



THE HILTON GARDEN INN ALBANY

BANQUETS & EVENTS MENU



THE HILTON GARDEN INN ALBANY

BANQUETS MENU

Welcome to the Garden

HILTON GARDEN INN ALBANY

The Hilton Garden Inn Albany, Georgia, opened in 2005, is a "Hidden Jewel of Hospitality" in South West Georgia. It is known for its southern cuisines, heartfelt guest experiences, exceptional events, and unforgettable hospitality. The only Hilton property to be recognized as one of the best performing hotels for overall Product Quality, Service and Loyalty in Albany, Georgia by the Hilton Corporation. The Hilton Garden Inn prides itself on offering exemplary service that is extended throughout your entire lodging.

OUR HOTEL. YOUR EVENT.

The Hilton Garden Inn is a full service, & Services convention hotel with 122 rooms and over 13,000 sq. ft. of meeting and convention space – the largest hotel conference space in Albany. The meeting space includes a 6,500 square foot ballroom that provides meeting and full catering facilities for groups from 10 to 500 people. The Hilton Garden Inn Albany, Georgia the perfect place to host your next, meeting, event or gala.

GREAT AMENITIES & SERVICES

- 122 Deluxe Guest rooms all equipped with mini-fridge, microwave, Keurig coffee maker, large work desk with desk chair, and one accent chair.
- The American Grille & Bar is open for Breakfast, and dinner daily.
- The patio and outdoor pool is open from 10:00am -10:00pm daily.
- Pavilion Pantry 24 hr convenience mart.
- Complimentary Business Center.
- Fitness Center with Precor equipment and free weights.
- Complimentary wifi plus complimentary 24-hour business center and wireless printing.

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Breakfast



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Breakfast

THE CLASSIC CONTINENTAL | \$13.95 PER PERSON

Chilled orange and cranberry juice, fresh cut fruit, yogurt parfaits, assorted muffins with assorted fruit jams, and butter.

THE AMERICAN CONTINENTAL | \$19.95 PER PERSON

Chilled orange and cranberry juice, fresh cut fruit, scrambled eggs, southern grits, crispy bacon, warm buttery biscuits with assorted jams and jellies.

OMELET ACTION STATION | \$17.95 PER PERSON

Omelet prepared by chef with the following toppings: Ham, pork sausage, red onions, jalapeno, bell peppers, mushrooms, tomatoes, spinach, cheese, salsa, and sour cream.

*Required attendant for action station is an additional \$85.00 charge

THE AMERICAN CONTINENTAL II | \$19.95 PER PERSON

Chilled orange and cranberry juice, fresh cut fruit, scrambled eggs, breakfast potatoes, pork sausage, warm buttery biscuits with assorted jams and jellies.

THE SOUTHERN GEM | \$25.95 PER PERSON

Chilled orange and cranberry juice, fresh cut fruit, assorted yogurt parfaits, assorted pastries, scrambled eggs, hickory smoked country ham, crispy bacon, breakfast potatoes, southern grits, biscuits, and gravy.

THE CHEF WILL PREPARE FOOD BASED ON THE GUARANTEED COUNTS PLUS 5%. ALL BREAKFAST BUFFETS INCLUDE FRESHLY BREWED COFFEE, DECAFFEINATED COFFEE, AND TAZO TEA SELECTION.

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Meetings



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Meetings

THE FRESH START | \$25.95 PER PERSON

MORNING

Assorted chilled juices, fresh seasonal fruit, scrambled eggs, breakfast potatoes, smoked bacon.

MID-MORNING

Assorted granola bars, Assorted soft drinks & bottled water, freshly brewed regular & decaffeinated coffee, Iced tea.

Afternoon

Assorted freshly baked cookies, assorted soft drinks & bottled water, brewed regular & decaffeinated coffee, iced teas.

The Executive | \$27.95 PER PERSON

Morning

Assorted cereals, assorted yogurt & pastries, hot breakfast sandwich, brewed regular & decaffeinated coffee, hot teas.

Mid-morning

Whole fruit & granola bar, yogurt parfaits, brewed regular & decaffeinated coffee, iced teas, assorted soft drinks, bottled water.

Afternoon

Assorted freshly baked cookies & brownies, jumbo pretzel with mustard dipping sauce, brewed regular & decaffeinated coffee, iced tea, assorted soft drinks & bottled water.

