

## 2012 Corporate Event & Function Day Package



*The following information answers the most commonly asked questions about planning a conference or corporate retreat at the Three Stallion Inn. We can accommodate a minimum of twelve guests and a maximum of sixty-ninety guests in one room during the winter and hundreds of guests outdoors in the summer. If your group is smaller than twelve, please give us a call. If we are accommodating other functions the day you would like to book an event we may be able to accommodate you. We are happy to provide any additional information you need as you progress with planning your event.*

### **Cancellation Policy**

***A non-refundable deposit of \$100.00 is required to book a meeting space plus a 30% deposit on food. Your event will be tentatively scheduled until we receive your deposit.***

*After the food and guest count have been guaranteed, if a function is cancelled for any reason, with less than 48 hour notice to Three Stallion Inn, the function's organization will be charged for the ordered meals and room rental charge. We understand the uncertainty of the weather in Vermont; therefore if any cancelled functions can be rescheduled to a date within four days of the original event date, the Inn will forward the charges to that date (subject to space availability).*

### **Tax and Gratuities**

*9% Vermont rooms and meals tax and 20% service charge will be added to all functions. Vermont Alcohol tax of 10% will be added to Alcoholic beverages.*

***State Law dictates that all alcoholic beverages are paid for the day of consumption; therefore they cannot be billed out. We will charge your credit card that we have on file unless otherwise notified. Liquor licensing laws do not allow any alcohol for public consumption to be brought onto the premises by guests. All alcohol consumed on the property must be purchased from and served by the Three Stallion Inn.***

### **Food and Beverage Arrangements**

*Please advise us of your food and beverage selections and final guest count no later than **9am, on the Monday of the week prior to the meeting date.** The final guest count will be considered your minimum guarantee and this will establish what you will be charged for.*

*In an effort to satisfy all of our guests' appetites, we do keep the buffets full. Due to our commitment to food quality, excellence and the highest health standards, take out containers are not available for buffets.*

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## 2012 Corporate Event & Function Day Package Rental Information

### Meeting Facilities (7:30a until 5:00p)

Small Conference Room	\$100.00up to 12 people
Small Conference & Sitting Rooms	\$200.00up to 24 people
Pub (*Tues-Sat 7:30a-3p)	\$125.00up to 40 people
Deck (*Tues-Sat 7:30a-3p)	\$225.00up to 75 people
Deck Heat	\$35.00 per hour
Large Conference Room	\$195.00up to 50 people
Dining room	\$195.00up to 40 people
Combo Large Conference & Dining Room	\$275.00up to 75 people
Breakout Rooms	\$ 50.00 per room

**\*Set-up/Facility Fee: \$50-\$300 depending on event specifics.**

### Equipment

Flip Chart on Easel with Markers	\$25.00
TV w/ HDMI-USB converter cable	\$20.00
Podium	\$10.00
LCD Projector	\$50.00
Laptop Computer	\$30.00
Screen	\$20.00
Microphone	\$15.00
Fax	\$0.75 per page
Photocopies	\$0.25 per page

**\*Any changes made to original Banquet Service Orders may incur additional charges. Final bill will be presented the day of the event, and final payment is expected the day of the event.**

### Corporate & Group Overnight Guest Room Accommodations

If there is more than one guest, a written roster will be needed to allocate the rooms. The rooming list must be received no later than one week prior to arrival. Group rates may only be applied on full house rentals and two-night minimums do apply on weekends. The corporate rate applies to Sunday through Thursday. Corporate & Group rates are not available during Holidays and our Foliage Season. Corporate Room charges can be put on a corporate credit card or billed to the company if arrangements are made in advance.

Deposits of \$100 per room are required to reserve the room. Reservations of 5 nights or more require a \$500 deposit. If the reservation is cancelled 15 days or more in advance you will receive a credit toward a future stay, or a refund less a \$25 service fee. If you cancel within the 15 day period prior to your arrival, you deposit is forfeited unless the space is rebooked. If rebooked your full refund may be credited to a future stay or refunded less the \$25 service charge. "No Shows" or cancellations within 48 hours require full payment, less service charge. Our Inn guests are invited to use all of the amenities, which include; a fitness center, hot tub, sauna, outdoor pool, trails, in room flat screen TV, and breakfast. Check-in for all rooms is 2:00 p.m., and check-out is 11:00 a.m.

