



Your Special Day. Our Special Way.

Imagine the perfect day... Whether it's a traditional evening affair with a formal dinner reception, or a more casual themed ceremony and luncheon, our staff of trained wedding professionals will make your special day a memorable one. Our planners and catering team will attend to every aspect of your bridal experience to make this once-in-a-lifetime event a perfect one.



Our guests are very important to us. We will welcome them with gracious smiles and a touch of southern hospitality. Pre-arranged discount room rates are available and we'll even provide you with instruction cards and location maps to be placed in your invitations to assure your guests receive the discount arranged.



Our expertise isn't limited to your wedding reception. We can assist with pre-wedding functions such as engagement parties, bridal showers and rehearsal dinners.



Whatever your needs, you can trust the trained professionals at Holiday Inn SE Historic Gateway to make your event a success.



Winchester SE Historic Gateway

We are delighted that you are considering Holiday Inn Winchester SE Historic Gateway for your function. Be assured that our professional staff will make it a memorable occasion. In order to be certain your function proceeds as flawlessly as possible, please review the following policies carefully.

Guaranteed Attendance

Attendance and menu guarantees are necessary to ensure proper preparation of your food and facility. Confirmation of final event details and head count will be due a minimum of seven days prior to the event. We will prepare for 10% above the guaranteed number not to exceed ten people. Your final bill will be charged for your actual attendance, or the guaranteed guest count, whichever is greater. All events require a minimum expenditure, which may vary by date, time or size of event, and does not include service charges or tax.

Menu Selection and Prices

All pricing and menu selections are subject to change/substitutions due to supply limitations. All menu prices are subject to a taxable 20% service charge and applicable sales tax.
Menu prices do not include room rental.

Food & Beverage Service

It is our policy that food may not be brought in from outside sources or removed from the hotel other than special event cakes. In accordance with the Virginia Alcohol Control Board, alcohol may not be brought into the hotel from outside sources. Our servers and bartenders are prohibited from serving alcoholic beverages to anyone under the age of twenty-one. Management reserves the right to close the bar prior to the scheduled end time if guests have consumed too much or are being disruptive.

Alcoholic bars are available for a minimum of two hours, maximum of four consecutive hours, or five hours total.

Proper identification is required for all guests.

Decorations

Holiday Inn Winchester SE Historic Gateway can provide centerpieces at an additional cost. No confetti of any kind may be used on tables. Tape may not be used on equipment, floors, walls or ceilings. The hanging of signs and banners on the walls or ceilings is prohibited. Flammable substances are not permitted in the building. Access to the banquet room for setup, all vendor deliveries and other set up outside of the scheduled event must be coordinated with the banquet manager at least two weeks prior to the event. All decorations must be removed at the end of the event and are the responsibility of the host.

