



STONEWALL JACKSON

HOTEL & CONFERENCE CENTER

STAUNTON VA

WEDDINGS

2020



24 South Market Street, Staunton, Virginia 24401
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www.stonewalljacksonhotel.com





Your wedding will prove to be one of the most important days in your life and we thank you for taking the time to consider the **Stonewall Jackson Hotel** to serve as host for your festivities.

With the ceremony and celebration comes careful budgeting and planning to ensure a day that you will never forget. With over 100 years combined experience in the event and catering industry, our management team strives to produce a world class affair specific to your needs. While this can be a stressful time, our goal is to make the planning process a convenient, fun and memorable experience.

We are looking forward to being part of your big day.

Management and Staff

Stonewall Jackson Hotel



EVENT SPACE

Based on the requirements outlined by you, the Hotel will reserve the function space specified in the catering contract that best fits your event. As the Hotel strives to provide the optimal experience for you and your guests, we reserve the right to change the function room if the function space originally designated is inappropriate based on the anticipated number of guests attending.

Room rental rates **include** all tables, chairs, glassware, china, silverware, floor length ivory, black or white linens, napkins, choice of candle centerpiece, dance floor, staging, and display tables for cake, gifts, place cards, etc.

Additionally, our room rental rates vary based on time of year and day of the week. The amount spent on food and beverage and number of guest rooms utilized are also considered when estimating room rental fees.

A sales and catering professional will also be available through the planning process and on-site for the introduction of your event.

**Hotel will agree to honor 2 hours of vendor set-up time prior to the start of the event. Additional time may be requested but cannot be guaranteed until 1 week prior to the event date.*



CONTRACT AND PAYMENT INFORMATION

A non-refundable deposit of 25% of the estimated event total will be due with the signed catering contract to guarantee the space and service. Another deposit is due mid-point between the signing of your contract and the actual event date.

Final payment is due 3 business days or 72 hours prior to the event date.

Your menu selection, room set-up and other details related to your event will be outlined in a **Banquet Event Order (BEO)** which will be prepared and sent to you for approval. Once it is reviewed and any necessary changes are made, the Hotel will require a signed copy of the BEO to confirm the details.

Once you and the Hotel have signed the BEO, it will act as an addendum to the contract and be binding to both parties.

The guaranteed number of attendees is due 3 business days or 72 hours prior to arrival and may not be lowered within the 72 hour period. Without a final guarantee, the Hotel will use the originally projected number as the guarantee.



MENU SELECTIONS

The Hotel's culinary team has crafted the attached menus to offer a wide variety of selections. We are always happy to help in the menu planning process, including customizing menus specific to your taste and budget.

Menu items are subject to change due to market prices. We recommend menu planning approximately 30-60 days from your event in order to confirm market price. Final menu selections must be confirmed no less than 15 days prior to your event.

We respectfully request keeping your selection to one entrée for your event. However, in the occasion that an option is necessary, we will offer a choice based on the following guidelines:

- No more than 2 menu choices may be offered
- The higher priced item will be charged for all entrees
- Guaranteed number for each selection will be due 72 hours prior to the event
 - Each guest's selection must be identified to our staff with a place card



WEDDING CAKES

Outside vendors providing wedding cakes will be responsible for the delivery and set-up. The Hotel will not handle the cake after it has been delivered and set-up and is not liable for it. Should the Hotel be required to cut the cake, a handling fee of \$2 per guest will apply. The Hotel will supply all plates, forks and napkins.

AUDIOVISUAL EQUIPMENT

The Hotel utilizes a third party company, **PSAV Presentation Services** for all audiovisual needs. PSAV can provide any and all required equipment and service including sound systems, projection packages and specialty lighting to enhance the décor of the room. Ala carte or package pricing available.



OTHER CONSIDERATIONS

Rehearsal Dinners and Farewell Brunches: The hotel will gladly waive room rental fees on any events you have in addition to your wedding reception. Offer is subject to availability. Standard Food and Beverage prices will apply.

Dietary Restrictions: Special dietary requirements must be received with the final guaranteed guest count. If additional special requests for meals are made on the day of the event, the cost of additional entrées prepared over the guarantee will be billed to your master account. Gluten free items are listed in the menus attached and are denoted by **(GF)**.

Vendors: While the Hotel does not have a published list of preferred professionals, we will be happy to help in suggesting outside vendors.

Gift Basket Delivery: We would be happy to deliver any welcome gift bags to your guests' rooms at a rate of \$2.00 per item. Gift bags handed out at the desk upon check in will be charged at \$1 each.