Corporate Rates (Sun-Thur; No Holiday or Foliage):	Single Occupancy	\$115-\$150 plus 9% tax and 6% service charge
	Double Occupancy	\$150-\$185 plus 9% tax and 6% service charge
Group Rates (Entire house; Two-Night Min.; No Holiday or Foliage):		\$95-\$220 plus 9% tax and 6% service charge

## 2012 Corporate Event & Function Day Package

### 2011 Corporate Day Menus

\*20% Service Charge will be added to all functions to include planning and gratuities\*

#### **Breakfast Breaks**

##### **Continental Breakfast**

Chilled Fruit Juices  
Breakfast Bakeries (Danishes & Muffins)  
Freshly Brewed Coffee, Decaffeinated Coffee, Cocoa & Tea  
\$9.<sup>95</sup> / per person

##### **Bagel Breakfast Break**

Assortment of Bagels, Cream Cheese  
Chilled Fruit Juices  
Freshly Brewed Coffee, Decaffeinated Coffee, Cocoa & Tea  
\$9.<sup>95</sup> / per person

##### **Stock Farm Breakfast**

Egg & Cheese Scramble  
Bacon & Breakfast Sausage  
Toast & Bagels  
Chilled Fruit Juices  
Freshly Brewed Coffee, Decaffeinated Coffee, Cocoa & Tea  
\$13.<sup>95</sup> / per person

##### **Country Continental Breakfast**

Chilled Fruit Juices  
Breakfast Bakeries (Danishes & Muffins) & Bagels  
Fruit Compote or Seasonal Whole Fruit  
Freshly Brewed Coffee, Decaffeinated Coffee, Cocoa and Tea  
\$11.<sup>95</sup> / per person

#### **Add~Ons**

**Freshly Brewed Coffee, Decaffeinated Coffee,  
Cocoa and Tea ~ \$2.<sup>75</sup> / person**

**Chilled Fruit Juices ~ \$2.<sup>75</sup> / person**

**Canned Soda & Bottled Water ~ \$ 2.<sup>50</sup> / person**

**Lemonade & Iced Tea Pitchers ~ \$7.<sup>50</sup> / Pitcher**

**Regular & Diet Soft Drinks \$7.<sup>50</sup> / Pitcher**

**Freshly Baked Cookies ~\$26.00 / dozen**

**Fruit Salad ~ \$4.<sup>50</sup> / person**

**Fresh Fruit ~ \$3 / person**

**Bagels & Cream Cheese ~ \$5 / person**

**Assorted Breakfast Bakeries ~ \$6.<sup>50</sup> / person**

## 2012 Corporate Event & Function Day Package

### ***Plated Luncheon Selections***

Available for a Minimum of 20 People ~ Priced Per Person  
(All-Day Coffee & Tea Service Bar \$2/person ~ Soda's, Iced Tea & Lemonade \$2.<sup>50</sup>/person or \$7.<sup>50</sup>/pitcher)

#### **Salads**

##### **Harvest Salad ~ \$7**

*Fresh Mixed Greens, Candied Nuts, Grilled Apples, Red Onions  
& Blue Cheese Crumbles served with Balsamic Vinaigrette*

##### **House Mesclun Mix of Greens ~ \$6**

*Garden Greens, Tomato, Red onion, Carrot &  
Cucumbers with Balsamic Vinaigrette*

##### **Traditional Caesar Salad ~ \$7**

*Crisp Romaine, Parmesan Cheese, Croutons, and our Homemade Caesar dressing*

##### **Customize your Salads...**

**Add Grilled Chicken Breast ~ \$4.<sup>95</sup>**

**Add Jumbo Grilled Shrimp ~ \$6.<sup>50</sup>**

**with Cajun Grilled Salmon Fillet ~ \$6.<sup>95</sup>**

#### **Sandwiches**

##### **Grilled Chicken Sandwich ~ \$ 10**

*Grilled Boneless Chicken Breast with Lettuce, Tomato, Red Onion, and your choice of Mayo, BBQ  
Sauce, Honey Mustard, Ranch, or Buffalo-Gold Sauce; Served with Chips & a Pickle  
(Add Bacon, Cheddar, Swiss or Blue Cheese \$1ea.)*

##### **Deli Plate ~ \$ 10**

*Sliced Ham & Turkey or Roast Beef & Turkey with Cheddar & Swiss Cheeses, Lettuce,  
Tomato & Onion on a Bulky Roll with a Dill Pickle and House Salad*

