

MEETINGS AT HYATT PLACE

Add style and service to your next meeting when you host it at Hyatt Place. Our All-Inclusive Meeting Package includes a Hyatt Place Meeting Host dedicated to the success of your meeting, as well as a full day meeting room rental, audio/visual equipment, and innovative food and beverage offerings. Have a more custom need in mind? Enjoy plenty of options in everything from half day room rentals to a variety of food options.

201 Arboretum Place, Richmond, VA 23236
(T) 804-560-1566
(F) 804-560-1703

Breakfast

Whether it's hot breakfast, steel-cut oatmeal, or fresh fruit, we know how important a good breakfast is to your meeting.



HOT BREAKFAST

Looking for a satisfying hot breakfast served in the privacy of your meeting room? Then this is the option for you.

Includes:

- Scrambled Eggs
- Breakfast Potatoes
- Rotating Daily Protein Selection
- Assorted Breakfast Breads
- Fresh Cut Mixed Fruit
- Butter & Assorted Preserves
- Fresh Juice
  - Orange and Apple
- Royal Cup® Coffee
  - Regular and Decaf
- Assorted Tazo® Teas

CONTINENTAL BREAKFAST

Perfect if you are looking for a light morning offering, served right in your meeting room.

Includes:

- Assorted Breakfast Breads
- Fruit Yogurts
- Fresh Cut Mixed Fruit
- Granola & Dried Fruit with Milk
- Cream Cheese, Butter & Assorted Preserves
- Fresh Juice
  - Orange and Apple
- Royal Cup® Coffee
  - Regular and Decaf
- Assorted Tazo® Teas

Breaks

Need a refuel for your meeting? Build a light afternoon break by selecting any item from the list below.
Choose from the following selections. Each item is priced separately.



FRUIT & VEGGIE OPTIONS

Grab & Go

- Assorted Fruit Yogurts
- Nutri-Grain® Bars
- Whole Fresh Fruit

Fresh Platters

- Fresh Cut Mixed Fruit
- Cheese Plate

SWEET & SALTY OPTIONS

Grab & Go

- Chocolate Chunk Cookies
- Reese's® Peanut Butter Cookies
- Bagel with Cream Cheese

$2 per piece

Chips & Dip

- Tri-Colored Corn Tortilla Chips with Zesty Tomato Salsa

BEVERAGE OPTIONS

Unlimited Beverage Breaks

Extra thirsty? Our Unlimited Beverage Breaks give you plenty to choose from, including:

- Royal Cup® Coffee
  - Regular & Decaf
- Assorted Tazo® Teas
- Aquafina® Water
- Assorted Pepsi® Soft Drinks
  - Pepsi, Diet Pepsi, Dr. Pepper, Mountain Dew, Starry

Half Day Beverage Break (4 hour unlimited refill)
All Day Beverage Break

Market Lunch

The Market Lunch Menu offers delicious choices sure to satisfy all your guests (6 guest minimum).



SOUPS & GREENS

Please select two for your group:

- **Tomato Basil Bisque**
  - Ripe Tomatoes, Onions & Sweet Basil in Rich Chicken Stock with a touch of Fresh Cream
- **Spinach Salad**
  - Baby Spinach, Marinated Artichokes, Red Onions, Almonds, and Dried Cranberries with Raspberry Vinaigrette Dressing on the side
- **Chicken Caesar Salad**
  - Crisp Romaine, Grilled Chicken Breast, and Garlic Croutons with Creamy Parmesan Caesar Dressing on the side
- **Café Salad**
  - Crisp Romaine, Turkey Breast, Smoked Ham, Applewood Smoked Bacon, Shredded Monterey Jack Cheese, Diced Tomatoes, and Red Onions with Balsamic Vinaigrette Dressing on the Side

SWEETS

- **Freshly Baked Cookies**
  - Chocolate Chunk
  - Reese's Peanut Butter

SANDWICHES & WRAPS

Served with pickles & assorted premium chips.