ALL PACKAGES ARE FOR A MINIMUM OF 10 PEOPLE.

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Breaks & Enhancements



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Breaks & Enhancements

THE BALLPARK | \$12.95 PER PERSON

Georgia peanuts, cracker jacks, jumbo pretzel with assorted mustard dipping sauce, lemonade.

SIMPLY SWEET | \$15.95 PER PERSON

Assorted cookies, ice cream bars, hand crafted pies or moon pies, chocolate milk.

HEALTH NUT | \$14.95 PER PERSON

Assorted mixed nuts, granola bars, assorted raw vegetables with dip, bottled water.

BEVERAGES

Freshly brewed coffee & decaffeinated coffee | \$38.00 per gallon

Freshly brewed Sweet tea | \$20.00 per gallon

Fruit punch | \$18.00 per gallon

Assorted soft drinks & Bottled Water | \$2.50 per bottle

Assorted fruit juice | \$3.00 per bottle

INDIVIDUAL ENHANCEMENTS

Freshly baked cookies & brownies | \$20.00 per dozen

Assorted potato chips | \$3.00 per bag

Assorted granola or protein bars | \$14.00 per dozen

Assorted yogurt parfaits | \$5.00 each

Assorted muffins & pastries | \$19.00 per dozen

Sausage & cheddar croissant | \$25.00 per dozen

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Plated Meals



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Plated Meals

SALAD OPTIONS: CHOOSE ONE

Traditional Garden Salad

Mixed greens garnished with shredded carrots, cucumbers, purple onions, and cherry tomatoes. Served with italian or ranch dressing.

Caesar Salad

Hearts of Romaine, parmesan cheese, and toasted croutons with a caesar dressing.

POULTRY ENTREES:

Southern Fried Chicken | \$34.95

Creamy Tuscan Chicken | \$35.95

Spinach & cream cheese

stuffed chicken breast | \$35.95

PORK ENTREES:

Fried Pork Chop | \$34.95

Smothered Pork Chop | \$35.95

BEEF ENTREES:

Smothered chopped Steak | \$32.95

12 oz. Ribeye | \$35.95

SEAFOOD ENTREES:

Catfish (Fried or Blackened) | \$27.95

Salmon (Bourbon Glazed) | \$30.95

DESSERT OPTIONS:

Cakes | Chocolate, Red Velvet, Carrot

Pies | Key lime, Pecan, Apple

Cheesecakes | New York Style

Cobbler | Peach

THREE COURSE MEAL WITH YOUR CHOICE OF A SALAD, CHEF'S SELECTION OF VEGETABLES, RICE OR POTATOES, WARM ROLLS WITH BUTTER, CHOICE OF ENTREE AND A DESSERT.

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Buffet Selections



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Buffet Selections

THE SOUTHERN | \$34.95

Tossed salad with assorted dressings, fried chicken, macaroni & cheese, collard greens, cornbread, cobbler.

THE ITALIAN | \$27.95

Garden salad, chicken alfredo, spaghetti, garlic bread, chef's choice of dessert.

THE GULF | \$44.95

Catfish or tilapia (blackened or fried), fried shrimp, cheese grits, coleslaw, fried okra, hush-puppies, apple pie.

THE BEST SOUTHERN BUFFET | \$34.95

Garden salad, fried pork chop, herb roasted potatoes, sautéed squash and onions, apple pie, yeast rolls.

THE PONDEROSA | \$37.95

Garden salad, chopped steak with sautéed onions, mushrooms, and peppers. Mashed potatoes and gravy, broccoli casserole, cobbler.

THE CONRAD | \$57.95

Garden salad, blackened salmon, creamy tuscan chicken, roasted prime rib, garlic roasted potatoes, maple glazed carrots, crunch cake, yeast rolls.

THE BACKYARD | \$42.95

Potato salad, bbq chicken, pulled pork, corn on the cobb, baked beans, cobbler, cornbread

THE DELI | \$20.95

Roasted turkey breast, baked ham, assorted bread display, sliced cheese display, lettuce & tomato display, red onions & pickles, garden salad, potato chips, cookies

THE GOURMET DELI | \$25.95

Garden salad, potato salad, roasted turkey, baked ham, roast beef, chicken salad, sliced cheese display, lettuce & tomato display, red onions & pickles, assorted bread & wraps

THE BOX | \$17.95

A boxed lunch including: chef's choice of sandwich, chef's choice of side, whole fruit, cookie, choice of bottled water or assorted soft drink.

