

# Weddings Menu

AT THE SCOTTSDALE PLAZA RESORT



Kate Gallagher  
Weddings & Special Events Manager  
480.951.5144  
kateg@scottsdaleplaza.com  
www.scottsdaleplaza.com  
7200 North Scottsdale Road  
Scottsdale, AZ 85253



THE SCOTTSDALE  
**PLAZA**  
RESORT



## Hot Passed and/or Stationary Hors d'Oeuvres

Butler Pass Fee \$200 | Priced Per Dozen | Customizable Hors d'Oeuvres available upon request

<b>Potato Croquettes</b> – pimento cheese dip .....	\$82
<b>French Onion Tarts</b> – Gruyere cheese .....	\$84
<b>Vegetable Brochette</b> – balsamic reduction .....	\$80
<b>Mushroom Profiterole</b> – chive cream .....	\$80
<b>Mini Beef Wellington</b> – horseradish cream .....	\$88
<b>Thai Chicken Satay</b> – peanut sauce .....	\$95
<b>Bacon Wrapped Beef Short Rib Skewer</b> .....	\$105
<b>Braised Beef and Cheddar Arancini</b> .....	\$110
<b>Mini Chicken Pot Pie</b> .....	\$90
<b>Pork Belly Agro Dolce Skewer</b> .....	\$100
<b>Chorizo, Corn and Manchego Fritter</b> .....	\$95
<b>Firecracker Shrimp</b> – sweet chile sauce .....	\$105
<b>Coconut Shrimp</b> – mango coulis .....	\$110
<b>Mini Crab Cakes</b> – Cajun remoulade .....	\$115
<b>Lobster Cobbler</b> .....	\$115
<b>Sonoran Chicken Spring Roll</b> – avocado cream .....	\$84
<b>Bacon Wrapped Scallop Skewers</b> .....	\$105
<b>Korean Short Rib Bao</b> .....	\$95
<b>Mini Chicken and Waffle</b> – maple syrup and chile sauce .....	\$95

## Cold Passed and/or Stationary Hors d'Oeuvres

Butler Pass Fee \$200 | Priced Per Dozen

<b>Caprese Skewer</b> – aged balsamic .....	\$90
<b>Fig and Goat Cheese Crostini</b> .....	\$85
<b>Pear and Brie Crostini</b> .....	\$85
<b>Vietnamese Summer Roll</b> .....	\$88
<b>Shrimp Cocktail Pipette</b> .....	\$105
<b>Boursin Stuffed Cherry Tomato</b> .....	\$88
<b>Crab and Avocado Roll</b> .....	\$105
<b>Ahi Poke Cone</b> .....	\$100
<b>Salmon Tartar Cone</b> .....	\$105
<b>Mascarpone and Apple Compote Tart</b> .....	\$85

*Vegetarian, gluten free and vegan options available upon request*

*All menu prices are subject to change and do not include 24% service charge and 8.8% sales tax.*

*Please notify your Conference Services/Catering Manager of any specific food allergies.*

*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.*





## Hors d'Oeuvres Stations

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### Imported and Domestic Cheese Board

25 guests \$300 | 50 guests \$550 | 100 guests \$1050

Dried Fruits, Nuts, Flatbreads, Crackers

### Seasonal Vegetable Crudités and Dips

25 guests \$175 | 50 guests \$350 | 100 guests \$700

### Mediterranean Table of Plenty

25 guests \$300 | 50 guests \$550 | 100 guests \$1050

Hummus, Tzatziki, Three-Olive Tapenade, Fiery Feta Dip, Assorted Olives, Baby Cucumbers, Roasted Artichoke Bottoms, Tabouli, Grilled Seasonal Vegetables, Grilled Pita, Flatbreads, Crostini

### Antipasto Display

\$27 per guest

Assorted Cured Meats, Marinated Baby Mozzarella, Smoked Provolone, Roasted Red Peppers, Marinated Artichokes, Pickled Peppers, Olives, Sun-Dried Tomato, Radishes, Breadsticks, Baguette

### Baked Brie En Croûte

25 guests \$300

Seasonal Fruits, Berries, Nuts, Baguette

### Chips and Dips

\$12 per guest

Kettle Chips, Loaded Baked Potato Dip, French Onion Dip

### Chips and Salsa

\$10 per guest

Jalapeño Queso Dip, House Salsa

### The Grazing Table

\$27 per guest

Assorted Meats and Cheeses, Seasonal Fruits and Berries, Assorted Mustards, Chef's Selection of Spreads, Local Honey, Grilled Seasonal Vegetables, Olives, Pickles, Crostini, Crackers, Artisan Breads

