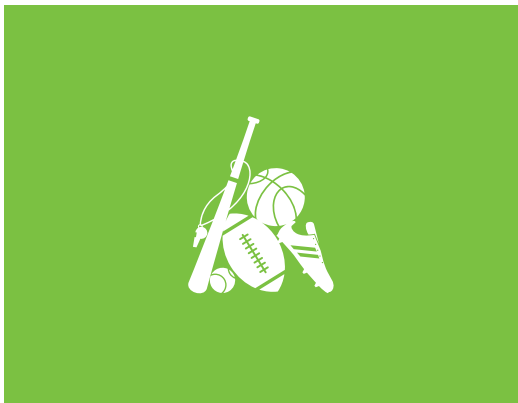
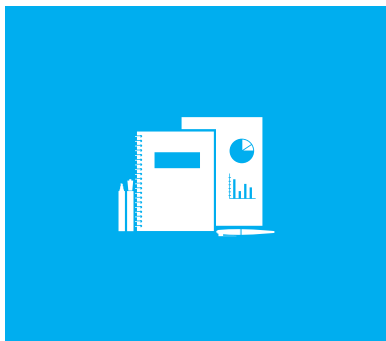


Gatherings at *HYATT house*[®]



Get more from your business and social gatherings at *HYATT house*[®] Richmond-West.

Hyatt has reinvented the hotel with new design and amenities more in step with today's travelers. And now you can get the most from your next gathering at *HYATT house* with a House Host dedicated to the success of your gathering, an array of audio/visual equipment + innovative food + beverage offerings. Book your next gathering with us today.

- Business Meetings
- Training
- Reunions
- Weddings
- Teams
- Events

***HYATT house*[®] Richmond-West**

11800 West Broad Street, Suite 1098

Henrico, VA 23233

T 804 360 7021 hyatthouserichmondwest.com



Our Flexible Spaces

Room layouts equipped to meet any need—from important meetings + training seminars to lively soirées.

Gathering Room Dimensions and Capacity

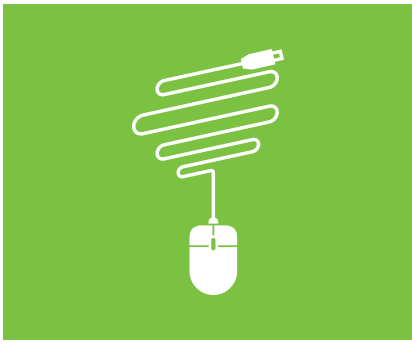


Room Name	Room Dimensions	Square Feet	Banquet	Classroom	Theater	U-Shape	Reception
THE LINDEN 1	25' x 23'	575	24	24	40	18	30
THE CHRYSALIS 2	25' x 27'	675	40	32	48	24	40
THE GADINO 3	25' x 20'	500	16	18	30	15	25
THE VINEYARD (ALL THREE)	25' x 70'	1,750	80	74	120	36	100



Please refer to page 10 for menu + pricing details.

All-Inclusive Package



Make planning easy with our All-Inclusive Package including a House Host dedicated to the success of your gathering, an array of audio/visual equipment + innovative food + beverage offerings as well as a full day meeting room rental.

(minimum of 6 guests)

Audio/Visual Equipment

HYATT house All-Inclusive Package includes set-up to your specifications with our 72" Conference Tables + padded Chairs, Projectors + Projection Screen, Speakerphone,* 2 Flipchart/Easel combos, free Wi-Fi + an Executive Briefcase with all essential Meeting Supplies.

Breakfast

HYATT house Complimentary Breakfast is available from 6:30–9:30 AM (Monday–Friday) and 7–10 AM (Saturday and Sunday) in our Bistro.

A private Hot Breakfast can also be served in our gathering rooms for an additional fee.

Morning Break

Freshly brewed Seattle's Best coffee (regular and decaf) and assorted Tazo teas. Accompanied with Whole Fresh Fruit + Granola Bars, Pepsi® Soft Drinks + Bottled Water are also provided.

Lunch

Served in our Bistro at the time of your choosing. Please select items from House Lunch or The Deli.

Hot buffett can also be served in our gathering rooms for additional fees.

Afternoon Break

Freshly brewed Seattle's Best coffee (regular and decaf) and assorted teas, Accompanied with Whole Fresh Fruit, assorted Premium Chips + a variety of Granola Bars. Pepsi® Soft Drinks + Bottled Water are also provided.

Please refer to page 10 for menu + pricing details.