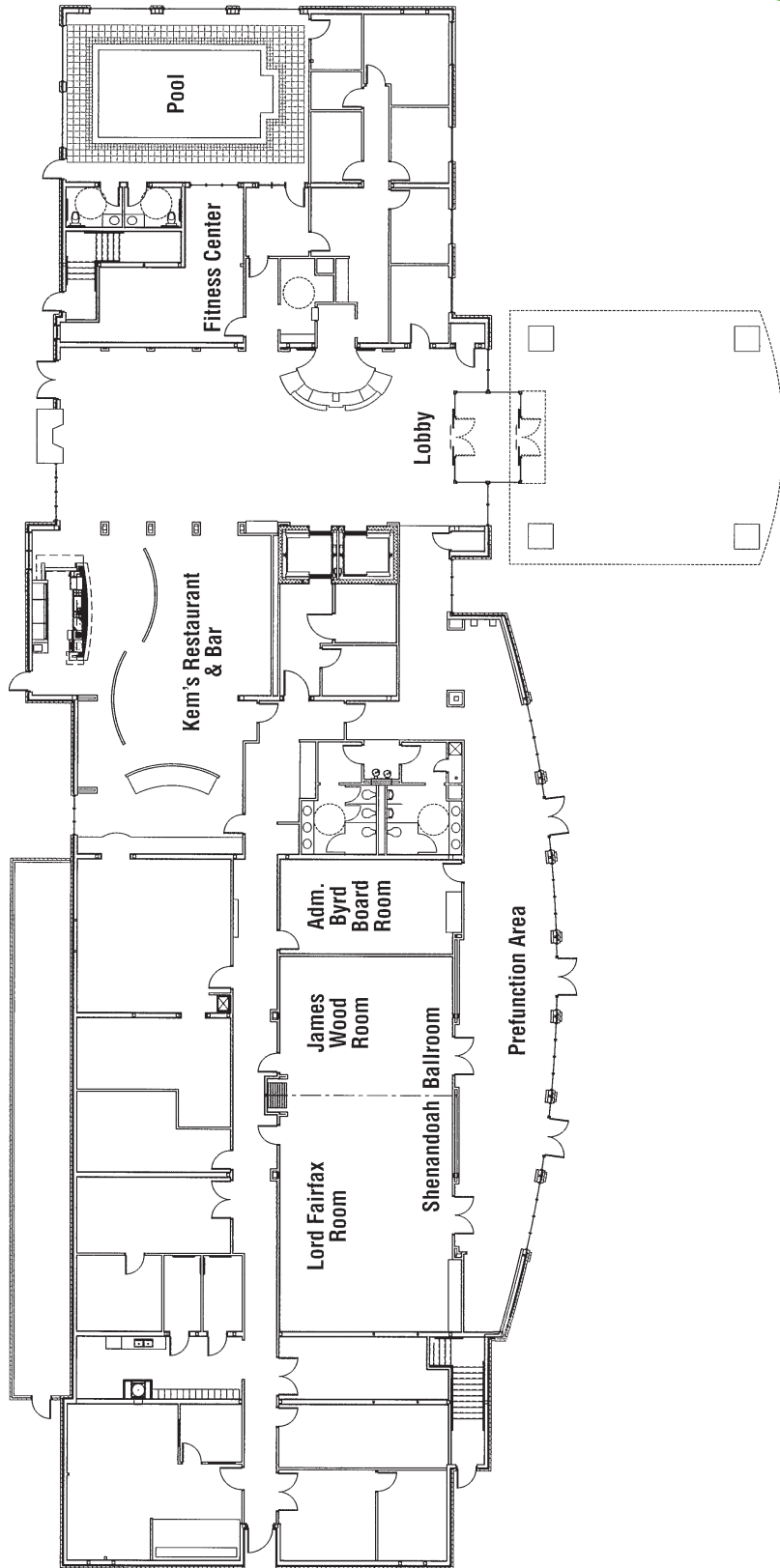
Securities and Restrictions

Holiday Inn Winchester SE Historic Gateway reserves the right to inspect and control all functions on its premises. Liability for any damage to the premises will be charged accordingly. Holiday Inn Winchester SE Historic Gateway does not assume responsibility for personal property and equipment brought in to the banquet room.



Winchester SE Historic Gateway

FLOOR PLAN



Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA
Phone: 540.667.3300 • Fax: 540.722.2730
www.holidayinn.com/winchesterva



WEDDING FACILITY RENTAL

SHENANDOAH BALLROOM

RENTAL FEE \$1200.00—4 hours

ADDITIONAL HOUR \$300

Capacity with Dance Floor 100

Maximum Capacity with out Dance Floor 144

Seating Capacity—Banquet Rounds (8 per table)

Rental Fee includes:

Use of Pre-function Area

Complimentary executive room for the bride and groom the night of the reception*

Discounted Room Rate for Overnight Guest**

Cutting and Plating of Wedding Cake

Dance Floor

Head Table with Skirting

Ivory Linens & Napkins

Tables, Chairs, China, Flatware and Glass Ware

Candle Centerpieces

Banquet Manager/Head Waiter Present for Entire Event

*Based on Availability

*Complimentary Holiday Inn Web Site

*Priority Club Points offered to Couple for food, beverage and guest rooms

*** Restrictions to apply

** Pre-arranged Block of Rooms with Cut-Off Date

(Printed instruction cards and location maps provided for insert in invitations.)

Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA

Phone: 540.667.3300 • Fax: 540.722.2730

www.holidayinn.com/winchesterVA



Everything Linen

BANQUET RENTALS

Tablecloths

Floor Length Satin Round (120")

Satin Square (90x90)

\$15

Organza Overlay (72x72)

\$10

Specialty Overlay (72x72)

\$15 w/ Tablecloth

\$18 w/o Tablecloth

Chair Covers

White, Ivory, Black, Brown or Gold

\$3.50 per chair

Satin or Organza Sashes in a Variety of Colors

Napkins

\$.80 Satin

Colors Coordinate with Sashes

Special

Ivory Twinkle Tablecloth and Sash
Chair Cover and Napkin-White or Ivory

\$6 per person

Twinkle Tablecloth

\$20 per table

Packages

Chair Cover and Sash.....\$3.50 per chair

Chair Cover, Sash & Napkin.....\$4.25 per chair

Chair Cover, Sash, Napkin, and Tablecloth...\$6.00 per chair

Chair Cover, Sash, Napkin, Tablecloth and Organza Overlay...\$7.00 per chair

Chair Cover, Sash, Napkin, Tablecloth and Specialty Overlay...\$8.00 per chair

Installation is \$1 per person for set up and break down/pick up at the end of the evening

Specialty linens are also available.