*Items are provided for a maximum of 2 hours.*

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## Reception Stations & Late Night Snacks

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One Chef required for every 100 people  
Chef's fee of \$175 per hour per Chef (2-hour minimum)

### Build Your Own Ramen Bar \$48 per guest

Chef Attendant Recommended

Tonkotsu Broth, Miso Mushroom Broth  
Ramen Noodles, Shaved Wagyu Beef Sirloin, Crispy Pork Belly  
Scallions, Soy Poached Eggs, Radish, Roasted Corn, Enoki Mushrooms, Baby Tatsoi, Black Vinegar, Chile Paste

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### Chicken and Waffle Bar \$50 per guest

Chef Attendant Required

Herb and Garlic Waffle, Cornmeal Waffle, Traditional Belgian Waffle  
Crispy Chicken, Chicken Fried Steak, Tempura Shrimp, Crispy Asparagus  
Roasted Red Pepper Sauce, Southern Black Pepper Gravy, Spicy Maple Glaze, Sweet and Sour Soy

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### Hand-Pulled Mozzarella Station \$55 per guest

Chef Attendant Recommended

Pulled Mozzarella  
Toppings: Prosciutto di Parma, Finochiona, Wild Boar Salami, Eggplant Caponata, Heirloom Tomato Relish,  
Pepperonata Fig Jam, Quince Paste, Aged Balsamic, Basil Pesto, Parsley Salsa Verde, Extra Virgin Olive Oil  
Rustic Bread and Crackers

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### Slider Station \$40 per guest

Assorted Slider Buns  
Angus Beef, Carolina Pulled Pork, Black Beans, Chile Chicken  
Accompaniments: Swiss, American, Cheddar, Caramelized Onions, Bacon Jam  
Shredded Lettuce, Tomatoes, Ketchup, Garlic Aioli, Brown Mustard, Tangy Barbecue Sauce,  
Sriracha Mayonnaise House-Made Salt & Vinegar Chips

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## Reception Stations & Late Night Snacks

One Chef required for every 100 people  
Chef's fee of \$175 per hour per Chef (2-hour minimum)

### Pasta Station \$57 per guest

Chef Attendant Required

Seasonal Stuffed Pasta, House-Made Strozzapretti, Ricotta Gnocchi  
Proteins: White Wine Braised Chicken, Shrimp, Slow Cooked Beef, Spicy Italian Sausage  
Sauces: Creamy Cacio e Pepe, Tomato Sugo, Basil Pesto  
Vegetables: Sun-Dried Tomatoes, Green Onions, Peppers, Tomatoes, Broccoli Rabe, Mushrooms  
Cheese: Mozzarella, Parmesan, Caciocavallo, Gorgonzola, Ricotta

### Street Taco Cart \$41 per guest

Chef Attendant Required

Herb and 4" Corn and Flour Tortillas  
Proteins: Cochinita Pibil, Carne Asada, Pollo Asado, Shrimp Adobo  
Salsas: Chile de Arbol, Salsa Verde, Fire-Roasted Salsa, Pico de Gallo  
Toppings: Avocado Puree, Pickled Onions, Cotija Cheese, Chopped Onion and Cilantro, Crema Mexicana

### Traditional Carving Station

Chef Attendant Required

Silver Dollar Rolls

### Mesquite Fired Whole Beef Tenderloin \$55 per guest

Parsley Chimichurri, Red Wine Demi

### Charcoal Rubbed Prime Rib \$53 per guest

Horseradish Cream, Au Jus

### Bone-In Ham \$36 per guest

Agave Glaze, Hot Mustard

### Herb Roasted Turkey \$39 per guest

Giblet Gravy, Orange-Pomegranate Cranberry Sauce

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## Reception Stations & Late Night Snacks

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### Sauté Station

Choice of one \$27 per guest / Choice of two \$39 per guest / Choice of three \$52 per guest

Chef Attendant Required

### Petite Steak

Marrow Butter and Gremolata

### Mexican White Shrimp

Garlic, White Wine, Parsley and Lemon

### Natural Chicken

Grain Mustard Cream, Crispy Brussels Sprouts

### Cold Water Lobster

(additional \$12 per guest)

Cognac, Cream Potato Dumplings

### Garden Vegetables

Season's Best Vegetables, Pesto

### Rib Eye Cap

(Additional \$18 per guest)

