

Five Sullivan Brothers Convention Center

Congratulations!!!

This is an exciting time for you and for us as well! We at the Ramada Hotel and Convention Center would be honored to be chosen for your special day. We will take the stress out of the planning, and allow you and your family to be guests at your own party. With special attention to detail, we take pride in hosting all events from bridal showers to rehearsal dinners, to gift openings to the BIG DAY!

We cordially invite you to consider us for your upcoming reception and over night accommodations for your wedding guests. The comfort and satisfaction of you and your guests is as important to us as it is to you! With this in mind we have designed a special Wedding Packet for you to review:

Banquet space for your reception is available in one of four banquet rooms for a fee of \$600.00, plus tax. This includes set-up and the clean-up of the banquet room. Room set-up includes: tables, chairs, linen tablecloths, linen napkins, china plate service, punch bowl, coffee service, dance floor and bar set-up.

Group rates are available for guest rooms at the Ramada Hotel. We also offer a complimentary Executive King Leisure room for the Bride & Groom the evening of their wedding reception.

We have an extensive menu selection which I have enclosed for your review, from a classic hors d'oeuvres buffet to our served plated dinner; we have a menu for everyone! Our Executive Chef would also be happy to create a custom menu to fit your personal taste. Our beverage list and bar options are also enclosed. The Ramada Hotel and Convention Center will cater all of your food and beverage needs with the exception of your wedding cake.

As our space is filling up fast I recommend that you let us know as soon as possible which date you prefer your reception to be held at the Ramada Hotel and Convention Center. A contract needs to be sent to reserve banquet space for your event. A \$600.00 non-refundable advance deposit is due at the signing of your contract. This deposit will be deducted from your final bill.

Please do not hesitate to contact me directly at (319) 236-9516, if you have additional questions or if I can be of further assistance. I look forward to hearing from you.

Warm Regards,

Kate Fischer
Catering Director

Banquet Guidelines

Food and Beverage Service Policies

It is required that all food be provided by the Five Sullivan's Convention Center. Left over buffet food items may not be taken off the premises. Five Sullivan's Convention Center is the only licensed authority to sell and distribute alcoholic beverages on grounds. Absolutely no food or alcoholic beverages may be brought into any function room from outside the hotel or guestrooms.

The convention center reserves the right to refuse service to anyone, in judgment of management staff, is intoxicated, as well as closing the bar if the situations justify.

Menu planning, room set-up and all other details should be planned a minimum of 2 months prior to wedding. All guaranteed guest numbers are due 4 days prior to wedding by 12:00pm. The Convention Center Kitchen will make 5% over guaranteed count. The Convention Center Catering Director reserves the right to reassign function rooms if deemed necessary for any reason.

Display and Buffet foods will be removed after 1 ½ hours of serving time.

Gratuities & Sales Tax

Service charge of 19 percent and sales tax of 7 percent will be added to all food and beverage. All miscellaneous charges including room charges, audio visual, and decor are subject to a 7 percent sales tax.

Deposits & Payments

When signing contracts for space a nonrefundable \$600.00 deposit will be due. This is payable by certified check, cash or credit card.

Final Payments are due in advance prior to entering room during working business hours.

Décor

Décor may be brought into convention center. The convention center has items for use including mirror tiles \$1.50 and votive candles \$1.00 a piece, including candle and glass votive.

Absolutely no glitter, birdseed, or confetti may be used. If these items are used, a clean up fee will be assessed.

Audio Visual

Audio Visual equipment can be rented through the convention center. LCD Projectors rent for \$150.00, TV w/ DVD player \$50.00m, and Microphone free with room rental. Any other needs can be negotiated with Catering Director.

Room Blocks

Weddings taking place in the Five Sullivan's Convention Center will receive and Executive Level King room for Bride and Groom. You may upgrade to a Whirlpool Room for \$129 or for Free by having you rehearsal dinner with us.

Room blocks for wedding party may be an option based on availability at Ramada Hotel. Room blocks start with 25 rooms based on pick up of rooms staff will add more rooms upon availability. Three weeks prior to reception room block will be released to general public, guest can still call and get same rate based on room availability.

Ramada Hotel and Convention Center

Wedding Plated Entrée's for 2010

Included in served dinners are: Entrée, Tossed Garden Salad or Caesar Salad, choice of Potato or Rice, Vegetable, Rolls & Butter. Beverage service of: Coffee & Ice Tea. Per person price listed below.