Morning Menu



HYATT house Full Hot Breakfast

HYATT house provides a full hot breakfast to its guests that rotates daily including sweet + savory items. Purchase this morning breakfast option + allow your gathering's attendees to enjoy this delicious start to the day in our Bistro.

Private Hot Breakfast

(minimum of 10 guests)

Guests will enjoy this large assortment of morning options including one of our hot breakfast sandwiches that are sure to make mouths water. Served in the privacy of your meeting room or pre-function space.

Please choose 1 of the below hot items for your group:

Served with Breakfast Potatoes.

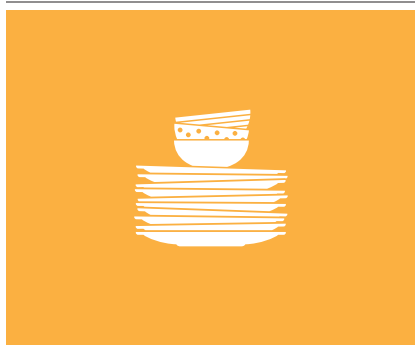
- **Bakin' + Eggs Club**
Scrambled Eggs, Crisp Bacon, Cheddar Cheese, Diced Tomato, Basil Pesto + Ciabatta Roll
- **Breakfast Grilled Ham + Cheese**
Scrambled Eggs, Smoked Ham, Provolone Cheese + Multi-grain Bread
- **Veggie Scrambler Wrap**
Scrambled Eggs, Fresh Spinach, Diced Tomato, Fresh Mushrooms. Mozzarella Cheese + Flour Tortilla

Includes:

- Bagel and English Muffins assortment
- Variety of Fruit Yogurts
- Whole Fruit
- Butter + Assorted Preserves
- Choice of: Apple Juice, Orange Juice and Cranberry Juice
- Freshly Brewed Seattle's Best Coffee (Regular + Decaf)
- Assorted Teas with Hot Water

Please refer to page 10 for menu + pricing details.

House Lunch



Our House Lunch Menu offers you a variety of choices that are sure to satisfy all your guests' cravings when you break for lunch. Served in our Bistro.

(minimum of 6 guests)

Soups + Salads

Please choose 2 for your group:

- **Tomato Basil Bisque**
Vine-Ripened Tomatoes, Simmered Onions + Chicken Stock blended in a Rich Heavy Cream + finished with Sweet Basil
- **Creamy Portobello Mushroom with Brie**
Rich Creamy Bisque with Portobello Mushroom + Brie Cheese
- **Chicken Tortilla**
Chicken, Roasted Corn + Poblano Peppers in a Zesty Tomato Broth accompanied with Tri-Colored Corn Tortilla Chips
- **Caesar Salad**
Crisp Romaine, Croutons + Creamy Parmesan Caesar Dressing on the side
- **Spinach Salad**
Baby Spinach, Marinated Artichoke, Onions, Pecans + Dried Cranberries with Raspberry Vinaigrette Dressing on the side
- **Harvest Salad**
Crisp Romaine, Turkey Breast, Smoked Ham, Crisp Bacon, Shredded Monterey Jack Cheese, Diced Tomatoes + Onions with Balsamic Vinaigrette Dressing on the side

Mediterranean Salad

Baby Spinach, Artichokes, Kalamata Olives, Onions, Pepperoncini, Mushrooms, Pepperoni, Fire Roasted Peppers, Croutons + Balsamic Vinaigrette Dressing on the side

Sandwiches

Please choose 2 for your group:

Served with Pickles + Assorted Premium Chips.

- **Ham + Swiss**
Smoked Ham, Swiss Cheese + Honey Mustard on a Pretzel Roll
- **Turkey Club**
Roasted Turkey Breast, Crisp Bacon, Lettuce, Diced Tomatoes + Garlic Aioli served on Toasted Sourdough and Multigrain Breads
- **Veggie Wrap**
Garlic Pesto, Onions, Roasted Peppers, Mushrooms and Spinach, Tomato + Cheese in a Flour Tortilla
- **Italian Wrap**
Roasted Turkey Breast, Smoked Ham, Pepperoni, Provolone Cheese, Basil Pesto + Seasoned Diced Tomato Blend in a Flour Tortilla

Grilled Chicken Club Wrap

Grilled Chicken Breast, Crisp Bacon, Lettuce, Diced Tomatoes + Garlic Aioli in a Flour Tortilla

Sweets

- Assorted Desserts

Drinks

- Ice Water
- Iced Tea

Please refer to page 10 for menu + pricing details.

Build Your Own Lunch — The Deli



Let your guests make their favorite salad or sandwich with this mix + match bar.