Early/Late Check-In/Check-Out: Standard check-in time is 4:00 PM, and check-out time is 12:00 PM. Please ask about other options if you require special arrangements.

Parking: A city-operated parking garage is attached to the hotel and available to your guests for event, or overnight parking at the prevailing rate.

Storage: Due to business demands, the hotel cannot guarantee storage space. We will however, accommodate these requests to the best of our ability based on space availability.



WEDDING PACKAGES

For your consideration, the **Stonewall Jackson Hotel** has created standardized wedding packages for ease of planning and budgeting.

All Stonewall Jackson Hotel Wedding Packages include the following:

- Complimentary guest room for the Bride and Groom on their wedding night
- Welcome amenity for the Bride and Groom
- Discounted room rates for your guests (10 rooms or more)
- A dedicated catering professional to work with you through the detailing of your event and an on-site banquet manager to oversee the execution

Should you decide not to purchase a package, a complete a la carte menu is listed which will allow you to custom tailor your wedding to your specific needs and budget.



PLATINUM PACKAGE

One Hour Cocktail Reception to include:
Two Displayed and Two Passed Hors D'Oeuvres
Call Brand Bar Service for Three Hours
2-Course Plated Dinner (included Dual Entrees) or 3-Entrée Dinner Buffet
House Brand Wine Service with Dinner
Sparkling Wine Toast
\$110

GOLD PACKAGE

Heavy Hors D'Oeuvre Reception including 8 Stationary or Passed Hors D'Oeuvres,
and Choice of a Carving Station and Action Station
Four Hour Call Brand Bar Service
\$100

SILVER PACKAGE

One Hour Cocktail Reception
Call Brand Bar Service for Three Hours
Choice of three Hors D'Oeuvres
2-Course single entrée Plated Dinner or 2-Entrée Dinner Buffet
House Brand Wine Service with Dinner
\$90

LUNCHEON PACKAGE

12:00pm—4:00pm
One Hour Cocktail Reception to include:
Two Passed or Stationary Hors D'Oeuvres
Three Hour Beer and Wine Bar Service
2-Course Plated Entrée or 2-Entrée Buffet
Sparkling Wine Toast
\$75



CLASSIC WEDDING BRUNCH

Sliced Fresh Fruit, Breakfast Pastries and Muffins,
Stonewall Tossed Salad with
Choice of Ranch and Italian Vinaigrette Dressings,
Medley of Fresh Vegetables, Lyonnais Potatoes,
Classic Eggs Benedict, Chicken Picatta,
Breakfast Sausage, Bacon
Display of Smoked Salmon, Accompaniments and Petite Bagels
Choice of made to order Omelet Station, Waffle Station
or Virginia Ham Carving Station with Dijon, Biscuits and Honey Butter
Includes orange juice, regular and decaf coffee and tea service.

\$35

(Chef Attendant fee for Carving Station and Omelet Station included)



DINNER PLATED ENTREES

All entrees include Salad, Rolls, Coffee and Tea service

Cheese Ravioli

Large Ricotta Cheese Ravioli Gently Tossed with Broccoli Rabe and Tuscan Beans, finished with Fresh Made Marinara Sauce and Shaved Parnesan

\$23

Southwestern Stuffed Peppers (GF)

A Savory and Colorful Blend of Fresh Angus Beef, Tomatoes, Roasted Corn, Black Beans, Cheddar and Jack Cheese Braised in a Fresh Bell Pepper and Finished with Ancho Chili Sauce

\$25

Spinach and Goat Cheese Lasagna

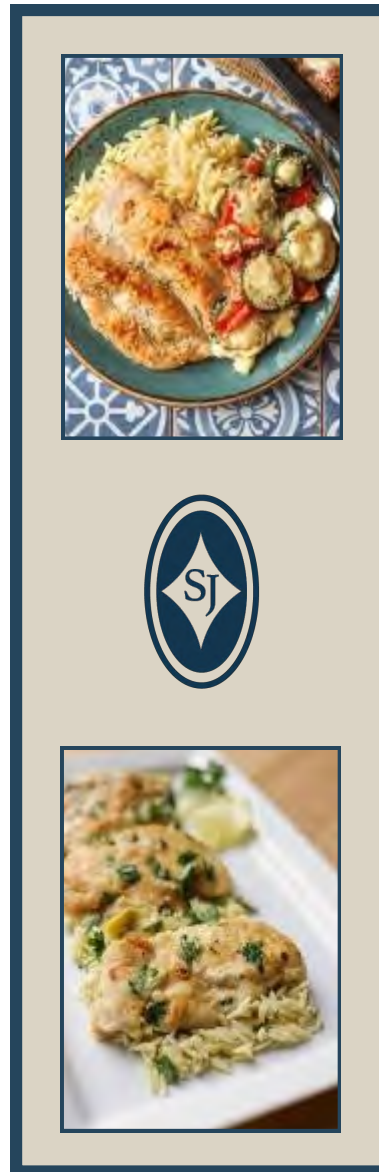
Alternating Layers of Delicious Pasta, Spinach, Homemade Marinara Sauce, Seasoned Ricotta, Melted Mozzarella, and Goat Cheeses