Entrée

APPLE WOOD SMOKED PORK LOIN

A generous portion garnished with a Dijon cream sauce
\$16.95, ++

ROAST BEEF JARDINIÈRE

Sliced beef with julienne vegetables in beef gravy
\$16.95, ++

ROASTED PORK LOIN

A generous portion topped with a Citrus Glaze
\$16.95++

CHICKEN PICATTA

Sautéed and served with a lemon, herb, butter sauce
\$15.95, ++

SLICED BEEF BRISKET

Tender smoked brisket sliced thin and glazed with our zesty BBQ sauce
\$16.95++

CHICKEN CHASSUER

Sautéed and rubbed with herbs and spices, garnished with leeks, mushrooms & tomatoes \$16.95, ++

ATLANTIC SALMON

8oz Atlantic salmon baked with dill cream Sauce
\$18.95, ++

CHICKEN FLORENTINE

Stuffed with spinach and topped with a creamy Florentine sauce
\$16.95,++

COD

Topped with your choice of Lemon Pepper or Lobster Sauce
\$16.95,++

++= 19% Service Fee plus 7% Sales Tax

Ramada Hotel and Convention Center Wedding Dinner Buffet for 2010

Silver Wedding Buffet

Two Entrée's, two Accompaniments, three Salads, Rolls & Butter & Beverage Service
\$18.95++ per person

Gold Wedding Buffet

Three Entrée's, two Accompaniments, three Salads, Rolls & Butter & Beverage Service
\$19.95++ per person

CHICKEN CHASSEUR

Sautéed chicken breast garnished with a hearty wine sauce, mushrooms & tomatoes

TRADITIONAL LASAGNA

Ground beef and sausage layered with pasta, traditional sauce and cheese

SMOKED BEEF BRISKET *Chef's Favorite*

Smoked over apple wood for 14 hours, and served with our zesty BBQ sauce

CHICKEN FLORENTINE

Sautéed chicken topped with a spinach cream sauce and garnished with red peppers

ROASTED PORK LOIN

A generous portion topped with a Citrus Glaze

CHICKEN PICATTA

Sautéed and served with lemon, herb, butter sauce

SMOKED PORK LOIN DIJON

Tender smoked pork garnished with a Dijon cream sauce

ROAST BEEF JARDINIÈRE

Sliced beef with julienne vegetables in a rich beef gravy

CHEF CARVED DOUBLE SMOKED HAM

CHEF CARVED ROSEMARY ROUND OF BEEF

CHEF CARVED ROASTED OR SMOKED TURKEY BREAST

** \$25 fee per carver **

++= 19% Service Fee plus 7% Sales Tax

Ramada Hotel and Convention Center Wedding Salads & Sides for 2010

Enticing Choices to be Made.....

Salad Selections

Tossed Garden Salad with Choice of Dressing
Caesar Salad
Italian Pasta Salad
Old Fashion Potato Salad
Marinated Vegetable Salad
Sliced Seasonal Fresh Fruit Salad
Antipasto Salad Creamy Macaroni Salad
Zesty Coleslaw

Accompaniment Selections

Twice-Baked Mashed Potatoes
Parsley Buttered New Potatoes
Whipped Potatoes with Gravy
Au Gratin Potatoes
Creamy Garlic Whipped Potatoes
Wild Rice Pilaf
Steamed Broccoli w/Cheese Sauce
Steamed Green Beans and Almondine
Seasonal Vegetable Medley
Amaretto Carrots
Country Style Green Beans with Onion & Bacon
Buttered Corn

Ramada Hotel and Convention Center Wedding Children's Menu for 2010

Plated Menu

All Children's plated meals come with
Jumbo cookie, choice of
Potato, milk or Ice Tea **\$10.95, ++**

CHEESEBURGER SLAMMERS – Two mini versions
Of a traditional favorite

BREADED CHICKEN STRIPS – Three golden brown
Strips of chicken breast

MAC & CHEESE – A scrumptious portion of an all time favorite

Just My Size Buffet

Available for 20 Tots or More Under the age of twelve \$11.95,++

Macaroni & Cheese, Breaded Chicken Strips w/Ranch,
Uncrustable Peanut Butter & Jelly, Goldfish Crackers, Gummy Bears
And Chocolate Pudding

(All set on a pint size buffet, perfect for tots to serve themselves)

++= 19% Service Fee plus 7% Sales Tax

Ramada Hotel and Convention Center Wedding Cold Hors D' Oeuvre Menu for 2010

Jumbo Shrimp on Ice

\$7.50++ (3 pieces per person)

Whole Decorated Smoked Salmon

\$5.00++ Per Person

Vegetable Display with Dip

\$3.00++ Per Person

Cheese and Cracker Display

\$3.50++ Per Person

Meat, Cheese, & Cracker Display

\$4.50++ Per Person

Antipasto Display

\$4.00++ Per Person

Fresh Sliced Seasonal Fruit Display

\$3.50++ Per Person

Bruschetta

\$3.00++ (2 pieces per person)

Chocolate Dipped Strawberries

\$3.00++ (2 pieces per person)

Assorted Canapés

\$4.00++ (2 piece per person)