##### **Grilled Chicken Caesar Wrap ~ \$10**

*Crispy Romaine, Bacon, Parmesan, Red Onion and Grilled Chicken Rolled in a  
Whole Wheat Tortilla Served with Potato Chips and Dill Pickle wedge*

##### **Grilled Garden Vegetable Burger ~ \$10**

*Served on a Bulky Roll with Lettuce, Tomato, Onion, Along with Potato Chips & a Pickle  
(Add Cheddar, Swiss or Blue Cheese \$1)*

##### **Char-Broiled Burger ~ \$10**

*Served on a Bulky Roll with Lettuce, Tomato, Onion Along with Chips & a Pickle  
(Add Bacon, Cheddar, Swiss or Blue Cheese \$1ea.)*

## 2012 Corporate Event & Function Day Package

### **Hot Luncheon Selections**

Please select two choices from our Plated Lunch Options.  
Each additional choice is 5\$ per person. One preparation of an entrée counts as one choice.

#### ***Pasta Alfredo with Bacon & Broccoli ~\$12***

*Add Grilled Chicken Breast \$4.<sup>95</sup>*

*Add Jumbo Grilled Shrimp \$6.<sup>50</sup>*

*Add Grilled Salmon Fillet ~ \$6.<sup>95</sup>*

#### ***Wild Mushroom Ravioli in a Pesto Cream Sauce ~ \$12***

*Add Grilled Chicken Breast \$4.<sup>95</sup>*

*Add Jumbo Grilled Shrimp \$6.<sup>50</sup>*

*Add Grilled Salmon Fillet ~ \$6.<sup>95</sup>*

#### ***Marinated Beef Tips ~ \$16***

*Sautéed with Mushrooms & Onions, Roasted Red Bliss Potatoes & Seasonal Vegetable*

#### ***Maple-Teriyaki Chicken ~ \$13***

*Sautéed Chicken Breast over Rice & Seasonal Vegetable*

#### ***Slow-Roasted Pork Loin ~ \$14***

*Caramelized Onion & Apple Cream Sauce, Roasted Red Bliss Potatoes & Seasonal Vegetables*

#### ***Pesto-Crusted Salmon ~ \$17***

*With Rice Pilaf & Seasonal Vegetables*

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### Luncheon Buffets

Available for a Minimum of 20 People

(All-Day Coffee & Tea Service Bar \$2/person ~ Soda's, Iced Tea & Lemonade \$2.50/person or \$7.50/pitcher)

#### **At the Barbeque**      **\$19/person**

Mixed Greens with Balsamic Vinaigrette  
Potato Salad  
Barbecued Chicken  
Slow-Roasted BBQ Ribs  
Fried Potato Wedges  
Sliced Watermelon or Seasonal Fruit

#### **The Working Lunch**      **\$16/person**

Tossed House Salad with Balsamic Vinaigrette  
Roast Beef, Smoked Ham & Turkey Breast  
Sliced Swiss & Cabot Cheddar Cheese  
Fresh Leaf Lettuce, Tomatoes, Red Onions  
Assorted Baked Breads  
Potato Chips & Pickles  
Freshly Baked Cookies

#### **South of the Border**      **\$17/person**

Mixed Greens with Peppers, Onions, Scallions  
& Kicked-up Ranch  
Black Bean Salsa & Fresh Tortilla Chips  
Shredded Chicken Burritos'  
Shredded Beef Burritos'  
Mexican Rice with Beans  
Apple Chimichangas

#### **The Sicilian Italian**      **\$18/person**

Fresh Caesar Salad  
Tri-Colored Tortellini  
Marinara, Pesto or Alfredo  
Chicken Cacciatore  
Garlic Bread  
Tiramisu

#### **Oriental Stir Fry**      **\$18/person**

Tossed House Salad w/ Soy-Ginger Vinaigrette  
Peanut Noodle Salad with Crispy Vegetables  
Stir-Fried Chicken or Tofu  
Steamed White Rice  
Stir-Fried Vegetables  
Freshly Baked Cookies

#### **The Provencal Italian**      **\$18/person**

Classic Caesar Salad  
Baked Penne Pomodoro with Cheese  
Grilled Chicken Alfredo with Broccoli  
Garlic Bread  
Tiramisu