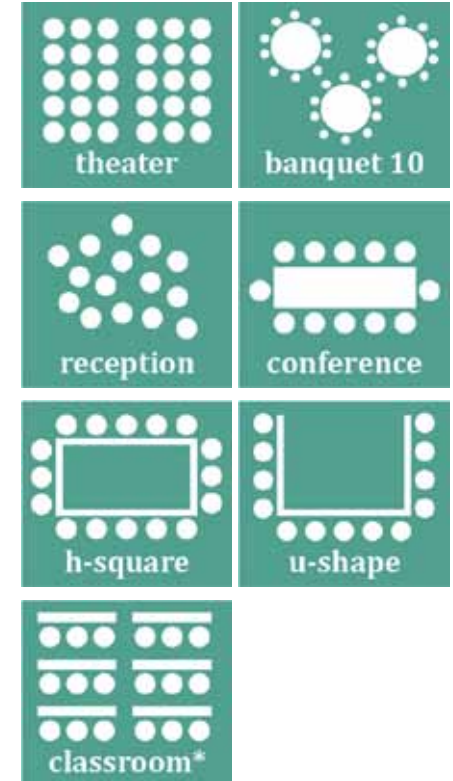


EVENTS

meeting rooms

room name	total sq. ft.	room size	ceiling ht.
Embassy Ballroom	10,650	142' x 75'	15'
Salon A	792	36' x 22'	15'
Salon B	1,080	36' x 30'	15'
Salon C	828	36' x 23'	15'
Salon ABC	2,700	36' x 75'	15'
Salon D	2,700	36' x 75'	15'
Salon E	2,550	36' x 75'	15'
Salon F	814	37' x 22'	15'
Salon G	1,110	37' x 30'	15'
Salon H	851	37' x 23'	15'
Salon FGH	2,775	37' x 75'	15'
Junior Ballroom	1,904	68' x 28'	13.8'
Mississippi	644	28' x 23'	13.8'
Missouri	588	28' x 21'	13.8'
Platte	672	28' x 24'	13.8'
Potomac	700	28' x 25'	13.8'
Scott's Landing	1,209	31' x 39'	11.5'
Executive Boardroom	476	28' x 17'	11.5'
Atrium	1,575	35' x 45'	80'
Riverview Lobby & Patio	3,724	98' x 28'	-

suggested set-ups





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BREAKFAST

All prices are subject to 25% service charge and applicable tax.

BREAKFAST

2 rivers continental buffet \$19 pp

served in our common area

individual yogurts

hard boiled eggs

seasonal sliced fruit

breakfast breads

fruit juices

Starbucks® fresh ground regular & decaf drip coffee

Teavana® hot teas

choose 1 to complement your 2 rivers continental:

stuffed croissant | scrambled eggs, chunks of ham & cheddar on a croissant \$4 pp

breakfast pizza | cream cheese, sausage, scrambled eggs & cheddar jack cheese \$4 pp

breakfast burritos | variety of bacon, sausage, and potato with scrambled eggs and cheddar cheese in a flour tortilla \$4 pp

river walk breakfast buffet \$24 pp

minimum of 30 guests

sliced fresh fruit

breakfast pastries

scrambled eggs

breakfast potatoes & sweet peppers

smoked bacon & sausage

Starbucks® fresh ground regular & decaf drip coffee

Teavana® hot teas

chef's enhancements

minimum of 30 guests

additional charge of \$7 pp as a buffet add-on

additional charge of \$13 pp as a standalone enhancement

private made to order omelet station

creme brulee french toast station with assorted toppings

eggs benedict action station (\$150 chef's fee)

mimosa & build-your-own bloody mary bar – available alcoholic & non-alcoholic

east village breakfast buffet \$27 pp

minimum of 30 guests

sliced fresh fruit

breakfast pastries

scrambled eggs

breakfast potatoes & sweet peppers

smoked bacon & grilled ham

biscuits & sausage gravy

french toast

juices

Starbucks® fresh ground regular & decaf drip coffee

Teavana® hot teas

waterfall breakfast – plated \$20 pp

scrambled eggs

breakfast potatoes | with sweet peppers & onions

choose 1:

–smoked bacon

–sausage links

chilled orange juice

assorted breakfast pastries

Starbucks® fresh ground regular & decaf drip coffee

Teavana® hot teas





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BREAKS



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BREAKS

***minimum of 30 guests**

capital city eye opener \$17 pp

fruit juices
seasonal sliced fruit
assorted pastries with butter to include fruit & cheese-filled danish, muffins, and breakfast breads

embassy break \$18 pp

house-made pita & tortilla chips
vegetable crudité with ranch
hummus, guacamole, salsa, & pico de gallo
mixed nuts
whole fruits

suite treats \$17 pp

assorted jumbo cookies
candy bars
chocolate drizzled pretzels
yogurt fruit parfaits
sliced fruit display

all breaks include bottled water, assorted Coca-Cola sodas, Starbucks® regular & decaf coffee, Teavana® hot teas, hot chocolate, and lemonade

**our Starbucks® coffee station includes fresh ground Starbucks® regular and decaf drip coffee, assorted Teavana® hot teas, Starbucks® hot chocolate, flavor shots®, and syrups*

half time \$17 pp

warm soft pretzels with cheese sauce
house-made caramel popcorn
miniature corn dogs
kettle chips & popcorn
candy bars
mixed nuts

two rivers \$20 pp

dried salami, prosciutto, & capicola
variety of cheeses from Milton Creamery
castelvetrano olives, sweet gherkins
almonds & dried fruit
house-baked crostini

trail-mix station \$16 pp

granola
M&Ms®
mixed nuts
dried fruits
house-made Chex® mix
Goldfish®

Breaks are all priced for a 1.5 hour time frame.