++= 19% Service Fee plus 7% Sales Tax

Ramada Hotel and Convention Center Wedding Hot Hors D' Oeuvre Menu for 2010

Marinated Chicken Skewers
\$3.50++ (2 pieces per person)

West Texas Wings
\$2.50++ (2 pieces per person)

Cheddar Bacon Potato Skins
\$2.50++ (1 piece per person)

Neptune or Boursin Stuffed Mushrooms
\$3.50++ (3 pieces per person)

Bacon Wrapped Scallop
\$4.00++ (2 pieces per person)

Mini Fried Egg Rolls
(Served with Sweet Mustard and Sweet & Sour Sauce)
\$2.50++ (2 pieces per person)

Chicken Quesadilla Rolls
\$3.00++ (2 pieces per person)

Mini Chicken Tacos
\$2.00++ (3 pieces per person)

Cocktail Smokies
\$2.00++ (5 pieces per person)

BBQ, Sweet & Sour, or Marinara Meatballs
\$2.50++ (3 pieces per person)

++= 19% Service Fee plus 7% Sales Tax

Ramada Hotel and Convention Center Wedding Bar Prices for 2010

Complimentary Items you may pre-purchase for your
Guests at the fully stocked Cash Bar

DRAFT BEER

Budweiser, Bud Light, Busch Light, Coors Light or Miller Lite

16 GALLON KEG Approximate Servings, 140 16oz cups \$225.00++

HOUSE WINE & CHAMPAGNE

Chardonnay, White Zinfandel and Merlot \$20.00++

Andre Brut Champagne \$19.00++

CASH BAR PRICES

Assorted Coke Products \$2.00/can

Canned Beer \$3.00/can

Keg Beer 12oz Cup \$2.00/glass

Well Drink \$4.00/glass

Call Drink \$5.00/glass

Premium Drink \$6.00/glass

Wine \$4.00/glass

Smirnoff/Wine Coolers \$4.00/bottle

DRINK COUPON

Drink Coupons may be purchased from the Catering Department for \$4.00++

Coupons are redeemable for any item at the Cash Bar

HOST BAR PER PERSON PER HOUR

(All Host Bars include, Soda, Draft Beer, Wine and Premium, Call or Well Liquor)

PREMIUM HOST BAR \$10.00++ for the first hour, \$4.50++ for each additional hour

CALL HOST BAR \$9.00++ for the first hour, \$4.00++ for each additional hour

WELL HOST BAR \$8.00++ for the first hour, \$3.50++ for each additional hour

++= 19% Service Fee plus 7% Sales Tax

Five Sullivan Convention Center Vendor Referrals

Photography

(Nu)Vue Images- Lynn Treloar & Betsy Paxton- www.nuvueimages.com
(319) 830-6978, (319) 404-1415
McKenna/McNelly Photography- Crystal Weis
(319) 234-4617

D.J.'s

Ultimate Entertainment- www.ultimateentertainment.cc
(319) 266-0717

Floral & Decorators

Hilltop Garden Market (319) 266-5729

Cake

Waverly Home Bakery (319) 352-3160
Kathy Griese (319) 291-2048
Cakes by Isabel (319) 833-7107

Videographer

Video Memories (319) 277-7274

Invitation Printing

Dickey's Printing (319) 266-4103
The Printery of Waverly (319) 352-5822

Piano

Mike Humrichouse (319) 504-1218
Mick Staebell (319) 240-2687

Rentals

Special Occasions (Black Hawk Rental) (319) 234-3104
Spielman's Event Services (800) 260-5250

Formal & Tuxedo's

Milroy's Tuxedo- waterloo@milroystuxedos.com
(319) 235-1463

Bridal Dresses

Brides Corner-www.bridescorneria.com
(319)-232-2809

Ice Sculptures

Chain Reaction- www.crcarvings.com
(319) 296-1718 or (319) 269-5738

AUDIO / VISUAL EQUIPMENT

Telephone Hook-up.....	\$30.00 each/per day
Overhead Projector.....	\$30.00 each/per day
Slide Projector.....	\$30.00 each/per day
19' Color Monitor W/ DVD.....	\$50.00 each/per day
10' X 10' Screen.....	\$40.00 each/per day
6' X 6' Screen.....	\$30.00 each/per day
Standing Hand Held Microphone.....	\$50.00 each/per day
Wireless Microphone (lavaliere).....	\$50.00 each/per day
Flipchart W/ Markers.....	\$20.00 each/per day
LC500 Video Projector W/VCR & 10' x 10' Screen...	\$150 .00 each/per day
Display Tables.....	\$40.00 each/per day
Draped & Skirted	
Non Draped & Skirted.....	\$20.00 each/per day
Patch into House Sound.....	\$25.00 per day
Sound board / Light Board / Video Splitter.....	\$25.00 each/per day

ONE STANDING PODIUM W/ MICROPHONE WILL BE PROVIDED IN
EACH ROOM AT NO CHARGE