Chimichurri, Roasted Peppers

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## Brunch

### Brunch

\$75 per guest

#### Smoked Salmon Platter

Fried Capers, Lemon, Red Onion, Heirloom Tomato, Cucumbers, Hard Boiled Egg, Toast Points, Mini Bagels, Mini Tabasco

#### Omelet Station

Chef's fee of \$175 per hour per chef (2 hour minimum)

Ham, Bacon, Onions, Mushrooms, Tomatoes, Spinach, Jalapeños, House Salsa,  
Cheddar Hickman's Family Farms Shell Eggs, Egg Whites, Egg Beaters

#### Gourmet Scrambled Hickman's Family Farms Eggs

Five-Cheese

House-Made Chorizo and Grilled Spring Onion

Boar's Head Bacon

Spinach Feta Florentine

Oven Roasted Potatoes with Caramelized Onion and Bacon

Cloverdale Sausage

#### Crunchy French Toast

Maple Syrup, Mixed Berries, Whipped Cream, Whipped Butter

#### Buttermilk Pancakes

Maple Syrup, Mixed Berries, Whipped Cream, Whipped Butter

#### Avocado Toast

Chive Cream Cheese, Toasted Sesame Seeds, Avocado, Roasted Garlic

#### Mini Acai Parfaits

Greek Yogurt, Local Honey, Low Fat Granola, Acai, Preserves, Honey, Butter

#### Assorted Breakfast Breads, Danish, Muffins

#### Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person

#### ROC<sup>2</sup> Coffee and Tea Service

Pricing of buffets based on 2 hours. Replenishment will occur only during first hour.

Buffets open over 2 hours are subject to a \$200 surcharge.

Additional fee of \$150 applies when guarantee on breakfast buffet/brunch is less than 25 guests

*Vegetarian, gluten free and vegan options available upon request*

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## Plated

### Soups & Salads

Choice of One

Seasonal Chef's Creation

Corn Chowder

SPR Tortilla Soup 

Plaza Caesar Salad 

Baby Romaine, Focaccia Crouton, Parmesan  
Sun-Dried Tomato and Olive Tapenade, Classic Dressing

Little Gem Lettuce 

Cotija Cheese, Avocado Puree, Crispy Tortilla Marinated Tomato,  
Cilantro Green Goddess

Baby Arugula 

Shaved Fennel, Valencia Orange, Feta Cheese Shaved Onions,  
Basil Emulsion

Iceberg Wedge 

Chopped Bacon, Diced Tomato, Scallions, Danish Blue Cheese  
Red Wine Vinaigrette

Heirloom Caprese 

(additional \$5 per person)

Variety of Heirloom Tomatoes, Buffalo Mozzarella, Aged Balsamic,  
Extra Virgin Olive Oil

### Entrées

\$8 per person for each additional entrée choice | Plus upcharge if applicable

Fresh Catch of the Day \$58 per guest 

Wild Mushroom Risotto Cake, Parsley and Basil Pistou, Chef's Selection of Seasonal Vegetables

Ricotta Cannelloni \$45 per guest 

Herbed Ricotta Cheese, Blistered Tuscan Kale, Creamy Alfredo and Tomato Sauce

Herb Roasted Natural Chicken \$50 per guest 

Sweet Potato Mash, Chef's Selection of Seasonal Vegetables, Honey and Apple Cider Glaze

Grilled Cauliflower "Steak" \$40 per guest 

Crimini Mushrooms, Roasted Radish, Garlic Confit, Candied Hazelnuts, Basil

Braised Beef Short Ribs \$59 per guest 

Soft Polenta, Stewed Tomatoes, Crispy Brussels Sprouts, Balsamic Reduction

Stuffed Chicken Breast \$52 per guest

Cornbread Stuffing, Boursin Whipped Potatoes, Salsa Verde, Chef's Selection of Seasonal Vegetables

Ancho Chile and Brown Sugar Rubbed Filet Mignon \$67 per guest 

Queso Anejo Enchiladas, Ancho Chile Demi, Rajas, Pickled Onions

### Dessert

Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person





## Dinner Buffets

### South of the Border

\$45 per guest

Fiesta Salad  

Chopped Romaine Lettuce, Crisp Tortilla Strips, Cheddar Cheese, Green Onion, Tomatoes, Black Olives, Cilantro Ranch Dressing