BREAKS

à la carte



continous beverage service

½ day continuous beverage service | \$13 pp

all day continuous beverage service | \$19 pp

filtered water dispensers

assorted Coca-Cola® sodas

Starbucks® fresh ground regular & decaf drip coffee

Teavana® hot teas

beverages

per 1 gallon \$55

Starbucks® fresh ground regular & decaf drip coffee

per gallon \$49

Teavana® hot teas

lemonade

iced tea

fruit punch

each \$3.50

fruit juices

bottled water

assorted flavored water

flavored ice tea

sparkling water

assorted Coca-Cola® sodas

Starbucks® hot chocolate packet

filtered water dispensers \$2.50pp

assorted treats

from the bakery

per dozen \$39

assorted pastries

bagels & cream cheese

banana nut bread

muffins

danish

scones

monkey bread

red velvet cupcake

fresh baked cookies

chocolate decadent brownies

from the pantry

each \$3.50

Rice Krispies® bars chocolate & candy coated

granola bars & breakfast bars

candy bars

assorted kettle chips

popcorn

whole fruit

per person \$4

fruit yogurts

sliced fresh fruit

warm pretzels

per pound \$19

mixed nuts

house-made Chex® mix





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LUNCH



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LUNCH

salad entrees

*all salad entrees come with chef's famous focaccia bread,
choice of 2 desserts, water, iced tea, and coffee*

embassy chef's salad \$28pp

chilled sliced ham and turkey with tomatoes, cucumbers, cheese, and hard-boiled eggs on a bed of tossed greens, served with 2 house-made dressings on side

east village cobb salad \$28pp

Chilled grilled chicken breast with crisped bacon, tomatoes, hard-boiled eggs, cucumber, and shredded cheese on a bed of chopped salad greens, served with 2 house-made dressings on side

des moines grilled chicken caesar salad \$28pp

Chilled grilled chicken, romaine, cherry tomatoes, parmesan cheese, croutons, and house made caesar dressing on side

iowa pork tenderloin salad \$28pp

sliced breaded pork tenderloin with crisped bacon, tomato, hard-boiled eggs, cucumber, and golden kernel corn on a bed of chopped salad greens, served with 2 house-made dressings on side

heartland southwest salad \$28pp

chilled grilled chicken breast with cherry tomatoes, shredded cheddar cheese, golden kernel corn, black beans and cucumber on a bed of romaine lettuce, served with house-made southwest ranch and avocado ranch dressings on side

all salad entrees can also be served as a boxed lunch



LUNCH

deli-style

sandwiches \$28 pp

the cyclone

grilled focaccia, roast beef, Milton® white cheddar, lettuce, tomato, red onion & bistro aioli

hawkeye croissant

cheese & herb topped croissant, turkey & ham, swiss cheese, lettuce, tomato, onion & cranberry aioli

turkey blt croissant

turkey, bacon, lettuce, & tomato with cheddar cheese & cranberry aioli

new york deli sub

turkey, ham, swiss and american cheese with lettuce tomato, mustard & mayonnaise on a bakery fresh hoagie bun

des moines (hot)

bbq beef with lettuce, tomato, creamy coleslaw, & bleu cheese aioli on a fresh bakery bun

chicken caprese (hot)

grilled chicken with pesto aioli, romaine lettuce, roma tomatoes, & fresh mozzarella on focaccia

wraps \$28 pp

veggie lovers

sun-dried tomato wrap, lettuce, peppers, grilled portabella, tomato, cucumbers, cheddar jack cheese & lemon pepper aioli

greek wrap

hummus, tomato, cucumber, red onion, spinach, kalamata olives, & feta cheese with balsamic vinaigrette

iowa wrap (hot)

bbq shredded pork, thick cut iowa bacon, french-fried onions, diced tomato, & creamy coleslaw

Make them plates or boxed lunches

plated option | includes:

- pasta salad
- individual bags of kettle chips
- iced tea & coffee
- cookie selection

boxed option | includes:

- individual bags of kettle chips
- whole fruits selection
- jumbo cookie
- soda & bottled water selection
- disposable silverware & napkin

excludes hot sandwiches



Priced per person (pp)

Includes 2 protein selections plus 1 vegetarian option.

\$3pp for each additional selection.