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Hors D'oeuvres



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Hors D'oeuvres

HOT

- Bbq Meatballs | \$70.00
- Bacon Wrapped Scallop | \$200.00
- Buffalo Wings With Blue Cheese And Celery | \$125.00
- Chicken Fingers With Honey Mustard Sauce | \$105.00
- Beef Kabobs | \$105.00
- Chicken Kbabobs | \$100.00
- Veggie Kabobs | \$90.00
- Fried Mushrooms With Sauce | \$80.00
- Philly Steak Sliders | \$140.00
- Buffalo Chicken Sliders | \$140.00

COLD

- Chicken Salad Bowl With Crackers | \$90.00
- Shrimp Cocktail | \$205.00
- Deviled Eggs | \$80.00
- Pasta Salad | \$70.00
- Mini Chicken Salad Croissants | \$110.00
- Pinwheel Sandwiches | \$75.00

OUR HORS D'OEUVRES SELECTION ARE PRICED PER 50 PIECES.
OUR HORS D'OEUVRES CAN BE BUTLER PASSED OR PLACED ON DISPLAY.



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Specialty Stations

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Specialty Stations

VEGETABLE CRUDITES WITH RANCH DRESSING | \$9.95

SLICED FRESH FRUIT AND ASSORTED CHEESE DISPLAY | \$10.95

SPINACH & ARTICHOKE WITH TOASTED PITA | \$80.00 PER 25

TACO BAR | \$27.95

Choice of chicken, shrimp, and beef. Lettuce, tomatoes, sour cream, cheese, salsa, guacamole, onion & pepper, hard shells and tortillas.

SOUP & SALAD BAR | \$20.95

Choice of two soups:

Tomato bisque, potato, chili, broccoli, veggie, or chicken noodle.

Mixed greens, spinach, tomatoes, onions, cheese, eggs, croutons, bacon, cucumbers, shredded carrots, chopped ham, chopped turkey.

CUSTOMIZE YOUR EVENT WITH A SPECIALTY STATION TAILORED JUST FOR YOU.

AN ADDITIONAL \$85.00 CARVING FEE IS INCURRED WITH EACH CARVING STATION.

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Chef's Action Stations



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Chef's Action Stations

ITALIAN PASTA STATION | \$25.95 PER PERSON

Penne pasta, fresh tomato sauce, homemade parmesan cream sauce, parmesan cheese, chopped garlic, red onion, sun-dried tomatoes, sweet peas, mushrooms, fresh squash, fresh zucchini, shrimp, chicken, and bacon.