\$23

Chicken Caprese

Grilled Marinated Chicken Breast with Fresh Sliced Mozzarella and Roasted Tomatoes Served Over Orzo Pilaf with a Light Pesto Cream

\$27



Citrus Salmon (GF)

Fresh Broiled Salmon Filet with Citrus Beurre Blanc, served with Stonewall Jackson Rice Medley and Julienned Vegetables

\$29

Eggplant Parmesan

Crispy Breaded Eggplant and Herbed Ricotta Cheese Layered with Fresh Marinara Sauce and Melted Mozzarella Cheese

\$23

Marinated Flank Steak (GF)

Thinly Sliced Steak, accented by a Cabernet Mushroom Demi-Glace served with Yukon Gold Mashed Potatoes and Fresh Vegetables

\$31

Chicken Piccata

Lightly Battered Chicken Breast Sautéed Golden Brown and served with, Lemon Caper Butter Sauce, Orzo Pilaf and Fresh Seasonal Vegetables

\$26

Broccoli Stuffed Chicken Breast

Tender Chicken Breast Stuffed and Rolled with Fresh Broccoli and Cheddar Cheese served with Rice Pilaf and Sauce Supreme

\$28

Filet and Chicken (GF)

Petite Filet Mignon and Grilled Marinated Chicken Breast Served with Forest Mushroom Demi-Glace and Garlic Herb Butter, over Yukon Gold Mashed Potatoes and Fresh Seasonal Vegetables

\$44

Filet of Sole Piccata

Tender Sole Filet Lightly Battered and Sautéed Golden Brown. Served with Angel Hair Pasta, Lemon Caper Butter Sauce and French Green Beans.

\$30

Grilled Filet Mignon (GF)

Served with Mushroom Demi-Glace over Yukon Gold Mashed Potatoes, Chef's Choice of Vegetable
6oz Filet

\$40



Crab Cake with Angel Hair Pasta

Delicious and Decadent Lump Crab Cakes In a nest of Angel Hair Pasta with Julienned Vegetables, served with Lemon Beurre Blanc

\$32

Filet and Crab Cake

Petite Filet Mignon and a Chesapeake-Style Lump Crab Cake, served with Forest Mushroom Demi-Glace and Sauce Remoulade over Stonewall Jackson Rice Medley and Fresh Seasonal Vegetables

\$46

Chicken and Stuffed Shrimp

Marinated and Grilled Chicken Breast with Tarragon Butter, Paired with Two Scallop Stuffed Jumbo Shrimp, served with Rice Pilaf and Fresh Seasonal Vegetables.

\$44

A maximum of 2 selections may be chosen. The higher priced item will be charged for both meals.

BUILD YOUR OWN BUFFET

Includes Stonewall Jackson Garden Salad, Warm Rolls with Butter

Entrees:

Chicken Marsala
Parmesan Crusted Tilapia
Spinach and Goat Cheese Lasagna

Citrus Salmon
Chicken Parmesan
Herb-Roasted Boneless Chicken Breast
Baked Ziti with Italian Sausage and Mushrooms

Roasted Sirloin
Chicken Piccata
Pork Loin

Choice of Accompaniments:

(Select Two)

Yukon Gold Mashed Potatoes (GF)
Stonewall Jackson Rice Medley (GF)
Broccoli Rabe with Tuscan Beans (GF)

Bourbon Sweet Potato (GF)
Seasonal Vegetable Medley
Macaroni and Cheese

Au Gratin Potatoes (GF)
French Green Beans
Broccoli and Cauliflower Medley (GF)

Freshly Brewed Coffee and Tea Service

Two Entrées : \$36

Three Entrées : \$43



UPGRADED STARTERS AND DESSERT OPTIONS

Enhance your Lunch or Dinner by choosing any of the following items and substitute it for the original menu option