LUNCH

hot plated lunches

asiago encrusted chicken \$30 pp

breaded chicken breast with chardonnay cream sauce
garnished with red onion confit

**Graziano sausage stuffed chicken with sun-dried
tomato cream \$30**

breaded chicken stuffed with Des Moines' famous
Graziano's sausage & italian cheeses

**boursin-stuffed chicken with marsala mushroom
sauce \$30**

breaded chicken stuffed with herb & garlic cream
cheese boursin

raspberry chipotle pork tenderloin \$30

grilled pork tenderloin marinated in a raspberry
chipotle bbq sauce

roast pork loin au poivre \$30

oven-roasted pork loin with a creamy sauce of dijon
mustard & cracked black pepper

beef tips with asparagus, olive, and tomato \$33

beef tenderloin tips braised with a demi-glace rested
on asparagus tips, olives, & diced tomato

cod romesco \$30

oven-roasted cod filet topped with red pepper pesto

pesto roma salmon \$33

salmon filet topped with basil pesto, sliced tomato &
provolone cheese then finished in the oven

sliced flat iron steak \$33

grilled flat iron steak with wild mushroom sauce

**All hot plated lunches
include:**

embassy tossed salad
choice of vegetable & starch
bread & butter
choice of dessert accompaniment
Starbucks® fresh ground regular
& decaf drip coffee
iced tea

Priced per person (pp)

There will be a \$3 additional
charge per person for multiple
selections.

LUNCH

daily lunch buffets



Monday Heartland Buffet \$36 pp

minimum of 30 guests

garden salad | served with 2 house-made dressings
2 home-style salad favorites
fried chicken
meatloaf & sweet tomato glaze
chef's home style pork entrée
chef's soup
garlic mashed potatoes
chef's choice roasted vegetable
bread & butter
dessert accompaniments of chocolate cake, berry cheesecake, and spiced carrot cake

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Tuesday Italian Buffet \$36 pp

minimum of 30 guests

caesar salad
garden salad | served with 2 house-made dressings
featured cold salad
assorted pizzas
trio meat lasagna | with ground beef, bacon & Graziano® sausage italian inspired chicken entrée
themed soup
roasted vegetable
focaccia bread & butter
dessert accompaniments of lemon italia, tiramisu, and cannolis

Wednesday Mexican Buffet \$36 pp

minimum of 30 guests

mexican layered salad
garden salad | served with 2 house-made dressings
salsa & shredded lettuce
chicken enchiladas | with verde salsa
themed mexican entrée
beef soft shell tacos
red beans & rice
tortilla chips & salsa
dessert accompaniments of bistro key lime pie, bistro cheesecake, and strawberry cheesecake

Thursday BBQ Buffet \$36 pp

minimum of 30 guests

garden salad | served with 2 house-made dressings
2 themed picnic salad favorites
entrées | pulled bbq pork, chicken & beef
sandwich buns
chef's soup of the day
ranch & garlic mashed potatoes
chef's roasted vegetable
dessert accompaniments of chocolate cake, peach cobbler, and kentucky bourbon pecan pie

All private lunch buffets include:

Starbucks® fresh ground regular and decaf drip coffee
iced tea



Priced per person (pp)
Chef's fee of \$150 will be added for group's less than 30 guests.

*choose a different day's buffet for an additional \$4.00 pp

*weekend buffet can be provided on any day for no additional charge

LUNCH

daily lunch buffets (cont.)

Friday Pan Asian Station \$36 pp

minimum of 30 guests

Vegetable Egg Rolls

Crab Rangoon

Sautéed Vegetables

Sweet & Sour Chicken

White & Fried Rice

Lo Mein Noodles

Kung Pao Chicken

Sweet & Sour Pork

Mongolian Beef

**dessert accompaniments of sugared donuts
and bistro red velvet**

Weekend Soup, Salad, and Sandwich Bar \$36 pp

minimum of 30 guests

chef's choice of soup

**selection of 3 pre-made sandwiches or wraps with
condiments on side (excludes hot sandwiches)**

tossed garden salad served with 2 house-made dressings

bacon and broccoli salad

tomato cucumber salad

dill pickle spears

assorted kettle chips

assorted mini dessert display

All private lunch buffets

include:

Starbucks® fresh ground regular
and decaf drip coffee
iced tea



Priced per person (pp)
Chef's fee of \$150 will be added for
group's less than 30 guests.

*choose a different day's buffet for
an additional \$4.00 pp

*weekend buffet can be provided
on any day for no additional charge



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RECEPTION



All prices are subject to 25% service charge and applicable tax.

