



CURIO: A COLLECTION BY HILTON

During the Planning Stages

Experienced on site Catering Manager and Banquets team to attend to all of your food, beverage and room set up needs

Access to our preferred vendors list and exclusive vendor discounts

One hour of rehearsal time prior to your wedding

Discounted guest room accommodations in our newly renovated

100 room property

Complimentary Offerings on Your Special Day

Minimum of three-hour Veranda set up time included

Generous Event time to include 5 hours for receptions and 5 ½ hours for receptions in conjunction with a ceremony

Professional & experienced service staff

Butler Service during cocktail hour

Use of all in house tables and chairs - to include gift table, cake table and round reception tables

Specialty Floor-length linens and napkins

Use of Hotel flatware, stemware and fine china

Votive candles to enhance your table décor

Cake Cutting Service

Honeymoon suite on the evening of your wedding with a special hotel amenity for newlyweds

Access to on site dining options serving breakfast lunch and dinner including a private dining room to host a farewell breakfast or brunch

Use of hotel transportation/shuttle to and from downtown destinations

All complimentary services and amenities are based upon a minimum food and beverage requirement & are subject to change.

Special Events & Weddings

Room Assignments

Banquet rooms are assigned according to the number of guests estimated on the confirmation letter. The catering manager will be pleased to discuss room capacities and set-up options with you.

Table Linens

The Sam Houston Hotel will provide specialty floor-length linens and napkins for your dinner tables and specialty linens for three accent tables (sweetheart, cake, guest book) from the *Lamour Collection* at House of Hough. Upgraded tablecloths, table overlays, chair covers and/or chargers are available direct from House of Hough. www.houseofhough.com

Table Décor

Four votive candles per table will be provided at no additional charge. The catering manager will be pleased to provide a list of floral vendors for special floral arrangements.

Confirming Space

A signed contract is required with a 25% non-refundable deposit to secure your event date and banquet room. A credit card authorization form must be retained on file for payment guarantee.

Guaranteed Guest Count and Payment

The Sam Houston Hotel requires your guaranteed guest count seven business days prior to your event. Once the guaranteed guest count is received, it can be increased (based on product availability) but is not subject to reduction as food preparations and staffing is based on this number. Complete payment of the estimated charges will also be due seven business days prior to your event.

Guest Parking

The Sam Houston Hotel only offers valet parking at \$15 (plus 8.25% sales tax) per car for events and \$32 (plus 8.25% sales tax) for overnight parking. Valet parking charges may be billed to your master account or guests may pay this fee on their own. Your guests may also self-park in nearby privately owned garages, parking lots or meters that are not affiliated with the hotel. Prices are subject to change, as Valet services are outsourced.

Miscellaneous

A 16 x 16-foot dance floor rents for \$350 and a 12 x 12-foot dance floor is available for \$250. A \$100 fee will be applied for each food station requiring a chef attendant. Bartender fees are \$125 per 75 guests and Cashier fees are \$100 each. Guaranteed rental of the Raven Room is \$500 if requested in conjunction with an event in the Veranda. A **minimum** clean-up fee of \$350 will apply for use of large paper confetti pieces, rose petals, etc. during special events. Note, RED rose petals and small kid-like confetti are strictly prohibited from use at any point.

Maximum Capacity

Our veranda is located on the second floor and is a climate controlled, indoor/outdoor space at 2,400 square feet. It holds up to 180 guests **comfortably** for a seated dinner with dance floor and/or band, and up to 215 reception style with limited seating.

Audio/Visual Equipment and Electrical Needs

The Sam Houston Hotel is pleased to offer an extensive inventory of equipment available through On-Screen Audio Visual. Audio visual charges may be billed to your master account. Special requirements such as additional telephone lines, electrical needs, lighting and staging, may incur additional charges and should be requested 2 weeks prior to your event.

Wedding Coordinators

Your Catering Representative specializes in the food and beverage details. For your benefit, we strongly encourage that you arrange for a representative or Wedding Coordinator to assist with the additional details surrounding your Ceremony and/or Reception. Please refer to our Preferred Vendor List for suggestions.

Wedding Ceremonies

The Sam Houston Hotel will provide a beautiful and historic location for your wedding ceremony. All ceremonies performed on property in conjunction with a reception are subject to an \$850 ceremony fee. The hotel can allow for a ceremony only location at a fee of \$2,000 plus tax and service charges. Not all dates are available to host just a wedding ceremony. See your catering manager for more details.