Fruit and Nut Field Greens (GF)

A Blend of Designer Lettuces with Dried Fruits, Toasted Nuts and a Colorful
Confetti of Julienne Vegetables
\$6

Wedge Salad (GF)

Large Wedges of Crisp Iceberg Lettuce, Ripe Tomato and Blue Cheese
Topped with Crumbled Bacon
\$6

Fresh Spinach Salad (GF)

Topped with Red Onion, Tomato, Bacon and Blue Cheese Crumbles
Served with Bacon Vinaigrette
\$5

Soup (GF)

Our Executive Chef can create the perfect soup for any occasion.
Examples include Ginger Carrot, Southwestern Corn and Black Bean, Tomato Basil Tortellini, Potato and Roasted Mushroom
\$4

Caprese Salad (GF)

Ripe Tomatoes and Fresh Mozzarella with Extra Virgin Olive Oil
and Reduced Balsamic Vinegar
\$7

Sorbet Intermezzo (GF)

Served on Lemon Crown with Fresh Mint
\$3



PACKAGED RECEPTIONS

1.

Display of Fresh Fruit and Cheese (*GF*)

Fresh Tomato Chevre Bruschetta

Ginger Scallion Meatball

\$15pp

2.

Display of Fresh Fruit and Cheese (*GF*)

Savory Hummus with Vegetable Crudité and Pita Chips

Fresh Tomato Chevre Bruschetta

Vegetarian Pot Stickers

Ginger Scallion Meatballs

\$20pp

3.

Display of Fresh Fruit and Cheese (*GF*)

Cajun Crab Dip with Pita Chips

Fresh Tomato Chevre Bruschetta

Vegetarian Pot-stickers

Ginger Scallion Meatballs

\$25pp





RECEPTION SELECTIONS

Price reflects per 100 pieces

We suggest 5 to 6 pieces per person

Hors D' Oeuvres – Hot

Fried Coconut Shrimp	\$350
Ginger Scallion Meatballs	\$250
Trio of Stuffed Mushrooms (Spinach, Nicioce, Italian Sausage) (GF)	\$250
Beef Wellingtons	\$375
Petite Crab Cakes with Dijon Remoulade	\$375
Bacon Wrapped Scallops (GF)	\$350
Vegetable Spring Rolls	\$250
Coconut Almond Brie Bites	\$275
Goat Cheese Filled Dates Wrapped in Bacon (GF)	\$275
Mushroom Risotto Fritters (GF)	\$250
Mini Twice Baked Potatoes (GF)	\$275

Hors D' Oeuvres – Cold

Jumbo Shrimp Cocktail (GF)	\$350
Beef Medallions on Crostini with Gorgonzola Cream	\$320
Hummus Crostini with Dried Apricots	\$225
Fresh Tomato Chevre Bruschetta	\$250
Crab Salad Cucumber Rounds (GF)	\$300
Rosemary Goat Cheese and Roasted Tomato on Crostini	\$275
Curry Chicken Salad in Phyllo Cup	\$225
Bacon and Blue Cheese served on Endive (GF)	\$280
Chicken Caesar Crostini	\$275



DISPLAYS

<u>Serves Up To:</u>	<u>50 ppl</u>	<u>75 ppl</u>	<u>100 ppl</u>
Vegetable Crudités (GF)	\$125	\$185	\$250
Display of Fresh Fruit and Cheese (GF)	\$175	\$250	\$350
Charcuterie Display (GF)	\$200	\$300	\$400
Pimento Cheese Spread with Crackers	\$100	\$150	\$200
Raspberry Baked Brie en Croute with French Bread	\$125	\$185	\$250
Warm Mexican Layer Dip with Tortilla Chips (GF)	\$125	\$185	\$250
Sliced Fresh Fruit (GF)	\$175	\$250	\$350
Warm Antipasto Dip (GF)	\$125	\$185	\$250
Smoked Salmon Display (GF)	\$250	\$375	\$500
Cajun Crab Dip with Crackers	\$175	\$250	\$350

