

Eat, Drink & Celebrate!

New Year's
Celebration Menus



GLENDALE
CIVIC CENTER

Cheers to the New Year!

Food and Beverage Provided by our Exclusive Caterer



Arizona Catering

480-898-8848

www.arizonacatering.com

Located in the Heart of Historic Downtown Glendale

5750 W. Glenn Drive, Glendale, Arizona

623-930-4300

www.glendaleciviccenter.com



The professional staff at the Glendale Civic Center and Arizona Catering are looking forward to welcoming you and your guests to our beautiful venue located in Historic Downtown Glendale. If you are looking for a unique venue, then we are the ideal choice! We have eight elegant ballrooms and two beautiful garden patios to choose from that are sure to provide the perfect ambiance for a truly spectacular event. You and your guests can enjoy one of the best displays of holiday lights in the valley. Make your event the “event of the year” and book at the Glendale Civic Center!

New Year's Eve Ballroom Reception Pricing

Rental rate does not include cost of catering

A 5% Service Charge and Applicable Sales Tax apply to all event space rental prices.

Food and beverage must be ordered for contracted guest count



Includes:

6:30 PM – 12:30AM Event Time

Large Dance Floor for Ballroom Receptions

72" Round Tables (Seating for 10 people per table)

Lap length seating linens included (1 per 10 guests, colors based on availability)

12' x 24' x 16' DJ or Band Stage

Customized Agenda and Floor plan

Enhanced Ballroom Lighting with LED Color Up-Lighting

Up to 4 Electrical Power Outlets

Complimentary Guest Parking

Personal On-Site Event Concierge

Topaz – Onyx Room or Crown	100 – 160 Guests	\$1,258.00
Garnet, Emerald, Sapphire	160 – 200 Guests	\$1,608.00
Crowne, Topaz, Onyx	201 – 350 Guests	\$2,108.00
Crowne, Garnet, Emerald, Sapphire	351 – 500 Guests	\$2,408.00
Crowne Ballroom	501 – 650 Guests	\$2,758.00
Fountain Terrace*	100 – 300 Guests	\$1,150.00
Garden Courtyard*	100 – 150 Guests	\$ 650.00

*Dance floor and Stage are not available outdoors. The Glendale Civic Center does not guarantee indoor event space in the event of inclement weather when contracting outdoor event space. We will make every effort to move the event indoors at no charge if space allows. All food, beverage and alcohol must be provided by our exclusive caterer.

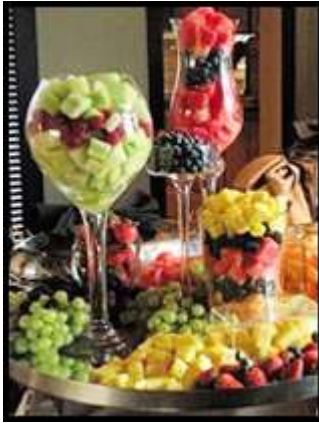
We look forward to working with you to create a truly memorable event!



The following menus include:

- ◆ Dinner Buffet
- ◆ Coffee Station
- ◆ White Lap Length Seating Table Linens
- ◆ White China, Flatware, and Glassware
- ◆ Choice of Colored Linen Napkins (Based on availability)
- ◆ Draped Welcome Table (Choice of Burgundy or Sage)
- ◆ Attentive Banquet Captain and Service Staff

We are also happy to assist you with any “extras” you may require such as a DJ, Band, Specialty Linen Cloths, Chair Covers, Ice Sculpture, Upgraded China Service, etc...



Hors Oeuvre Reception

Chef Attended Brown Derby Station

Sautéed to Order Miniature "Brown Derby" Filet Mignon Sandwiches
Prepared to Order with Requested Add Ins...Herb Butter, Garlic, Tomatoes,
Onions, Bleu Cheese, Horseradish Cream Sauce
& Chef's Choice of Demi Glaze on Miniature Rolls

Hors d'oeuvre Display

Domestic & International Cheese Board
Garnished with Dried Fruits and Nuts
Served with European Table Crackers & Lahvosh (Vegetarian)
Vegetable Crudité
Served with Roasted Garlic Avocado White Bean Dip (Vegan, Gluten Free)
Classic Bruschetta
Served with Garlic Toasted Crostini (Vegetarian)
Miniature Green Chile & Pepper Jack Cheese Quesadillas
Served with Sour Cream & Roasted Tomato Salsa (Vegetarian)
Chipotle Chicken Sate (Gluten Free)
Hand Rolled Maple Glazed Pork Meat Balls

Coffee & Dessert Station

Assorted Dessert Bars & Chocolate Mousse Cups
Gourmet Freshly Brewed Columbian Coffee
Creamer & Sweeteners

Full Service Bar

Vodka, Gin, Tequila, Rum, Scotch, Bourbon
Chardonnay, Cabernet
Domestic Beer, Import Beer
Assorted Sodas and Mixers

\$74.95 per person ++

All prices are per person plus 10.2% Tax & 20% Service Charge

All Prices & Menu Items are Subject to Change

Any menu substitution, additions and changes are subject to price increase



Dinner Buffet Reception

Fresh Spinach Salad

Topped With Strawberries, Mushrooms, Grilled Red Onions, Spiced Pecans
& Dressed with Honey Poppy Seed Dressing (Vegetarian)