Special Event & Wedding Times

The Sam Houston Hotel allows 5 hours maximum event time and 5 ½ hours for a ceremony and reception (this does not include the set-up and tear down time). All events are to end by 11:00pm due to hotel size and overnight guestrooms located directly over the Veranda. If additional time is requested, each hour will incur a \$300 charge and can only be added to the front end of the start time.

Security and Liability

The Sam Houston Hotel is not responsible for the loss or damage to any items left on property before, during or after your event. Liability for damages to the hotel property by you or your guests will be charged accordingly.



Please add 23% service charge, 8.25% sales tax and 8.25 % beverage tax. Menu prices are subject to change.

Seated Dinner

The Bronze Package

Cocktail Reception

Five Hour House Brand Bar Package

Skyy Vodka
Bacardi Silver Rum
Jack Daniels Black Label Bourbon
Dewars White Label Scotch
Beefeater Gin
Canadian Club Blended Whiskey
Jose Cuervo Gold Tequila
Tray Passed Hors d'Oeuvres

Tray Passed Hors d'Oeuvres

Santa Fe Tostada
Bell Pepper | Onions | Corn | Black Beans | Spicy Sauce
Two pieces per person

Mini Twice Baked Potato
Truffle Oil | Chopped Bacon | Cheddar | Chives
Two pieces per person

Starter Course

Arugula Salad
Candied Cranberries | Brioche Croutons | Ricotta Salata
Sherry Vinaigrette

Entrée

Herb Roasted Chicken Breast
Braised Fingerling Potatoes | Foraged Mushrooms | Smoked Tomato Veloute

Plated dinner selections include water, tea, coffee service and assorted dinner rolls with butter

Seated Dinner The Silver Package

Cocktail Reception

Five Hour House Brand Bar Package

*Skyy Vodka
Bacardi Silver Rum
Jack Daniels Black Label Bourbon
Dewars White Label Scotch
Beefeater Gin
Canadian Club Blended Whiskey
Jose Cuervo Gold Tequila
Tray Passed Hors d'Oeuvres*

Tray Passed Hors d'Oeuvres

Tomato Mozzarella Bruschetta
Mozzarella | Basil | Balsamic Reduction
Two pieces per person

Cajun Shrimp and Corn Bread
Blackened Shrimp | Creole Sauce
Two pieces per person

Starter Course

Field Greens Salad
Mixed Field Greens | Shaved Carrot | Charred Tomatoes
Feta | Mushrooms | Balsamic Vinaigrette

Entrée

Grilled Salmon
Parmesan Risotto | Asparagus | Sun Dried Pesto Sauce

Plated dinner selections include water, tea, coffee service and assorted dinner rolls with butter

Seated Dinner The Gold Package

Cocktail Reception

Five Hour House Brand Bar Package

Skyy Vodka
Bacardi Silver Rum
Jack Daniels Black Label Bourbon
Dewars White Label Scotch
Beefeater Gin
Canadian Club Blended Whiskey
Jose Cuervo Gold Tequila
Tray Passed Hors d'Oeuvres

Tray Passed Hors d'Oeuvres

Roasted Beets & Goat Cheese
Honey | Chives | Cream
Two pieces per person

Seared Crab Cakes
Spicy Aioli | Brine Cabbage
Two pieces per person

Starter Course

Dill Salad
Chopped Romaine | Cucumbers | Roasted Tomatoes |
Burrata Cheese | Dill Vinaigrette

Entrée

Seared New York Strip
Yukon Gold Mashed Potatoes | Wild Mushroom Ragout | Demi

Plated dinner selections include water, tea, coffee service and assorted dinner rolls with butter

Seated Dinner

The Platinum Package

Cocktail Reception

Five Hour House Brand Bar Package

Skyy Vodka

Bacardi Silver Rum

Jack Daniels Black Label Bourbon

Dewars White Label Scotch

Beefeater Gin

Canadian Club Blended Whiskey

Jose Cuervo Gold Tequila

Tray Passed Hors d'Oeuvres

Tray Passed Hors d'Oeuvres

Tuna Tartare

Soy | Lime | Onions | Cucumbers

Two pieces per person

Smoked Cheddar Mac 'N Cheese Spoons

Elbow | Bacon | Bread Crumbs

Two pieces per person

Starter Course

Mediterranean Salad

Heirloom Tomatoes | Spring Mix | Frisée | Onions|

Kalamata Olives | Peppers | Thyme Vinaigrette

Entrée

From Land & Sea

Grilled Beef Tenderloin & Broiled Garlic Shrimp

Potatoes au Gratin | Green Beans | Chipotle-Blueberry Demi

Plated dinner selections include water, tea, coffee service and assorted dinner rolls with butter