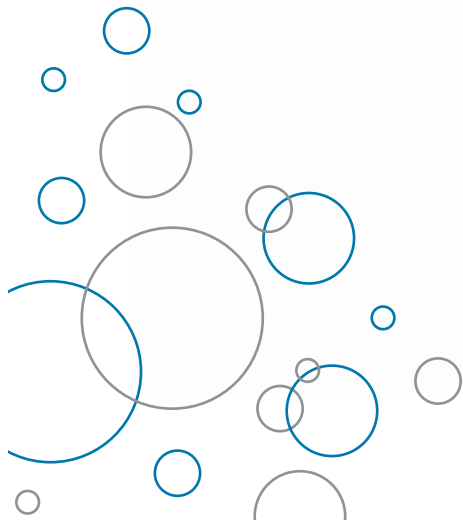


# tactic: banquet/catering

a guide to spice up your meetings...

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**aloft**<sup>SM</sup>

TALLAHASSEE DOWNTOWN

200 n. monroe st. | tallahassee, fl 32301 | 850.513.0313

[alofttallahassee.com](http://alofttallahassee.com)

# breakfast:

wake up and a-go-go

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## continental breakfast | 7

sweet & savory muffins  
bakery bagels, sweet butter, cream cheese & preserves  
seasonal fresh fruit  
orange & apple juice  
coffee & tea service

## enhancement option | +3

baked cinnamon buns & sweet breads  
assorted fruit yogurt  
cereals & granola with cold milk  
oatmeal with brown sugar, dried fruits & almonds

## enhancement option | +4

egg, sausage and cheddar muffin sandwiches  
or scrambled eggs, turkey canadian bacon or sausage

## hot breakfast | 12

sweet & savory muffins  
hot baked cinnamon buns  
bakery bagels, sweet butter cream cheese & preserves  
seasonal fresh fruit  
assorted cereals with cold milk, skim & low fat  
scrambled eggs, breakfast potatoes, sausage or  
turkey canadian bacon  
orange & apple juice  
coffee & tea service

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# breaks:

a tasty diversion

## am break | 5

whole seasonal fruits  
bottled water & soft drinks  
coffee & tea service

### enhancement option | +4

sweet & savory muffins & sweet breads  
assorted fruit yogurts & parfaits  
orange & apple juice  
iced teas

### enhancement option | +4

high energy cereal bars  
roasted nuts, individual packets

## pm break | 5

whole seasonal fruits  
bottled water & soft drinks  
coffee & tea service

### enhancement option | +4

brownies & cookies  
salty snacks & nuts  
assorted candies  
iced tea

### enhancement option | +4

roasted spiced almonds & dried fruits  
energy drinks

## a la carte items

assorted breakfast pasteries

(bagel-bagel, muffins, cinnamon buns) | 24 dozen

cookies | 20 dozen

brownies | 20 dozen

sweet bars | 20 dozen

novelty ice cream bars | 3.5 each

low-fat sorbets | 3.5 each

If you are looking for something  
that you do not see on the menu  
please ask and we will do our best  
to accommodate your request.

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# lunch:

a light midday meal

## market boxed lunch | 12

\*roast turkey blt

\*chunk white tuna salad on whole grain, low fat mayo

\* smoked Virginia ham & aged cheddar

creamy slaw

potato chips

whole fruit

candy bar

## market sandwich table | 14

choice of soup: hearty chicken noodle soup or  
broccoli cheese

\*roast turkey blt

\*chunk white tuna salad on whole grain, low fat mayo

\* smoked Virginia ham & aged cheddar

creamy slaw

potato chips

turtle nut brownies & lemon bars

## market deli board | 16

choice of soup: hearty chicken noodle soup  
or broccoli cheese

assorted sliced meats & cheeses

artisan breads & sliced breads

lettuce, tomatoes, pickles

brown mustard & mayo

creamy slaw

seasonal fruit

potato chips

chocolate brownies & cookies

## bistro pizza and salad table | 17

caesar salad

garden greens, tomatoes, peppers, onion, cheese &  
croutons with dressings

assorted hand tossed & thin crusted pizzas

pepperoni, sausage, beef, bacon, olives, peppers,

onions, mushrooms, banana peppers, jalapenos

turtle nut brownies, lemon bars & cookies

all lunches include  
beverages: soft drinks,  
bottled water & iced tea

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# reception:

a social gathering

## cold bites

50 piece minimum

pin wheels – assorted	\$50
antipasto k-bob	\$100
stuffed mini croissants	\$100
seafood phyllo cups	\$100
iced shrimp cocktail	\$150

## hot bites

50 piece minimum

garlic hot wings w/ blue cheese	\$100
baby back ribs	\$100
phyllo wrapped asparagus	\$100
spanikopita	\$100
bacon scallop wraps	\$150
four cheese calzones	\$150
chicken flautas	\$150
beef quesadilla	\$150

## dips n' such

35-40 persons serving

hummus/ roasted peppers	\$45
spinach/artichoke	\$50
seafood florentine	\$60
assorted vegetables w/ dips	\$100
seasonal fruit plates	\$150
imported cheese plates	\$200



# considerations:

getting down to details

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## general information & policies

all food & beverage must be purchased and served by the hotel. printed menus are for general reference & our event staff would be happy to customize to your specific needs. menu pricing is subject to change.