Chicken Fajitas 

Marinated Chicken Breast Char Grilled, Tomatoes, Peppers, Onions,  
Flour Tortillas, Shredded Jack and Cheddar Cheese, Guacamole, Sour Cream, House Salsa

White Beans with Poblano Chilies       Green Corn Tamales     Spanish Rice   

Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person

ROC<sup>2</sup> Coffee and Tea Service

### Italian

\$48 per guest

Caesar 

Crisp Romaine, Parmesan Cheese, Herbed Croutons, Creamy Caesar Dressing

Chicken Scaloppini

Dredged Chicken Breast, Madeira Wine Sauce, Fried Sage

Bow Tie Pasta  

with Marinara and Fresh Basil

Oven Roasted Heirloom Carrots  

Focaccia Bread

Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person

ROC<sup>2</sup> Coffee and Tea Service

*Pricing of buffets based on 2 hours. Replenishment will occur only during first hour.*

*Buffets open over 2 hours are subject to a \$200 surcharge.*

*Additional fee of \$150 applies when guarantee on buffet is less than 25 guests*

Vegetarian  Gluten Free  Vegan 

All menu prices are subject to change and do not include 24% service charge and 8.8% sales tax.

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## Dinner Buffets

### Country Style BBQ

\$50 per guest

Mixed Field Green Salad   

Tomatoes, Cucumber, Shredded Carrots, Cilantro Ranch, Herb Italian

Slow Smoked Beef Brisket 

Beer Butter Injected, Cherry Wood Smoked

Honey Chipotle BBQ Chicken 

Beer Butter Injected, Cherry Wood Smoked

Green Chili-Cheddar Cheese Scalloped Potatoes 

Beer Butter Injected, Cherry Wood Smoked

Lemon Smoked Seasonal Vegetables   

Homemade Cornbread with Honey Butter

Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person

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## Dinner Buffets

### Create Your Buffet Salads

Choice of Two

#### Sunburst Tomato and Mozzarella Salad

Balsamic Glaze, Olive Oil, Micro Basil

#### Baby Creamer Potato Salad

Dijonnaise, Caramelized Red Onions, Parsley, Chopped Bacon

#### Cilantro Slaw

Nappa Cabbage, Cilantro, Shaved Onions, Tomatoes, Charred Jalapeños, Avocado Green Goddess

#### Mixed Seasonal Greens

Cucumber, Cherry Tomatoes, Red Onions, Shaved Carrots Ranch and Honey Balsamic Vinaigrette

#### Knife and Fork Caesar

Baby Romaine, Parmesan Cheese, Sourdough Croutons, Traditional Dressing

### Entrées

choice of two \$68.00 per guest | choice of three \$77.00 per guest

#### Beef Braciolo

Stuffed with Herbs and Breadcrumbs in 24-Hour Tomato Gravy

#### Seared Salmon

Puffed Rice and Miso Butter

#### Stuffed Chicken Breast

Cornbread Stuffing and Salsa Verde

#### Piloncillo Crusted Sirloin Steak

Ancho Chile Reduction

#### Chicken en Mole Poblano

Natural Chicken with Smashed Plantains, Traditional Mole and Poblano Relish

#### Seasonal Fresh Catch

Chef's Selection of Accompaniments

### Sides

Choice of Two

Grilled Mexican Street Corn

Chef's Selection of Farm Fresh Vegetables

Baked Parmesan Polenta

Basmati Rice with Peas and Carrots

Roasted Garlic Mashed Potatoes

White Cheddar Potato Gratin

Charred Broccoli with Sweet and Spicy Glaze

Root Vegetables in Maple Glaze

Assorted Hearth Breads

### Dessert

#### Custom Wedding Cake

By Honeymoon Sweets - included in per person price

By A Bake Shop - add \$3.75 per person

#### ROC<sup>2</sup> Coffee and Tea Service

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Vegetarian Gluten Free Vegan

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## Beverages

	Cash Bar (Per Drink)	Hosted Bar (Per Drink)
Luxury Brands	\$12.00	\$11.00
Premium Brands	\$10.00	\$9.00
Call Brands	\$9.00	\$8.00
Trinity Oaks House Wine	\$6.00	\$44 per bottle
Imported Beer	\$6.50	\$6.00
Domestic Premium Beer	\$6.00	\$5.50
Domestic Beer	\$5.50	\$5.00
Non – Alcoholic Beer	\$5.50	\$5.00
Domestic Liqueurs	\$10.00	\$9.00
Imported Liqueurs	\$10.00	\$9.00
Soft Drinks	\$5.00	\$4.50
Bottled Waters	\$5.00	\$4.50
Margaritas (per gallon)		\$120.00
Flavored Margaritas (per gallon)		\$135.00
Champagne Punch (per gallon)		\$105.00
Mimosas (per gallon)		\$115.00
Non – Alcoholic Punch (per gallon)		\$65.00