Complimentary delivery

(540) 636-4647

Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA

Phone: 540.667.3300 • Fax: 540.722.2730

www.holidayinn.com/winchesterva



Winchester SE Historic Gateway

DISPLAYS - 50 person minimum

Jumbo Shrimp Cocktail

Spiced Seaport Shrimp
Served with wedges of Lemon and Cocktail Sauce
\$150.00 per display

Seasonal Fresh Fruit Display

Delightfully displayed
Fresh Seasonal Fruit and Berries
Served with a Virginia Honey Yogurt Dip
\$145.00 per display

Shenandoah, Oui!

Wheel of Baked Brie En Croute'
with Fresh Apples and Caramel Sauce
\$75.00 per display

Crab and Artichoke Dip

Served with Crustini Rounds
\$95.00 per display

International Cheese Display

Assorted Cheeses with Fruit Garnish
Served with French Bread and Assorted Crackers
\$175.00 per display

Vegetable Crudités

Artfully Displayed Seasonal Vegetables
Served with Bleu Cheese or Parmesan
Peppercorn Dressing
\$85.00 per display

Sundried Tomato Basil Terrine

Layered Goat Cheese, Pesto and Sundried Tomatoes
Served with Artisan Breads and Assorted Crackers
\$85.00 per display

Dessert Display

Chef's Choice of Assorted Desserts
\$145.00 per display

WARM HORS D'OEUVRES

Prices per 50 portions

Virginia Ham Biscuits.....	\$125.00
Quiche Tartlets.....	\$75.00
Mini Crab Cakes	\$150.00
Bacon Wrapped Shrimp	\$150.00
Crab Stuffed Mushrooms	\$110.00
Brie En Croute'	\$75.00
Chicken Satay with Spicy Peanut Sauce.....	\$120.00
Mini Sausage Pastry	\$75.00
Scallops Wrapped in Bacon	\$150.00
Sausage Stuffed Mushrooms	\$75.00
Mini Beef Skewers	\$125.00
Swedish Meatballs	\$60.00
Mini Lamb Chops.....	\$150.00

CHILLED HORS D'OEUVRES

Prices per 50 portions

Chicken Salad Sliders.....	\$125.00
Cucumbers Stuffed with Shrimp and Mango Salad	\$95.00
Smoked Salmon Mousse in Phyllo	\$95.00
Skewered Tomato Mozzarella	\$75.00
Curried Chicken Salad on Toast Points	\$75.00
Herbed Cheese and Vegetable Canapés	\$75.00
Sundried Tomato Hummus on Pita Rounds	\$75.00
Tomato, Avocado and Goat Cheese Crostinis	\$95.00
Assorted Pinwheel Sandwiches.....	\$75.00

PRICES DO NOT INCLUDE 20% GRATUITY & APPLICABLE SALES TAXES.

WE ARE HAPPY TO PREPARE A CUSTOMIZED MENU AT YOUR REQUEST.

Prices Subject to Change.

Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA

Phone: 540.667.3300 • Fax: 540.722.2730

www.holidayinn.com/winchesterva



Winchester SE Historic Gateway

RECEPTION BARS

Premium Brand

Includes premium brand liquor, domestic and imported bottled beer, premium wines and assorted sodas

\$14.00 per person for the 1st hour / \$7.00 per person for each additional hour

Call Brand

Includes call brand liquor, domestic and imported bottled beer, call brand wines and assorted sodas

\$13.00 per person for the 1st hour / \$6.00 per person for each additional hour

Limited Bar

Includes domestic bottled beer, wines and assorted sodas

\$9.00 per person for the 1st hour / \$5.00 per person for each additional hour

Hosted Bar

Premium Brand Cocktails	\$6.00
Call Brand Cocktails	\$5.50
Domestic Beer	\$3.00
Imported Beer	\$4.00
Non-Alcoholic Beer	\$3.00
Wine - House	\$5.50
Wine - Call	\$6.00
Wine - Premium	\$7.00
Sodas, Bottled Water, Juice	\$2.00

Cash Bar

Premium Brand Cocktails	\$6.50
Call Brand Cocktails	\$6.00
Domestic Beer	\$3.50
Imported Beer	\$4.50
Non-Alcoholic Beer	\$3.50
Wine - House	\$6.00
Wine - Call	\$6.50
Wine - Premium	\$7.50
Sodas, Bottled Water, Juice	\$2.25
Champagne Toast	\$4.50

Bartending Fee

There will be a \$50.00 set up fee in addition to a \$25.00 per hour per bartender fee for all bars. Bartender fees are applicable during the dinner hour even if the bar is closed at the host's request.

PRICES DO NOT INCLUDE 20% GRATUITY & APPLICABLE SALES TAXES.