RECEPTION

hors d'oeuvres reception packages

pearl package \$37 PP

choice of 2 hot hors d'oeuvres
choice of 2 chilled hors d'oeuvres
display presentations | choose 1

ruby package \$49 pp

choice of 2 hot hors d'oeuvres
choice of 2 chilled hors d'oeuvres
display presentations | choose 2
carving stations | choose 1

diamond package \$66 pp

choice of 2 hot hors d'oeuvres
choice of 2 chilled hors d'oeuvres
display presentations | choose 2
carving stations | choose 2
chef's dessert display
gourmet coffee station | chocolates,
cinnamon sticks & flavored creamers

**For complete hors d'oeuvres listing
see next 2 pages*



display presentations

market cheese display | a variety of domestic cheeses with an assortment of crackers

fresh seasonal fruit display | an assortment of fresh seasonal fruit

vegetable crudité | an assortment of garden vegetables with dip

chips, chips & more chips | an assortment of potato chips, tortilla chips & salsa, pretzels & Chex® mix

charcuterie display | italian meats, marinated & grilled vegetables, cheese, olives, artichokes & gherkins

carving stations

turkey breast roasted | petite rolls, cranberry relish & herb mayo

ham honey glazed | petite rolls, honey mustard sauce

pork loin roasted | petite rolls, bbq sauce

baron of beef | au jus & horseradish sauce

salmon wellington

Items selected from tier 2 or 3 will be limited to 3 pieces per person for all packages.



Priced per person (pp)
All packages are based on a 90
minute reception time.

RECEPTION

cold hors d'oeuvres

tier 1

\$175 | per 50 pieces

pinwheels | turkey, ham & corned beef, spinach, tomato & tortillas

blue cheese & walnut bites | edible cup, blue cheese & walnuts

sriracha chicken salad | chicken salad, almonds & bibb lettuce cups

assorted canapés

ciabatta tea sandwiches | assortment of meats & cheeses

roast beef & horseradish crostini's

brie stuffed strawberries | spiced yogurt dip

fire cracker stuffed eggs | deviled eggs

candied bacon jam tart

blt tartlet

tier 2

\$195 | per 50 pieces

watermelon, mozzarella & basil skewers | balsamic syrup

bruschetta trio | toasted crostinis

skewered italian salad | tomato, mozzarella pearls, olive & bibb lettuce

rojo chicken wonton | crema & pico de gallo

bibb lettuce & prosciutto wrap | parmesan wedge, smokey blue cheese dip

ham & brie bouchee

caprese skewer with balsamic glaze

mediterranean antipasto skewers

balsamic chicken tzatziki on pita chips

peach & white cheddar en croute

raspberry brie tartlet

tier 3

\$225 | per 50 pieces

shrimp martini | personalized shrimp cocktail served in a mini mason jar

smoked salmon crisps | dill cream cheese, capers & focaccia crisp

ceviche martini | scallops & shrimp dice, lime juice, garlic, jalapeños, green onion & carrot

crab cake stuffed pasta shell

charcuterie bundle | prosciutto, salami, cheese shard, olives, gherkin & parmesan cup

salmon mousse creme puff

california sushi roll with wasabi and soy

sesame-seared tuna wonton with wasabi mango



RECEPTION

hot hors d'oeuvres

tier 1

\$175 | per 50 pieces

assorted mini quiche

sausage stuffed mushrooms |

mushrooms stuffed with Graziano®

italian sausage

breaded portobello fries | tomato jam

beef satay | sweet chili sauce

chicken satay | peanut sauce, toasted

sesame seeds

bbq meatballs

china town meatballs | pork & beef,

sweet chili sauce

chicken strips | ranch & honey mustard

dressing

smoked jerk wings | pineapple &

mango glaze

vegetable egg roll | sweet & sour sauce

roasted figs | wrapped in prosciutto &

balsamic glaze

fried baby yukon | sour cream dill

pioneer corn bites | sweet corn,

peppers, bacon & panko breading

mini dauphinoise potato

boursin-stuffed mushroom

breaded provolone marinara

tier 2

\$195 | per 50 pieces

peking duck spring roll | sweet chili
sauce

mini beef wellington | beef bordelaise &
puff pastry

assorted mini pizza on grilled

flatbreads | pesto chicken, wild

mushroom & cheese

crab cake stuffed mushrooms balsamic
drizzle

wild mushroom tart | sweet onion,

herbs, puff pastry & brie

reuben dip | rye toast points

spinach dip | tortilla chips & focaccia

toast

authentic soft shell taco | corn tortilla,

seasoned chopped beef & pico de gallo

southwest chicken puff with

guacamole

mini cordon bleu

jalapeno poppers

coconut chicken skewers

mini crab cake sriracha aioli

tier 3

\$225 | per 50 pieces

bacon wrapped scallops | scallops
wrapped in bacon & garlic butter

hot crab dip | crab, spinach, artichokes,
green onions, cheese & cream, crackers

coconut shrimp | sweet chili sauce

pork tenderloin medallions | mashed
potato & mushroom bordelaise

braised brisket wonton | tomato curry
& spiced yogurt

seared scallops | bacon, parmesan

polenta & smoked tomato butter

bacon wrapped shrimp | parmesan

polenta & plum bbq sauce

baked olive trio | garlic, olive oil, panko
& focaccia toast

sausage & peppers in pastry

lamb kabob | kofta

fish taco | pico & cabbage slaw, crema,
soft tortilla

crab wonton with sweet chili sauce

bacon-wrapped chicken with jalapeno
cheese

spanakopita

bacon-wrapped shrimp and jalapeno

with raspberry bbq

pulled pork slider with coleslaw



RECEPTION

display & carving



displays

minimum of 20 people

carving

chef's fee of \$75 will apply,
one chef per 100 people

slider bar \$195

choose 3 of the following:

- cranberry chicken salad
- ham & swiss with sliced apple
- pastrami swiss with sauerkraut
- roast pork with dill pickle & dijon aioli
- bbq beef & bleu cheese
- turkey & white cheddar with spicy 1000 island dressing
- capicola & provolone with pesto aioli

carving presentations

tenderloin of beef \$475 | served with dinner rolls, garlic & scallion horseradish sauce

serves approximately 25 pl

roasted baron of beef \$325 | served with dinner rolls, au jus & horseradish sauce

serves approximately 50 pl

honey mustard glazed pit ham \$250 |

served with dinner rolls & honey mustard sauce

serves approximately 30 pl

smoked pork loin \$275 | served with dinner rolls, honey mustard & bbq sauce

serves approximately 30 pl

roasted breast of turkey \$325 | served with dinner rolls, cranberry mayo

serves approximately 30 pl

reception presentation displays

fromage display \$5.75 pp | display of international & domestic cheeses, medley of crackers, garnished with grapes & strawberries

fresh seasonal fruit display \$4.75 pp | fresh seasonal fruits & flavored yogurt dip

vegetable crudités \$4.25 pp | fresh garden vegetables with dip

brown sugar cured salmon \$6.50 pp | side of salmon cured in brown sugar, dill, smoked, crackers, capers & lemon wedges

minimum of 25 guests

antipasto display \$6 pp | salami, capicola ham, prosciutto, fresh mozzarella, asparagus, marinated: artichokes, mushrooms & tomatoes, olives, red pepper

strips, served with crostinis

jumbo chilled shrimp:

50 pieces \$225 | 100 pieces \$400

served with lemon & cocktail sauce

packages have a maximum of 3 pieces per person

smoked salmon \$195 | capers, red onion, dill creme and crostinis

serves approximately 50 pl

hummus platter \$175 | traditional, roasted red pepper, and black bean hummus with olives, cucumber slices and pita chips

serves approximately 50 pl

sweet bar \$8 pp | chef's assorted:

cheesecakes, gourmet cakes & sweet street bars



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DINNER

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DINNER

plated combination dinners

choose 2 entrées \$44 pp

beef entrées

5 oz USDA prime top sirloin

5 oz USDA prime bacon wrapped beef tenderloin + \$11pp

served with your choice of sauce:

- wild mushroom sauce
- bordelaise
- de burgo sauce

stuffed chicken entrées

Graziano® chicken | Graziano® italian sausage, mozzarella, Boursin® cheese, sun-dried tomato, spinach & red pepper alfredo sauce

margarita chicken | trio of italian cheeses, sun-dried tomatoes, fresh basil & sweet pepper marinara sauce

parmesan chicken | parmesan, prosciutto & saffron cream sauce

marsala chicken | spiced cream cheese, mushrooms, scallions & herbs, marsala sauce

piccata chicken | trio of italian cheese, artichokes, capers & garlic, piccata sauce

italian chicken | capicola, spinach & artichoke seasoned cream cheese, roasted garlic cream sauce

pork entrées

roasted pork loin with choice of sauce:

fennel caper sauce | olive oil, fennel bulbs, white wine, tomatoes, lemon zest, parsley, capers & shallots

wild mushroom sauce | veal demi, wild mushrooms, red wine, butter, garlic, shallots, fresh parsley & herbs

dijon cream sauce | cream, dijon mustard, white wine, button mushrooms, butter, garlic & shallots

seafood entrées

atlantic salmon | fresh dill cream sauce

scallops & garlic scampi

bacon wrapped shrimp | with tomato butter

All entrées include:
embassy's tossed salad
choice of vegetable & starch
bread & butter
choice of dessert accompaniment
Starbucks® fresh ground regular
and decaf drip coffee
iced tea



DINNER

plated dinners

beef entrées

USDA prime top sirloin \$44

10 oz USDA prime top sirloin with choice of sauce:

- wild mushroom
- bordelaise
- de burgo

USDA prime KC Strip \$49

10 oz USDA prime KC Strip with choice of sauce:

- wild mushroom
- bordelaise
- de burgo

bacon wrapped beef tenderloin \$55

8 oz grilled beef tenderloin with choice of sauce:

