

Food and Beverage FAQ's

1. Can I bring in my own alcohol?

- a. Meydenbauer Center allows nonprofit, charitable fundraising groups to provide donated wine and champagne to be served for a corkage fee of \$14.00 per 750 ml bottle. The corkage fee on beer varies, please talk with your Guest Services Manager. Sales tax and the standard 20% service charge will apply to the corkage fee. Groups providing donated alcohol for their event must obtain & display a Special Occasion Permit. This can be purchased online at: <http://liq.wa.gov/licensing/special-licenses-and-permits>.

2. I'm organizing a tradeshow, can my exhibitors hand out food or beverage samples?

- a. Tradeshow exhibitors who wish to sample food or beverage items are limited to 1 ounce portions of food and 2 ounce portions of beverages.

3. I don't see what I'm looking for on your current menu, can you create something custom for my event?

- a. The Catering team at Meydenbauer is happy to create a custom item or menu for your special event. Please talk with your Guest Services Manager if you think your event may require a custom or themed menu.

4. I have guests with special meal requirements, are you able to accommodate those?

- a. We are happy to customize any meal upon request to meet dietary restrictions (gluten free, dairy free, kosher, vegan, etc.) Vegetarian meals are included with all served entrees and are automatically prepared for three percent of your final meal count. If you determine that your vegetarian requests will exceed 3%, please communicate with your Guest Services Manager.

5. What do you mean by "Final Guarantee?"

- a. In order for us to service your group, we require that you notify us of your final guaranteed attendance no later than 12pm, 3 business days prior to your event. This number will be considered your final guarantee, which is not subject to reduction.

6. What's included in the menu price?

- a. All buffets and plated entrée prices include linens, napkins, china, silverware and appropriate staffing for your meal. Tables and chairs to set the room are also included in your rental rate. Your Guest Services Manager will work with you to coordinate these details.

7. Do you charge a service charge or gratuity? Is this charge taxable?

- a. A 20% service charge and current Washington State sales tax will be applied to all food and beverage services. The service charge is subject to WA State sales tax.

8. What happens if I have to cancel my event?

- a. If any part of an event is cancelled less than 10 days prior to the event, a cancellation fee of 50% of the estimated Food and Beverages order will be applied. If the entire event is cancelled within three days, full charges will apply.

9. Do you require any food and beverage spending minimums?

- a. Unlike many hotels, Meydenbauer Center does not have a food and beverage minimum. Instead, we offer a 20% discount on your room rental based on your food and beverage spending. For example, if you spend \$5,000 on food and beverage, you will receive a \$1,000 credit toward your room rental, up to the total room rental cost. However, the Center does require guaranteed ancillary spending per day depending how far out your event contracts. Talk with your Guest Services Manager or refer to your executed contract to determine your ancillary spending requirements.

10. Do you charge a bartender fee if I have a hosted or cash bar at my event?

- a. Meydenbauer Center will determine the appropriate number of bars and the hours of operation to meet the needs of your event. Our standard is one bar per 125 guests, and if you choose to follow our recommendations there are no bar set-up fees or bartender fees.

11. What is the largest banquet you can accommodate?

- a. Meydenbauer is happy to host your small breakfast meeting of 10 guests, or your large dinner event for up to 2000.

12. What is an “Overture” meal?

- a. Meydenbauer Center’s overture luncheons are designed to be served at a lunch meeting featuring a presentation or program. These two-course cold lunches are fully preset to ensure prompt service that allows you to start your program as soon as possible.

13. Do you prepare extra meals in case more people show up for my event than planned?

- a. For plated meals, we are happy to provide seating and meal service for 5% over the guarantee to account for unplanned attendees, up to 30 guests. Food and beverage charges will be based on your final guarantee or your actual meal count, whichever is greater.

14. I’d like to have a concession stand or latte cart at my event. How does that work? Are there any fees associated with this service?

- a. We are happy to provide this service for groups of 500 or more. Your Guest Services Manager will work with the Meydenbauer catering team to determine the hours of operation. If you wish to extend the hours beyond our recommendation, a minimum sales guarantee of \$150.00 per hour may apply. If you are interested in providing complimentary lattes to your guests, you can host the latte cart for \$500 for three hours and \$150 for each additional hour.