Prices Subject to Change.



WEDDING PLATED DINNERS

Salads

Choice of One:

- Fresh Field Green Salad topped with Cucumbers and Grape Tomatoes with Dressings
- Baby Greens topped with Sliced Apples, Red Grapes, Glazed Walnuts served with Blueberry Pomegranate Dressing
- Crisp Romaine tossed in Caesar Dressing with Parmesan Rounds and Toasted Croutons

Entrees

- Grilled Filet Mignon with a Cognac Tomato-Mushroom Demi Glace served with Au Gratin Potatoes
\$31.95 per person
- Prime Rib with Oven Roasted Potatoes. . .
\$24.95 per person
- Tilapia Filet stuffed with Crabmeat, topped with Citrus Buerre Blanc and served with Rice Pilaf
\$23.95 per person
- Twin Chesapeake Crab Cakes with a Spicy Remoulade Sauce served with Wild Rice Blend
market price per person
- Boursin Stuffed Chicken Breast with a Tomato Basil Cream Sauce served with Jasmine Rice
\$19.95 per person
- Boneless Breast of Chicken stuffed with Black Forest Ham, finished with Mornay Sauce over Fettuccini
\$19.95 per person
- Broiled Salmon with Whole Grain Mustard Sauce served with Rice Pilaf
\$18.95 per person
- Rosemary Roasted Pork Loin with Natural Pan Gravy served with Mashed Potatoes
\$18.95 per person
- Baked Virginia Ham with Spiced Valley Apples served with Sweet Potato Casserole
\$17.95 per person
- Portabella Mushroom Tower served with Wild Rice Blend
\$17.95 per person

Dessert

Wedding Cake
(Provided By Client)

Coffee, Hot Tea, Iced Tea

Entrees are served with your choice of Salad, Fresh Seasonal Vegetables,
Warm Rolls with Butter.
Soup is available at an additional charge.

PRICES ABOVE DO NOT INCLUDE 20% GRATUITY AND APPLICABLE SALES TAXES

WE ARE HAPPY TO PREPARE A CUSTOMIZED MENU AT YOUR REQUEST

Prices Subject to Change

Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA
Phone: 540.667.3300 • Fax: 540.722.2730
www.holidayinn.com/winchesterva



WEDDING BUFFETS

50 person minimum

Salads

Choice of One:

Fresh Field Green Salad garnished with Cucumbers and Grape Tomatoes with House Dressing
Baby Greens topped with Sliced Apples, Red Grapes, Glazed Walnuts served with Blueberry Pomegranate Dressing
Crisp Romaine tossed in Caesar Dressing with Parmesan Rounds and Toasted Croutons

Entrees

Choice of Two:

Boneless Breast of Chicken with Red Grapes and Champagne Cream Sauce
Sautéed Breast of Chicken in a Marsala Sauce with Wild Mushrooms
Oven Roasted Turkey Breast with Homemade Bread Stuffing and Pan Gravy
Tender Beef Tips Au Poivre; Pepper Crusted Beef deglazed with a Beef Brandy Cream Sauce
Roasted Beef with Red Wine Demi Glaze
Fresh Filet of Salmon, Wine Poached with an Orange Ginger Glaze
Jumbo Shrimp seasoned with White Wine, Fresh Tomatoes and Creole Seasonings
Roasted Loin of Pork with a Bleu Cheese and Mushroom Cream Sauce
Baked Virginia Ham with Spiced Apples
Four Cheese Tortellini with a Tomato Basil Cream Sauce
Lasagna; Pasta Sheets layered with Ricotta and a Tomato Basil Ragu Sauce (Vegetarian Option Available)

Carving Boards

Slow Roasted Top Round \$5.00 per person additional
Honey Glazed Baked Virginia Ham \$5.00 per person additional
Roast Turkey Breast \$5.00 per person additional
Mustard Glazed Pork Loin \$5.00 per person additional

Starch Selection

Choice of One:

Oven Roasted Red Potatoes
Rice Pilaf
Mashed Potatoes

Vegetable Selection

Choice of Two:

Fresh Vegetable Medley
Green Beans Almondine
Glazed Baby Carrots
Buttered Corn
Sautéed Seasonal Squashes

Dessert

Wedding Cake
(Provided by Client)

Coffee Hot Tea Iced Tea

Price \$22.95 per person

Carving Charge \$50.00 per Station

PRICES ABOVE DO NOT INCLUDE 20% GRATUITY AND APPLICABLE SALES TAXES

Prices Subject to Change

Holiday Inn Winchester SE Historic Gateway • 333 Front Royal Pike • Winchester, VA

Phone: 540.667.3300 • Fax: 540.722.2730

www.holidayinn.com/winchesterva