- wild mushroom
- bordelaise
- de burgo

london broil chimichurri red pepper salsa \$42

prime rib with horseradish & au jus \$42

beef tips with asparagus, olive and tomato \$40

pork entrées \$39

raspberry chipotle pork tenderloin

roast pork loin au poivre

Roast pork loin with rosemary demi

Bacon-wrapped pork tenderloin with cracked pepper demi

Iowa chop with apple brandy glaze

chicken entrées \$39

Graziano® stuffed chicken | Graziano® italian sausage, mozzarella, Boursin® cheese, sun-dried tomato, spinach & red pepper alfredo sauce

margarita stuffed chicken | trio of italian cheese, sun-dried tomatoes, fresh basil & sweet pepper marinara sauce

parmesan stuffed chicken | parmesan, prosciutto & saffron cream sauce

marsala stuffed chicken | spiced cream cheese, mushrooms, scallions & herbs, marsala sauce

piccata stuffed chicken | trio of italian cheese, artichokes, capers & garlic, piccata sauce

italian stuffed chicken | capicola, spinach & artichoke, seasoned cream cheese, roasted garlic cream sauce

boursin stuffed chicken | marsala mushroom sauce

chicken wellington

asiago chicken with alfredo sauce

seared chicken with chardonnay cream and red onion confit

seafood entrées \$42

atlantic salmon | fresh dill cream sauce

bacon wrapped shrimp | with tomato butter

pesto roma salmon

sweet chili rubbed salmon

cod romesco

All entrées include:
embassy's tossed salad
chef's selection of seasonal roasted vegetable & starch
bread & butter
choice of dessert accompaniment
coffee | regular & decaf
iced tea



Priced per person (pp) There will be a \$3 additional charge per person for multiple selections.

DINNER

dinner buffets

americana buffet

2 entrées | \$54

3 entrées | \$64

salads choose 3

garden salad | served with 2

house-made dressings

caesar salad

orzo pasta salad

marinated cucumber & tomato salad

tomato caprese salad

potato salad

broccoli salad

black bean & corn salad

greek salad

lentil quinoa salad

couscous salad

pasta salad

watermelon salad

beef entrées

slow roasted prime rib with wild

mushroom sauce | lightly smoked with

apple wood & slow roasted

prime top sirloin with choice of sauce

-wild mushroom

- bordelaise

- de burgo

chicken entrées

chicken breast floured & seared with

choice of sauce:

scallopini sauce | chicken stock, mushrooms, butter, white wine, lemon & parsley

piccata sauce | chicken stock, white wine, butter, shallots, garlic, tomatoes, artichokes, lemon capers, parley & thyme

marsala sauce | veal demi-glaze, mushrooms, marsala wine & herbs

champagne sauce | cream, white wine, butter, herbs & fresh parsley

pork entrées

roasted pork loin with choice of sauce:

rosemary demi | roasted tomato, cream, red wine, veal demi-glaze, parsley, thyme, rosemary & garlic

dijon cream sauce | cream, dijon mustard, white wine, button mushrooms, butter, garlic & shallots

porchetta "stuffed pork roast" fennel

caper sauce | olive oil, fennel bulbs, white wine, tomatoes, lemon zest, parsley, capers & shallots

fish

atlantic salmon | fresh dill cream sauce

baked cod with zinfandel cream sauce

blush cream sauce

vegetarian

stacked eggplant | sliced eggplant, sweet peppers, red onion, squash, mozzarella & red sauce

starches choose 1

garlic & ranch mashed baby reds

garden wild rice

rosemary roasted yukon gold potatoes

au gratin potatoes

baked wedged potatoes | with cream cheese & sour cream dressing

twice baked mashed | with parmesan & bread crumbs

All dinner buffets include:

choice of 3 salads

entrée selections

choice of vegetable accompaniment

choice of 1 starch

choice display of 3 dessert

accompaniments

fresh bread & butter

iced tea & coffee service



add a carving station to your buffet | \$6 pp

slow roasted prime rib

beef tenderloin

baron of beef

pit ham

pork loin

breast of turkey

40 person minimum. Chef's fee of \$150 will be added for groups less than 40.

ACCOMPANIMENTS

vegetable & starch

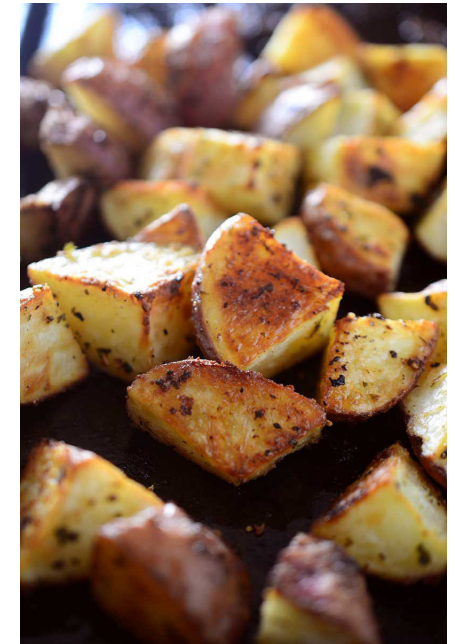


vegetable

- broccoli polonaise
- curried cauliflower
- glazed carrots
- green bean almondine
- green bean with onion & bacon
- heartland succotash | corn, lima beans, bacon & leeks
- broccolini
- roasted asparagus
- sugar snap peas
- steamed broccoli, cauliflower, & carrots
- roasted zucchini, yellow squash, carrots & bell peppers

starch

- roasted red potatoes
- spinach & bacon au gratin
- yukon twice baked
- cheddar bacon mashed potato
- sweet potato mashed or baked
- scalloped potatoes
- macaroni & cheese
- risotto
- loaded potato casserole
- toasted couscous
- basmati rice
- wild rice pilaf
- dauphinoise
- roast pepper polenta