(6 guest minimum)

Salad + Sandwich Bar

Served with Pickles +
Assorted Premium Chips

Proteins

Turkey
Grilled Chicken
Ham

Bowls + Bread

Bowls of Romaine/Spinach
Sourdough Bread
Wheat Bread
Flour Tortilla

Cheeses

Cheddar
Swiss
Provolone

All the Fixings

Lettuce
Diced Tomatoes
Mushrooms
Pickles
Onions
Chopped Egg
Croutons

Dressing

Blue Cheese
Caesar
Ranch
Raspberry Vinaigrette
Balsamic Vinaigrette

Served with your choice of:

Please choose 1 from the group

- ▶ House made Mac & Cheese
- ▶ Potato Salad
- ▶ Pasta Salad
- ▶ Cole Slaw

Sweets

- ▶ Assorted Desserts

Drinks

- ▶ Iced Water
- ▶ Iced Tea

Please refer to page 10 for menu + pricing details.

Hot Buffet Lunch Options



(minimum of 15 guests)

■ Home-style Chicken

Bone-in baked tender herb crusted chicken breasts
pan-roasted baby red bliss potatoes
lightly seasoned and chef's choice of fresh seasonal vegetable

Salad

Mixed Green Salad with choice of dressing

■ Country BBQ

Pulled pork BBQ OR shredded chicken in our tangy barbecue sauce
served with buttered whole kernel corn, creamy seasoned mashed potatoes, bourbon and brown sugar baked beans and southern style Cole slaw

■ Southwestern

Grilled marinated sliced sirloin & chicken with sautéed peppers and onions
fresh guacamole, salsa and crisp tri-colored tortilla chips, Spanish rice served with steamed hot flour tortillas, shredded cheeses, salsa, shredded lettuce and sour cream

■ Italian Pasta

Cheese Ravioli
Baked Meat Lasagna

Salad

Caesar salad with croutons and parmesan cheese
Served with parmesan garlic bread and chef's choice of fresh seasonal vegetable

■ A Taste of Virginia

Southern Fried Chicken & Virginia Baked Ham
Mashed Sweet Potatoes

Salad

Spinach Salad with onion, pecans, dried cranberries with raspberry vinaigrette
Served with Cornbread and bread rolls and chef's choice of fresh seasonal vegetable

■ Sweets

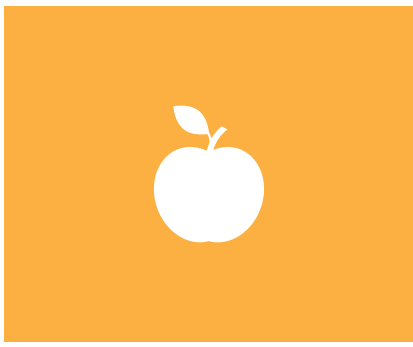
Assorted Desserts

■ Drinks

Ice Water
Iced Tea

Please refer to page 10 for menu + pricing details.

Light Afternoon Breaks



Need a little afternoon pick-me-up? Create your own afternoon break by selecting one or several of the items below.

Please choose from the following selections, each option is priced separately.

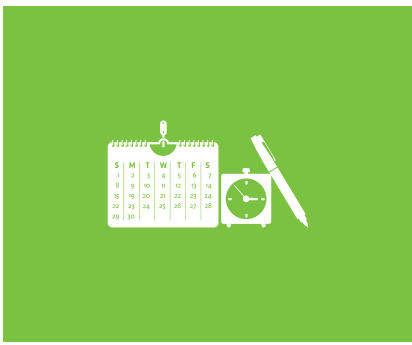
- ▶ **Cookie Monster**
Freshly baked assorted cookies, whole seasonal fruit served
- ▶ **Chips + Dip**
Tri-Colored Corn Tortilla Chips with Warm Queso + Zesty Tomato Salsa
- ▶ **Health Kick**
Granola Bars, trail mix, assorted yogurts with walnuts, raisins, pecans, granola and seasonal fresh cut fruit
- ▶ **A Day at the Stadium**
Cracker Jacks, assorted nuts, franks in a blanket, soft pretzel bites
- ▶ **Candy Shop**
Assorted movie theatre boxed candy, assorted candy bars, caramel popcorn

Beverage Options

- ▶ **Freshly Brewed Seattle's Best Coffee**
(Regular + Decaf)
- ▶ **Assorted Teas**
with Hot Water + Cut Lemons
- ▶ **Bottled Water**
- ▶ **Assorted Selection of Pepsi® Soft Drinks**
- ▶ **Unlimited Beverage Break**
Extra thirsty? Our Unlimited Full or Half Day Beverage Break gives you plenty to choose from including:
Freshly Brewed Seattle's Best Coffee, Assorted Teas, Bottled Water, Assorted Pepsi® Soft Drinks

Please refer to page 10 for menu + pricing details.