CARVING STATIONS

\$85 fee for Chef Attendant

Whole Roasted Herb Garlic Sirloin (GF) Served with Dijon Mustard, Horseradish Cream and Rolls	Serves Up to 40 ppl	\$275
Slow Roasted Turkey Breast (GF) Served with Fresh Cranberry Relish and Sage Biscuits	Serves Up to 30 ppl	\$150
Maple Glazed Virginia Ham (GF) Served with Apricot Mustard and Biscuits	Serves Up to 60 ppl	\$250
Florentine Salmon En Croute Whole Spinach Stuffed Salmon Filet Wrapped in Puff Pastry	Serves Up to 20 ppl	\$150
Beef Tenderloin (GF) Beef Tenderloin Served with Sliced Rolls & Horseradish Sauce	Serves Up to 20 ppl	\$250
Slow Roasted Pork Loin Maple and Thyme Glazed Pork Loin Served with Cornbread	Serves Up to 40 ppl	\$175

THEMED STATIONS

Pasta Station

Cheese Tortellini and Penne Pasta, tossed in Alfredo, Marinara, and Vodka Sauce. Displayed with Home-Style Garlic Bread

\$8

Loaded Mashed Potato Station (GF)

Classic Yukon Gold Mashed Potatoes
Served with Whipped Butter, Sour Cream, Crisp Bacon, Chopped Chives, Cheddar Cheese

\$8

Mushroom Risotto Station (GF)

Creamy Italian-Style Parmesan Risotto
With Flame Roasted Peppers, Chopped Artichoke Hearts, Olives, Pesto, Bacon, and Sautéed Mushrooms

\$9

Chicken and Biscuits

Lightly Battered Chicken Tenders Fried Golden Brown. Served with Warm Biscuits and Cream Gravy
Along with Honey Mustard, Ranch, and Barbeque Sauce

\$10





BEVERAGE SELECTIONS



A \$200 minimum applies to both Cash and Host Bars
(An additional \$85 bartender fee per each bar)

All beverage services within the hotel must be provided by the hotel and serviced by hotel personnel.
A **Host Bar** is defined as a bar where the client pays for bar service, whereas for a **Cash Bar**, guests pay for their own drinks

	<u>Preferred</u>	<u>Premium</u>	<u>Wedding Package</u>
	Host: \$9	Host: \$11	
Bourbon:	Jim Beam	Makers Mark	Mattingly & Moore
Vodka:	Absolut	Grey Goose	Bowman's Vodka
Rum:	Bacardi	Mount Gay Eclipse Rum / Bacardi	Bowman's Rum
Gin:	Tanqueray	Bombay Sapphire	Bowman's Gin
Scotch:	Dewar's	Johnnie Walker Black	Clan MacGregor
Tequila:	Lunazul Blanco	Jose Cuervo 1800	Sauza
Whiskey:	Jack Daniels	Crown Royal	Seagrams 7

The hotel has a wide range of wines and spirits to select from, and we are happy to upgrade any of the spirits within each tier for a nominal fee.

Open Bar Package

Preferred Brands: \$18 per person for first hour, \$9 per person for each additional hour
Premium Brands: \$22 per person for first hour, \$11 per person for each additional hour

Sparkling Wine

Sparkling Wine is available for toasts and as a bar menu item.
Please check with your catering manager for available options and pricing.

<u>Beer</u>		<u>Wine</u>		
Basic Beer Package	Virginia Beer Package	House	Premium	Virginia
\$6	\$8	Host: \$6 / glass	Host: \$10 / glass	Host: Market Price / Bottle

*Seasonal Selections available upon request

*Beer and Wine selections will be at the discretion of the Food & Beverage Manager unless otherwise specified.



SPECIALTY DRINK STATIONS



(Prices include Bartender Fee, Minimum amount may apply)

Mimosa Station (\$8 per drink)

Made with our House Sparkling Wine and your choice of juices to include (but not limited to):

Orange Juice

Triple Sec

Peach Nectar

Raspberry Razzmatazz

Finished off with sliced fruit garnish

Bloody Mary Station (\$10 per drink)

Made with House Vodka and Hotel Made Mix. Your choice of Toppings to include:

Olives, Pickles, Bacon, Celery, Horse Radish Sauce, Lemons, Limes, Spices

Rim Flavors include Pepper and Salt

Specialty/Signature Cocktail Station (\$12 per Drink)

Spice up the Cocktail hour with a one hour special cocktail station

You pick two:

Appletini

Chocolate Martini

Dirty Martin

Blue Mountain Cosmo

Mojito

Stonewall Manhattan

Old Fashion

Moscow Mule

Cordial and Coffee Bar (Final Hour bar \$12 per drink)

Mini Chocolates

Regular & Decaf Coffee station

Baileys

RumChata

Amaretto

Kahlua

Sambuca

Grand Marnier

Frangelico

*All options are not limited to those listed. Please check with your Catering Manager for other available options or to make a special request.