## guarantees

a guaranteed number of attendees is due by noon three business days prior to your function. If no guarantee is provided, the expected attendance at the time of the contract signing becomes the guarantee. The guarantee is the minimum number for which you will be charged. The hotel will be prepared to serve 6% over your guaranteed count. Should your actual attendance exceed your guarantee, you will be charged for the actual number of attendees. The final guarantee must be at least 80% of the contracted number. If the count falls below this percentage, you will be charged the difference. Final payment is due with your guarantee.

## service charge & tax

all food & beverage is subject to a 20% gratuity & applicable state sales tax.

## shipping

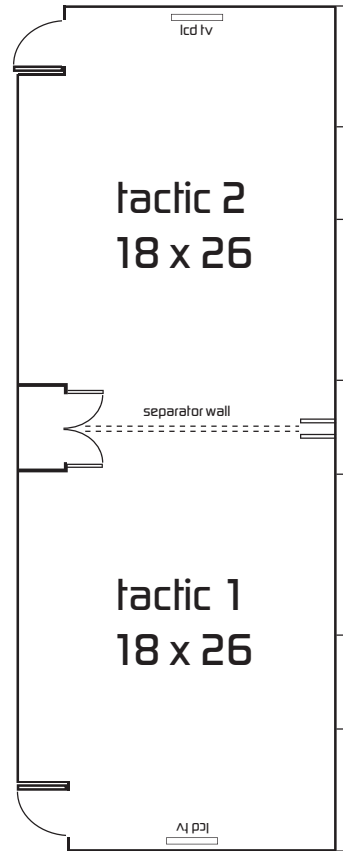
if shipping materials to the hotel, please include company/ group name, event manager & date of meeting on the outside of the package. the hotel cannot assume responsibility for the damage or loss of merchandise sent for storage.

# tactic capacity charts:

blueprint for a successful meeting

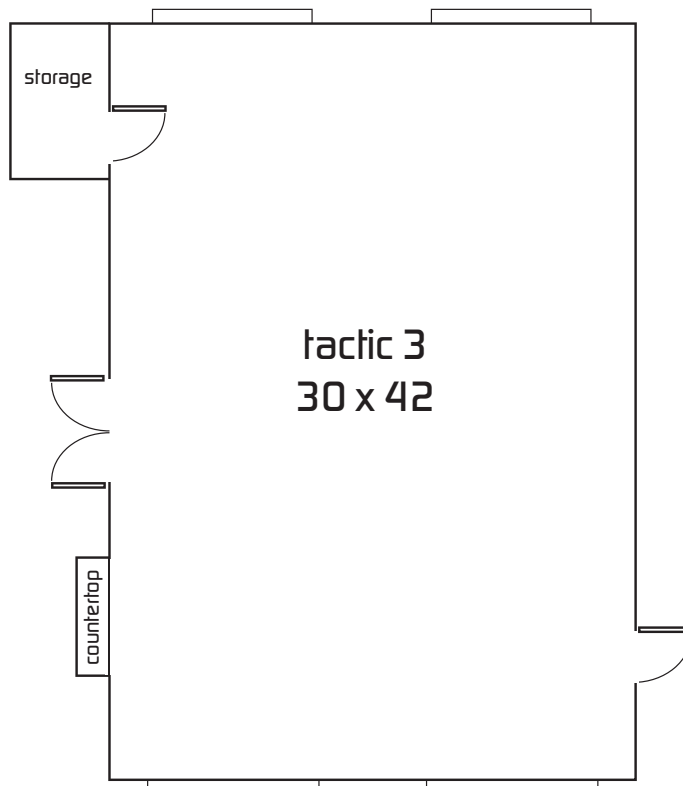
## tactic 1

dimensions: 26 x 18  
square footage: 475  
seating capacities:  
banquet | 20  
theatre | 35  
conference | 16  
reception | 30  
classroom | 20  
u-shape | 10  
hollow square | 14  
dinner dance | n/a



## tactic 2

dimensions: 26 x 18  
square footage: 475  
seating capacities:  
banquet | 20  
theatre | 35  
conference | 16  
reception | 30  
classroom | 20  
u-shape | 10  
hollow square | 14  
dinner dance | n/a



## tactic 3

dimensions: 30 x 42  
square footage: 1,299  
seating capacities:  
banquet | 72  
theatre | 80  
conference | 54  
reception | 80  
classroom | 54  
u-shape | 30  
hollow square | 36  
dinner dance | 50



# seen & heard:

audio visual equipment rental services

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## equipment packages

LCD projector, 6' x 8' screen, table and set up/power supply | 300

50" flat panel TV and DVD | 80

6'x8' drop-down screen, table, and power supply | 40

flipchart stand with Post It flipchart paper and assorted markers | 30

## audio

Polycom speakerphone | 80

laptop/accessory audio patch | 75

lavalier or handheld wireless microphone | 50

4 channel mixer | 35

## meeting accessories

laser pointer | 15

display easel | 10