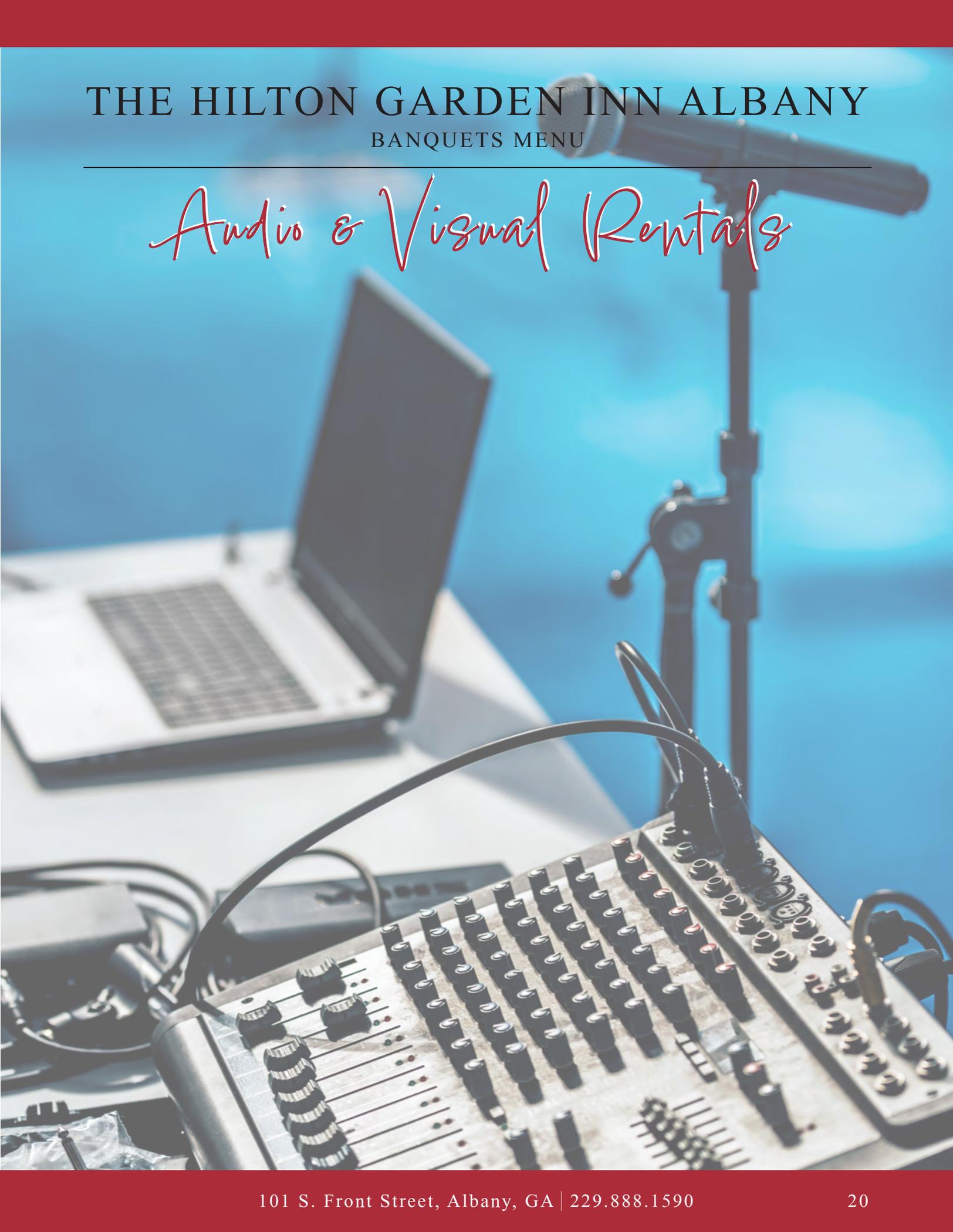
OMELET STATION | \$17.95 PER PERSON

Omelet Prepared To Order By The Chef With The Following

Toppings: Ham, Sausage, Bacon, Red Onion, Bell Pepper, Jalapeno, Mushroom, Tomatoes, Spinach, Cheese, Salsa, And Sour Cream.

OUR CHEF ACTION STATION ARE SPECIFICALLY DESIGNED TO ALLOW OUR CHEF TO INTERACT WITH YOUR GUEST WHILE PREPARING A DELICIOUS COOKED TO ORDER ENTREE.

THE CHEF'S PRESENTATION FEE IS AN ADDITIONAL \$85.00 PER ATTENDANT.



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Audio & Visual Rentals

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Audio & Visual Rentals

LCD PROJECTOR | \$125.00 PER DAY

WIRELESS MICROPHONE | \$75.00

LAVALIERE MICROPHONE | \$75.00

CORDS | \$10.00

Extension cords, power strips, hdmi, or vga cords.

FLIP CHART | \$50.00

Includes flip chart pad, easel and 2 markers

EASEL | \$15.00

LINEN | CALL FOR PRICING

NAPKINS | CALL FOR PRICING

PODIUM | \$20.00

PODIUM WITH MICROPHONE | \$50.00

SCREENS

9 X 12 | \$260.00

7 X 12 | \$200.00

6 X 8 | \$140.00

6 X 6 | \$100.00

INSURANCE

The full replacement value of the equipment rented is the responsibility of the customer. The customer is hereby advised of the responsibility to safeguard the equipment at all times and ensure the security of the meeting room when not occupied.

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Meeting Rooms



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Meeting Rooms

RENTAL PRICING INCLUDES

Set up and breakdown, clean up, catering utensils. Rental Price per day; all events must end at midnight.