Boneless Beef Short Ribs

With Fig Molasses Sauce (Gluten Free)

Bourbon Glazed BBQ Chicken Breast

Topped with Crispy Onion Straws

Garlic Whipped Potatoes (Vegetarian)

Chef's Fresh Vegetable Selection (Vegan, Gluten Free)

Freshly Baked Dinner Rolls

Served with creamery Butter

Coffee & Dessert Station

Classic Bread Pudding with Vanilla Bourbon Sauce

Chocolate Mousse Cups

Gourmet Freshly Brewed Columbian Coffee

Creamer & Sweeteners

Full Service Bar

Vodka, Gin, Tequila, Rum, Scotch, Bourbon

Chardonnay, Cabernet

Domestic Beer, Import Beer

Assorted Sodas and Mixers

\$72.95 per person ++

All prices are per person plus 10.2% Tax & 20% Service Charge

All Prices & Menu Items are Subject to Change

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Glendale Civic Center – Answers to Commonly Asked Questions

EVENT TIMING:

We allocate 6 hours for events including personal time for decorating / set up and move out. Most Friday and Saturday evenings may not begin before 5:00 pm due to prior events, though some exceptions are possible and are based on your date and size of guest list. Events must end by 12:30 AM or additional rental charges and catering labor charges will apply. See your Event Coordinator for details.

DEPOSITS/PAYMENTS:

The Glendale Civic Center requires a NON-REFUNDABLE DEPOSIT OF 50% of the total rental and equipment fees at the time of booking. Balance of all charges is due 30 days prior to the event. All deposits and final payments should be made in the form of Check, Credit Card, Money Order, or Cashier's Check. See also the deposit information/requirements for Arizona Catering.

CATERING:

All food and beverage must be provided by our exclusive caterer, Arizona Catering. No outside food and beverage may be brought into the Glendale Civic Center. Additional labor charges will apply for groups less than 100 people. A catering deposit of 50% is required at the time of the catering contract. When paying for catering by credit card a 3% charge will be applied. The final payment is due 10 days prior to the event when the final meal guarantee is given.

Split Entrees: If you would like to provide a choice of entrees for your guests, the higher price of the entrees selected will apply. The salad, vegetable and starch will be the same on all entrees. A final count of each entrée selection is due to the caterer (7) days before the event.

BAR SERVICE:

Events with bar and/or alcohol service must also purchase a dinner package.

ROOM ASSIGNMENT, SET UP AND DECORATING:

Rooms are assigned and set up according to the guaranteed number of guests. The Glendale Civic Center reserves the right to assign and re-assign event space.

CHOOSING YOUR OWN VENDORS

You are required to use Arizona Catering for all your food, beverage and alcohol needs. However, you are welcome to select your own vendors such as a band or a DJ for entertainment, photographer, rental-companies, decorators and florists. Please keep your Event Coordinator informed of each vendor you are using for your event and also provide any pertinent information related to their activities.

DECORATING RESTRICTIONS:

All candles must be contained in glass containers and flames must be below the rim. The use of streamers, silly stream, rice, confetti, glitter or sparklers is prohibited. Please discuss with your Event Coordinator all arrangements related to decorating.

SECURITY:

The Civic Center requires, at the Client's expense, security personnel for events with alcohol or as may be determined necessary by the Civic Center. The City of Glendale Police officers are available to provide security for your event. Please contact Sgt. Anthony Brown at 623-930-2557 or Sgt. Frank Sankhagowit 623-930-4032. The fee for an off- duty police officer is \$50.00 per hour with a 4-hour minimum. Minimum of 2 Officers.

Arizona Catering

Arizona Catering is committed to providing the highest level of excellence in service and cuisine. Through individual attention we create a unique culinary experience that caters to the needs of our diverse clientele. Our name must represent quality and respect for our clients, our community, our profession and ourselves. We are dedicated to providing exceptional quality food and beverage and impeccable service. You will find no one more committed to providing you with the highest quality, comprehensive food and beverage program than Arizona Catering. Our professional event & culinary staff will be happy to create specialized menus to meet your individual needs including Vegetarian, Vegan, Kosher, Gluten-Free and other personal or Ethnic requirements.

Policies

Deposits and Payment Policies

In order to properly confirm your reservation of catering services, Arizona Catering requests deposits and payments as follows:

A non-refundable deposit is required to confirm your function on a definite basis.

- 50% of estimated food and beverage deposit required with signed contract
- 25% additional deposit 60 days from event date (*50% deposit if booking is 60 days or less*)
- Full balance 10 days prior to event

Attendance Guarantees

The final guaranteed minimum guest count is due seven business days prior to the event.

Charges will be for the guaranteed guest count, unless actual guest attendance is greater than the guaranteed guest count, then the greater number will be charged for food, beverages and rentals.

Cancellation/Deposit Policy

If a client cancels their event, the following deposit return schedule will be followed:

60 Days or Greater – 75% of Deposit

59 Days or Less - 50% of Deposit

Linen Service

All tables are dressed with standard house white linen and napkins. Specialty linen is available. Please discuss options and costs with your Event Professional. One (1) linen for every 10 guests is included in the price of the meal. If additional linens are needed, additional charges will apply.

Labor Fees for Under 100 People

Under 25 people	\$450.00
26 – 50 people	\$325.00
51 – 75 people	\$250.00
76 – 99 people	\$175.00