ACCOMPANIMENTS

dessert

cakes

chocolate
spiced carrot
tiramisu
grilled angel food cake with berries
strawberry shortcake
lemon italia
bistro red velvet
bistro lemon mousse
bistro chocolate peanut butter
bistro key lime

cheesecakes

turtle cheesecake
berry cheesecake
bistro cheesecake

pies/cobblers

assorted fruit pies & cobblers
peach cobbler
kentucky bourbon pecan pie

sweet treats

assorted mini dessert display
assorted ice cream with m&m pieces & heath bar toppings
assorted jumbo cookies
chocolate decadent brownies
chocolate & candy topped rice krispie bars
chocolate covered strawberries
chocolate & strawberry mousse
tiramisu & cannolis



DIETARY ACCOMMODATIONS

Grilled Vegetable Risotto (GF)

Spicy Tofu and Vegetable Curry with steamed rice (GF, Vegan)

Vegetable Pad Thai (GF, Vegan)

Pasta Primavera with Garlic Olive Oil & Chardonnay Sauce

Vegetable Lasagne

Tortellini Marinara

Manicotti Marinara

Portobello Stacker (GF)

Eggplant Parmesan

Vegetable Pasta Roulade





**EMBASSY
SUITES**
by HILTON™

Embassy Suites by Hilton Des Moines Downtown
101 E. Locust St
Des Moines, IA 50309
515.244.1700
desmoines.embassysuites.com

WINE & SPIRITS

All prices are subject to 25% service charge and applicable tax.



WINE & SPIRITS

beverage bill of fare

by the hour

A package designed to ease your budgeting plans. Simply choose the package you prefer. The amount charged is on a per person basis in accordance with the guaranteed attendance, or the actual attendance, if higher.

well brands

1st hour | \$16 pp

additional hour | \$11 pp

Vodka

Gin

Rum

Bourbon

Scotch

Whisky

Tequila

premium brands

1st hour | \$21 pp

additional hour | \$15 pp

Absolut Vodka

Tanqueray Gin

Malibu Rum

Captain Morgan Spiced Rum

Jim Beam Bourbon

Glenfiddich Scotch

Crown Royal Canadian Whisky

Jack Daniel's Tennessee Whiskey

Jameson Irish Whiskey

Cuervo 1800 Tequila

beer selections

imported

Corona Extra

Heinekin

Dos Equis

domestic

Budweiser

Bud Light

Miller Lite

Shock Top

Samuel Adams

Coors Light

cordials & cognacs

Baileys

Kahlua

Hennessey

labor charges: If revenue does not average \$200 per hour per bar, a labor charge of \$75 per hour per bar will be charged.

WINE & SPIRITS

beverage bill of fare (cont.)

house wine



	per person	per bottle
pinot noir	\$13	\$32
chardonnay	\$13	\$32
white zinfande	\$13	\$32
cabernet sauvignon	\$13	\$32
Mirassou wines	\$8.00	\$8.00

wine selections

premium selection	per person	per bottle
pinot noir - Mirassou, Ca	\$15	\$37
chardonnay - Mirassou, Ca	\$15	\$37
pinot grigio - Mirassou, Ca	\$15	\$37
cabernet sauvignon - William Hill, Ca	\$17	\$39
cabernet sauvignon Louis Martini, Ca	\$17	\$37
Moscato - Mirassou, Ca	\$15	\$37

sparkling wine

William Wycliffe	\$4	\$28
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wine selections | Per person wine price reflects unlimited wine service during dinner.

beverages

per drink	host	cash
cocktails - well	\$7.00	\$7.00
cocktails - premium	\$9.00	\$9.00
domestic beer	\$5.50	\$6.00
import beer	\$6.50	\$7.00
non-alcoholic beer	\$5.50	\$6.00
house wines	\$6.50	\$7.00
soft drinks	\$3.00	\$3.50
bottled water	\$3.00	\$3.50

host bar | A complete beverage service, attractive portable bars and garnishes are offered. All charges reflect the actual number of drinks served.

cash bar | Cash bar prices are inclusive of sales tax. Please ask your catering manager about a combination host/cash bar.