SPECIFICATIONS:

Meeting Rooms	Room Size	SQ. FT.	Theatre Style	Classroom	Boardroom Conference	U-Shape	Rounds of 10	Reception
Board Room	24' x 12'	288	N/A	N/A	12	N/A	N/A	N/A
Flint I	36' x 60'	2,160	250	145	50	60	11	300
Flint II	36' x 60'	2,160	250	145	50	60	11	300
Flint III	36' x 60'	2,160	250	145	50	60	11	300
Flint Ballroom	60' x 108'	6,480	800	425	100	140	400	900
Radium Springs	27' x 38'	1,026	120	50	25	40	6	100
Waters Edge	24' x 50'	1,200	175	70	40	50	8	150
Waters Edge I	24' x 26'	624	30	35	20	30	4	75
Waters Edge II	24' x 26'	624	30	35	20	30	4	75

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Meeting Rooms

SMALL MEETING SPACES | ALL DAY RENTAL

A deposit of \$175 must be paid to secure date, All payments must be paid one week before event. Deposit is non-refundable!

- Boardroom | \$150.00
- Radium Spring | \$300.00
- Water's Edge | \$450.00
- water's I | \$225.00
- Water's II | \$225.00

LARGE MEETING SPACES | ALL DAY RENTAL

A deposit of \$500 must be paid to secure date, All payments must be paid one week before event. Deposit is non-refundable!

- Flint Ballroom | \$3000.00
- Flint I | \$1000.00
- Flint II | \$1000.00
- Flint III | \$1000.00

ROOM SETUP (CLASSROOM, THEATRE, BANQUET STYLE, CONFERENCE, U-SHAPE ETC.)

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Catering Guidelines



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Catering Guidelines

MENU

- The items listed on our catering menu are recommended selections. Our Catering personnel would be pleased to customize a menu to suit your occasion.
- All food, beverage and room rental is subject to 22% and 8% GST.
- The guarantee number of guest attending meal functions is required 14 days prior to function. If no guarantee is received, the expected number of guests will be used as the guarantee. The guarantee or actual number, whichever is greater, will be charged. The hotel is prepared to set for 3% above the guarantee number, providing space permits.
- All food served in our meeting rooms must be provided by the hotel with the exception of wedding cakes and traditional baking. Due to the delicate nature of wedding cakes, it will be the convener's responsibility to have it delivered and set up in the banquet room.
- Function Contracts must be finalized a minimum 21 days previous to the function date. A contract must be signed and returned to the catering office previous to the function date.
- Menu prices quotes are guaranteed for sixty (60) unless a detailed function contract has been signed.

FUNCTION ROOMS

- Start and finish times must be strictly adhered to and should include set-up and dismantle times.
- The hotel does not allow scotch tape, nails, staples or strong tape for display materials on the walls. The hotel would be pleased to hang banners for you at a charge of \$50.00.
- The hotel reserves the right to assign meeting rooms should your set-up or numbers of guest change room rental will be adjusted accordingly.
- The hotel cannot be responsible for personal property or equipment of any kind brought into the hotel.
- Materials shipped to the hotel must be clearly labeled with the name of the function, the function room, the date of the function and addressed to the attention of the Sales Department.
- Cash envelopes should not be left in the banquet room under any circumstances.
- Decorations and equipment must be removed at the end of the night, unless prior arrangements have been made.

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Catering Guidelines

TAX & GRATUITY

To ensure the superior service of Hilton Garden Inn Albany Downtown, 22% gratuity will be added to all food, beverage, and audiovisual costs. Current sales tax will apply.

ROOM RENTAL

Room rental fees are determined upon original program details. Revisions from the original contract may necessitate a revision in room rental fees. 08% tax is added to all room rental fees.

ROOM ASSIGNMENTS

The Catering Department reserves the right to reassign functions rooms to best service and utilize space according to the final guaranteed number of guests.

LABOR CHARGE

In the case on-site changes are requested, additional labor fees may be assessed.

FOOD & BEVERAGE

Because of market fluctuations, all prices are subject to change. Should our prices increase, written notification will be given. Outside food and beverage is prohibited and Hilton Garden Inn Albany Downtown does not permit the removal of any foods provided by the hotel.

TAKING HOME FOOD

The hotel does not allow take out containers or unconsumed food to be taken from the venue due to City and Provincial Health regulations.

ALLERGIES AND SPECIAL DIETARY REQUESTS

Please consult with us if any of your guest have special dietary needs.

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Contact Us

THANK YOU

Thank you for allowing us to be a part of your dream. Our staff are at your disposal as we aim to exceed your standards for your event and or special occasion.

If you require any further information do not hesitate to give our catering team or our sales department a call.

Once again, welcome to the Hilton Garden Inn of Albany, Georgia.