*Call Brands: Smirnoff, Beefeater, Captain Morgan, Bacardi, Seagram's 7, Ballantine's, Jose Quervo, Korbel*

*Premium Brands: Ketel One, Tito's, Tangueray, Myers, Crown Royal, Dewar's, Jack Daniel's, Makers Mark, 1800 Reposado, Hennessy*

*Luxury Brands: Grey Goose, Bombay Sapphire, Glenlivet Single Malt, Johnnie Walker Black, Crown Royal Reserve, Patron Gold Anejo, Appleton Estate V/X, Gentlemen Jack, Hennessy V.S.O.P.*

### Package Bar Service

	Call Brands	Premium Brands	Luxury Brands	Beer, Wine, Soft Drinks, and Mineral Water
	<b>PACKAGE C1</b>	<b>PACKAGE P1</b>	<b>PACKAGE UP1</b>	<b>NBWP1</b>
1 Hour	\$24.00	\$26.00	\$28.00	\$23.00
	<b>PACKAGE C2</b>	<b>PACKAGE P2</b>	<b>PACKAGE UP2</b>	<b>NBWP2</b>
2 Hours	\$30.00	\$32.00	\$34.00	\$25.00
	<b>PACKAGE C3</b>	<b>PACKAGE P3</b>	<b>PACKAGE UP3</b>	<b>NBWP3</b>
3 Hours	\$36.00	\$38.00	\$40.00	\$29.00
	<b>PACKAGE C4</b>	<b>PACKAGE P4</b>	<b>PACKAGE UP4</b>	<b>NBWP4</b>
4 Hours	\$38.00	\$42.00	\$44.00	\$31.00

*We encourage safe and responsible consumption. Due to state liquor license statutes: All alcoholic beverages must be purchased through the hotel. The hotel reserves the right to serve alcoholic beverages with discretion. Most importantly, we are concerned with the well-being of our guests*

All prices are subject to change and do not include 24% service charge and 8.8% sales tax.  
 Hosted Bars – Beverages charged per drink plus service charge and state sales tax  
 Cash Bars – Beverages are sold on a cash basis and are inclusive of service charge and tax  
 Bartender Fees – \$125.00 per bartender/per hour, labor fees apply with a two-hour minimum  
 \*\*1 Bartender per 75 Guests on Hosted Bars\*\*  
 Setup Fee – \$150.00 per cash or hosted bar  
 Package Bar Pricing does not include poured dinner wine





## Wine Offerings

### Chardonnay

Trinity Oaks.....	\$44
Hess "Shirttail Creek", Monterey.....	\$45
Rutherford Ranch, Napa Valley.....	\$50
Mer Soleil Silver Unoaked, Monterey.....	\$55
Francis Ford Coppola "Director's Cut", Sonoma.....	\$55
Chalk Hill, Sonoma Coast.....	\$60
Napa Cellars, Napa Valley.....	\$60
Cakebread, Napa Valley.....	\$80

### Sauvignon Blanc

Echo Bay, New Zealand.....	\$45
Trinchero "Mary's Single Vineyard", Napa Valley.....	\$50
Cloudfall, Monterey.....	\$55
Rombauer, Napa Valley.....	\$70

### Specialty Whites

Trinity Oaks Pinot Grigio.....	\$44
Clean Slate Riesling.....	\$45
Conundrum Rosé.....	\$45
A to Z Pinot Gris, Oregon.....	\$50
Conundrum White Blend by Caymus.....	\$50

### Cabernet

Trinity Oaks.....	\$44
Francis Ford Coppola "Diamond" Clare, Sonoma.....	\$50
Charles Smith "Wine of Substance, Washington.....	\$60
B-Side, Napa Valley.....	\$60
Folie a Deux, Alexander Valley.....	\$60
BR Cohn "Silver Label", Sonoma.....	\$65
Hess Mount Veeder, Napa Valley.....	\$80

### Pinot Noir

Trinity Oaks.....	\$44
Chalk Hill, Sonoma Coast.....	\$50
A to Z Pinot Noir.....	\$55