Receptions



Mix + mingle with savory bites from our Reception menu.

Please choose from the following selections, each option is priced separately.

(minimum of 15 guests)

- Meatballs in Teriyaki Sauce
- Vegetable Crudité's Platter with Ranch Dip
- Breaded Mushrooms
- Assorted Cheese and Fresh Fruit Platter
- Chicken Vegetable Pot stickers
- Deep Fried Breaded Chicken Poppers
- Bruschetta with Herbed Cheese

Ask about our customized Food & Beverage Options

Please refer to page 10 for menu + pricing details.

Menu + Package Pricing

All-Inclusive Package

(minimum of 6 guests)

Includes *HYATT house* Bistro Full Hot Breakfast + House Lunch served in our Bistro, Morning + Afternoon Break + use of A/V equipment + Full Day Meeting Room. A House Host is provided to ensure a successful gathering, \$79.95 per guest.

Upgrade your All-Inclusive Package with any of the following:

- **Private Hot Breakfast**, \$7.95 upcharge per guest
- **Hot Lunch Buffett**, \$9.95 upcharge per guest

(minimum of 6 guests)

Private Hot Breakfast

(in private meeting room or pre-function space), \$13.95 per guest

Lunch Options

Boxes Lunch

(minimum 6 guests), \$18.95 per guest
Includes your choice of a Ham + Swiss Sandwich or a Turkey Club served with a bag of Premium Chips, Freshly Baked Cookie or Whole Fruit

House Lunch

(minimum 6 guests), \$16.95 per guest
Includes your choice of 2 Soups or Salads, any 2 Sandwiches, Chips, Pickle + Freshly Baked Assorted Desserts

Build Your Own Lunch – The Deli

(minimum 6 guests), \$16.95 per guest
Includes mix + match bar to allow your guests to make their favorite salad or sandwich

Add an additional side for \$3.50 per guest

Hot Buffet Lunch Options

(minimum 15 guests)

- **Home Style Chicken Buffet**, \$18.95 per guest
- **County BBQ Buffet**, \$19.95 per guest
- **Southwestern Buffet**, \$20.95 per guest
- **Italian Buffet**, \$23.95 per guest
- **A Taste of Virginia**, \$23.95 per guest

Light Afternoon Breaks

- **Cookie Monster**, \$9.95 per guest
- **Chips + Dip**, \$8.95 per guest
- **Health Kick**, \$9.95 per guest
- **A Day at the Stadium**, \$9.95 per guest
- **Candy Shop**, \$9.95 per guest

Beverages

- **Freshly Brewed Seattle's Best Coffee**, \$28 per Air Pot (Regular + Decaf)
- **Assorted Teas**, \$28 per Air Pot with Hot Water + Cut Lemons
- **Bottled Water**, Assorted Selection of Pepsi® Soft Drinks \$2.50 - Each
- **Unlimited All Day Beverage Service**, \$7.95 per guest
Includes all of the above
- **Unlimited Half Day Beverage Break (4hr unlimited refill)**, \$4.95 per guest
Includes all above

Reception Options

(minimum 15 guests)

- **Meatballs in Teriyaki Sauce**, \$6.95 per guest
- **Vegetable Crudités Platter with Ranch Dip**, \$6.95 per guest
- **Breaded Mushrooms**, \$4.95 per guest
- **Assorted Cheese and Fresh Fruit Platter**, \$7.95 per guest
- **Chicken Vegetable Pot Stickers**, \$4.95 per guest
- **Deep Fried Breaded Chicken Poppers**, \$5.95 per guest
- **Bruschetta with Herbed Cheese**, \$5.95 per guest

Room Rental

- **Linden Room**, \$500/day
- **Chrysalis Room**, \$750/day
- **Gadino Room**, \$500/day
- **Vineyard (All three Gathering Rooms)**, \$1,750/day

Audio/Visual Equipment Rental

- **LCD Projector**, \$150
- **Screen**, \$40
- **Lavaliere Wireless Microphone**, \$250 (Advanced booking required)
- **Hand Held Wireless Microphone**, \$125
- **DVD Player**, \$25
- **Speakerphone**, \$50
- **Easel/Flipchart**, \$25

9.3% Sales tax; 20% Service charge.

HYATT house® Richmond-West • 11800 West Broad, Henrico, VA 23233 • T 804 360 7021 • hyatthouserichmondwest.com

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