Please select two for your group:

- **Ham & Swiss Sandwich***
  - Smoked Ham, Swiss Cheese, & Honey Dijon
- **Turkey Club Sandwich**
  - Roasted Turkey Breast, Applewood Smoked Bacon, Lettuce, Diced Tomatoes & Garlic Aioli, served on Toasted Sourdough and Multigrain Breads
- **Italian Wrap***
  - Roasted Turkey Breast, Smoked Ham, Pepperoni, Provolone Cheese, Basil Pesto, and Seasoned Diced Tomato Blend in a Flour Tortilla

**Your choice of warm or cold sandwiches when buffet is served in the Guest Kitchen*

BEVERAGES

- **Aquafina Water**
- **Assorted Pepsi Soft Drinks**
  - Pepsi, Diet Pepsi, Dr. Pepper, Mountain Dew, Starry

Build Your Own Picnic

Give your guests variety and the satisfaction of lunch their way with our new Build Your Own Picnic menu (10 guest minimum).



APPETIZERS

Please select one for your group:

- **Cheese Plate**
  - Sliced Smoked Gouda, Provolone, Swiss & Cheddar Cheese, Kalamata Olives, Marinated Artichokes, Fire Roasted Red Peppers, Herb Flatbreads & Carr's® Crackers
- **Chips & Dip**
  - Tri-Colored Corn Tortilla Chips with Zesty Tomato Salsa and Warm Queso

SIDES

- **Potato Salad**
  - Tender Cooked Diced Potatoes, Sweet Pickles, Crunchy Fresh Celery & Onions blended with a Rich Mayo Dressing
- **Fresh Cut Mixed Fruit**
  - Mix of Fresh Pineapple, Oranges, Cantaloupe, Honeydew, and Grapes

SWEETS

- **Freshly Baked Cookies**
  - Chocolate Chunk & Reese's® Peanut Butter

BUILD YOUR OWN SANDWICH

Served with pickles and assorted premium chips

- **Grilled Char Burgers**
- **Grilled Chicken Breast**
- **Fixings:**
  - Lettuce
  - Diced Tomatoes
  - Sliced Red Onions
  - Assorted Sliced Cheeses
    - Smoked Gouda, Provolone, Swiss, Cheddar
  - Assorted Condiments
    - Ketchup, Mayonnaise, Mustard, Guacamole

BEVERAGES

- **Aquafina® Water**
- **Assorted Pepsi® Soft Drinks**
  - Pepsi, Diet Pepsi, Dr. Pepper, Mountain Dew, Starry

Reception

Hosting a reception with your meeting? Try one or several of our delicious options for guests to enjoy as they mingle
Choose from the following selections, each option is priced separately.



COLD OPTIONS

- **Cheese Plate**
  - Sliced Smoked Gouda, Provolone, Swiss, and Cheddar Cheese, Kalamata Olives, Marinated Artichokes, Fire Roasted Peppers, Herb Flatbreads & Carr's® Crackers
- **Chips & Dips**
  - Tri-Colored Corn Tortilla Chips with Warm Queso & Zesty Tomato Salsa
- **Fresh Cut Mixed Fruit**
- **Celery & Carrot Crudité**
  - With Blue Cheese and Ranch Dressings
- **Red Pepper Hummus with Pita Chips**
- **Spinach Dip with Pita Chips**

SWEETS

- **Freshly Baked Cookies**
  - Chocolate Chunk and Reese's® Peanut Butter

HOT OPTIONS

- **Build Your Own Nacho Bar**
  - Tri-Colored Corn Tortilla Chips, Diced Grilled Chicken Breast, Warm Queso, Diced Tomatoes, Jalapeños, Zesty, Tomato Salsa, Guacamole, and Shredded Lettuce
- **Southwestern Chicken Quesadilla**
  - Flour Tortilla, Grilled Chicken Breast, Fire Roasted Peppers and Onions, Monterey Jack and Cheddar Cheese, served with sides of Guacamole, Zesty Tomato Salsa, and Sour Cream
- **Meatballs In Teriyaki Sauce**

All-Inclusive Meeting Package

Add style and service to your next meeting when you host it at Hyatt Place. Our All-Inclusive Meeting Package includes a full day meeting room rental, audio/visual equipment, and innovative food and beverage offerings (10 guest minimum).