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EVENT TECH

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EVENT TECH

lcd projector with screen

price per day

5x5 screen \$325

8x8 screen \$375

10x12 screen \$425

video components

price per day

25' vga extension cable \$30

50' vga extension cable \$50

56" flat screen tv \$275

laptop computer \$150

audio visual cart \$25

power point presenter \$35

audio components

price per day

portable pa system including mixer \$250

4 channel mixer \$60

12 channel mixer \$120

wireless handheld microphone \$110

wireless lavalier microphone \$110

wired handheld microphone \$40

podium with wired microphone \$40

house sound patch fee \$60

screens

price per day

10' x 12' \$115

8' x 8' \$50

5' x 5' \$35

accessories

price per day

flipchart- Post-it® pad \$65

tripod easel \$15

extension cord \$15

power strip \$15

220v power board \$75

white board \$40

miscellaneous

pipe & drape

12' black or white \$6/foot

on-site av technician \$65/hour

set-up/tear-down tech \$65/hour

led up lighting \$30 each

internet & phone

price per day

wired high speed line \$50

wireless internet \$250

maximum 30 connections \$200

dedicated bandwidth inquire with cm polycom. \$125

internet

The Embassy Suites works exclusively with our technology partner, Windstream®/XETA® hospitality, for customized technical solutions regarding the bandwidth and internet needs that will provide the best results for your conference. Please work through your catering or convention services manager for pricing based upon your specific needs.





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GENERAL INFO

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GENERAL INFO

function & event info

to our customers & guests

We are eager to help you, both in the planning and serving of your function. Should the menu selections presented here not fulfill your requirements, please let us know as we welcome the challenge to custom tailor menus to your specific needs.

food & beverage

All food items served in the hotel premises must be supplied and prepared by the hotel culinary team. All alcoholic beverages to be served on the hotels premises for the function must be dispensed only by hotel servers and bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are under age. For questions regarding our menu, please contact your Catering Manager.



engineering, electrical & av

Special engineering requirements must be specified to our Catering Department at least three weeks prior to the function. Charges will be based on labor involved and power drain. A wide selection of audio-visual equipment and services are available in-house on a rental basis. Orders may be placed through the Catering Department. Utilization of outside audio visual vendors is not permitted without prior written approval from the hotel. The hotel may charge 30% of assessed rental value on all equipment brought in from any outside vendor. There is no surcharge for a group to utilize their own audio visual equipment. Should the hotel need to assist technically with audio visual equipment that was not ordered through hotel a \$65 per hour (1 hour minimum) fee will be assessed.

billing & deposits

We welcome new accounts, and require that credit be established with our accounting office thirty days prior to the arrival date if you require billing privileges. Credit can only be established for functions over \$2,000. Approved billings are payable within 30 days of receipt of statement. In the event billing arrangements are not made, full payment is due three working days prior to the event or guaranteed with a credit card. Advanced deposits, when required, are non-refundable 60 days prior to the event, unless otherwise stated in contract.

guarantee agreement

We require a confirmation of guaranteed attendance at least 72 business hours in advance of all functions. Your bill will be based on the guaranteed number, plus charges over and above. Meals will be prepared for your guaranteed figure. Our Banquet Kitchen will make every effort to duplicate your menu for any additional guests, in the event that this cannot be done, a substitute entrée will be provided. In the event we do not receive a guarantee, we will consider the number of guests indicated as estimated on the catering contract as the guarantee.



GENERAL INFO

function & event info (cont.)

shipping & receiving

All incoming packages should be addressed to your on-site contact's name and marked with the company's name and date of your meeting. Because of limited storage space, boxes can be accepted no more than three working days prior to your meeting. A storage fee of \$10/ per day, per box will be applied to any materials shipped earlier than three days prior to the event. Boxes left on premises for longer than one week after departure without shipping instructions will be discarded.

insurance & indemnification

Guest shall indemnify and hold Hotel and its affiliates harmless from any and all claims, suites, losses, damages and expenses on account of injury to any party in connection with the function or resulting from damage or destruction of any hotel property by guests or any attendee of the function on the hotel's premises.

room set-up fee

Function rooms are assigned according to the anticipated guaranteed number of guests. If there are fluctuations in the number of attendees, the hotel reserves the right to assign accordingly the banquet function room. The hotel will charge \$125 for changes to room set up day of event.

service charge & tax

All food and beverage functions are subject to applicable service charges (currently 25%) and tax (currently 7%) as specified by the contract. All food and beverage functions require a minimum number of attendees. Any function not meeting the minimum requirement is subject to a surcharge. Service fees for bartenders, food station attendants, cashiers and other additional service staff are applicable. This is in addition to the customary service charge and sales tax.

lost & found

The housekeeping department administers lost and found. The hotel cannot be responsible for damage or loss of any articles or merchandise left in the hotel prior to or following your banquet or meeting. Security arrangements should be made for all merchandise or articles set-up prior to the planned event if left unattended for any time.

miscellaneous

*If technical assistance is needed in the set-up of any Audio Visual equipment not provided by the hotel, a \$65 labor charge will be billed per hour. (Minimum of 1 hour billed)

*There is no charge for dance floor or stage, however if dance floor is larger than 21' x 24' or if stage is larger than 32' x 16' please consult with your catering manager for a price quote.

*All 6ft. display/exhibitor tables will have linens and skirting or scuba, however if group has more than (10) 6x30 display/exhibitor tables in one room please consult with your catering manager for a price quote.

*Hotel will set up stage railings with every stage unless group signs the hotel waiver form.

*One complimentary standing podium with wired Microphone available per event/day.

*One banner per room hung complimentary any additional items will be \$30 each