AUDIO/VISUAL EQUIPMENT

Hyatt Place All-Inclusive Meetings include set-up to your specifications with our 72" conference tables and padded chairs, wireless projectors and projection screen, 42" flat-panel HDTV, speakerphone*, two flipchart/easel combos, and free Wi-Fi throughout the hotel. **additional fees apply to non-local outbound calls*

MORNING BREAK

Royal Cup® coffee (regular & decaf) and assorted Tazo® teas. Served with whole fresh fruit and Nutri-Grain® bars, Aquafina® water, and assorted Pepsi® soft drinks.

LUNCH

Served in our guest kitchen at the time of your choosing. Please select from the menu options on page 4.

AFTERNOON BREAK

Royal Cup® Coffee (regular & decaf) and assorted Tazo® teas. Served with whole fresh fruit, assorted premium chips, Aquafina® water, and assorted Pepsi® soft drinks.
The All-Inclusive Meeting Package also includes unlimited Aquafina® Bottled Water refills.

UPGRADES:

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

- Private Continental Breakfast
- Private Hot Breakfast
- Build Your Own Picnic Menu
- Custom Afternoon Break - refer to page 8 for pricing

Menu & Package Pricing

All-Inclusive Meeting Package

minimum of 10 guests

Includes morning and afternoon break, as well as a lunch served in our Bistro, use of A/V equipment and full-day meeting room. **$70 per guest**

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

- Private Continental Breakfast, **$5 upcharge per guest**
- Private Hot Breakfast, **$8.95 upcharge per guest**
- Build Your Own Picnic Menu, **$5 upcharge per guest**
- Custom Afternoon Break - refer to Breaks pricing below

Breakfast

Hot Breakfast, **$10 per guest**
Continental Breakfast, **$7 per guest**
In lieu of a private breakfast, non-overnight guests may use the breakfast buffet**, $7 per guest.**

Lunch Options

minimum of 6 guests

Market Lunch

Includes your choice of 2 soups or salads, any 2 sandwiches, chips, pickles, freshly baked cookies, Aquafina water, and assorted Pepsi soft drinks, **$20 per guest**

Build Your Own Picnic

IIncludes an appetizer of your choice, two sides, mix-and-match sandwich options, chips, pickles, freshly baked cookies, Aquafina water, and assorted Pepsi soft drinks, **$25 per guest**

Breaks

Fruit & Veggie Grab & Go options**, $2 per piece**
Fruit & Veggie Fresh Platters, **$25 per platter**
Sweet & Salty Grab & Go options, **$2 per piece**
Chips & Dip, **$30 per platter**

Reception Options

Meatballs in Teriyaki Sauce, **$7.95 per guest**
Cold Options, **$30 per platter**
Hot Options, **$30 per platter**
Sweets, **$2 per piece**

Menu & Package Pricing continued on Page 9

Menu & Package Pricing *(continued)*

Beverages

Royal Cup® Coffee (regular & decaf), **$30 per airpot**
Assorted Tazo® Teas, **$30 per airpot**
Assorted Pepsi® Soft Drinks & Bottled Water, **$3 each**
Unlimited Half-Day Beverage Service, **$5.95 per guest**
Unlimited All-Day Beverage Service, **$7.95 per guest**

Room Rental

Meeting Room 1, **$500/day**
Meeting Room 2, **$200/day**
Meeting Room 1 & 2, **$700/day**

Audio/Visual Equipment Rental

LCD Projector, **$100**
Screen, **$25**
Speakerphone, **$75**
Easel/Flipchart, **$40 each**