### Specialty Reds

Trinity Oaks, Merlot.....	\$44
Doña Paula, Malbec, Argentina.....	\$50
Conundrum, Red Blend by Caymus.....	\$60
Rombauer, Zinfandel, Napa Valley.....	\$70

### Champagne & Sparkling Wine

Poema Cava Brut, Spain.....	\$45
Torresella Prosecco, Italy.....	\$50
Conundrum Blanc de Blanc.....	\$55
Domain Cameros Brut.....	\$50
Taittinger "Cuvee Prestige", Reims, France.....	\$90

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## General Information

Welcome to The Scottsdale Plaza Resort, where we take tremendous pride in serving you and your guests! We make every effort to provide all of our groups with a superior meeting experience. In order to maintain our quality standards, we ask that our groups read and adhere to the following policies:

### FOOD AND BEVERAGE PRICING

The Scottsdale Plaza Resort is the only licensee authorized to sell, serve or distribute any food and beverages on property. No food or beverages of any kind will be permitted to be brought into the Resort. The current banquet prices are indicated in our Banquet Menu Packet. Due to uncertain markets, prices are subject to change and substitutions may be necessary. Service charges and applicable sales tax will be added to all food and beverage selections.

Additional fee of \$150 applies when guarantee on breakfast and brunch is less than 25 guests

Additional fee of \$150 applies when guarantee on lunch and dinner buffet is less than 50 guests

All prices are subject to change and do not include 23% service charge and 8.8% sales tax.

### ALCOHOLIC BEVERAGES

The Arizona Department of Liquor Licenses and Control regulates the sale and service of alcoholic beverages. The Scottsdale Plaza Resort is responsible for the administration of those regulations. It is a requirement, therefore, that alcoholic beverages may not be brought into the Resort, by anyone other than Resort personnel. All beverage functions, whether in banquet space or in hospitality suites, must be arranged through the Conference Services/Catering office. All persons consuming liquor throughout Resort areas must be at least 21 years of age. The Resort reserves the right to terminate liquor service at any time if minors intending to consume alcoholic beverages are in attendance or to persons of legal drinking age who appear to be intoxicated.

### FOOD DISCLAIMER

Please notify your Conference Services/Catering Manager of any specific food allergies. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

### FUNCTION GUARANTEES

We request your final guarantee of the number of guests to be served no later than 3 business days prior to your function. Guarantees for Sunday and Monday are due by 11:00 am on Thursday. Guarantees for Tuesday are due by 11:00 am on Friday. If guarantees are not submitted by the deadlines indicated, the expected number(s) indicated on the banquet event order will become the guarantee. Once given, guarantees may not be reduced. We will prepare 5% above your guarantee number for functions of 30 guests or more. The set for all continental breakfasts, coffee breaks, boxed lunches and receptions will be the same as the guarantee. Actual charges will be based on final guarantee or actual attendance, whichever is greater

### FUNCTION ROOMS AND OUTDOOR FUNCTIONS

Function rooms are assigned by the Resort according to the guaranteed minimum number of people anticipated. Room rental fees may be applicable if group attendance falls below the estimated attendance at the time of booking. The Resort reserves the right to assign another room for function in the event the room originally designated for such function shall become unavailable or inappropriate in the Resorts sole opinion.

The Resort reserves the right to make the final decision regarding outdoor functions. The decision to move a function to an indoor location will be made by 2 pm the day of the event, based on prevailing weather conditions and the local forecast. Any client decision to keep a function outdoors that would require a move-in may incur additional fees.







## SIGNAGE

All signage and banners must be approved by the Resort. No pins, tacks or tape may be affixed to any walls, air walls, or floors in banquet rooms or public areas without the prior approval of Resort management. Any items approved must be hung by the Resort maintenance staff. Appropriate fees for this service will be assessed and posted to your master account. All signage to be posted in public areas must be of a professional quality and have your Conference Services/Catering representative's approval prior to placement. No group signage may be placed in the main lobby area of the Resort without prior approval of Resort management.

## SECURITY

The Scottsdale Plaza Resort shall not assume responsibility for damage or loss of any merchandise or articles left in the Resort at any time. As a patron, you are responsible for any damage to any part of the Resort during the period of time your attendees, employees, independent contractors, or other agents under your control or under the control of any independent contractor hired by you while on property. Our Security Department is available to make arrangements for the security of exhibits, merchandise and/or articles set up for display prior to the planned event at the designated charge per hour, per guard. Requests for additional security must be received by your Conference Services/ Catering Manager a minimum of 7 business days prior to your event.

## SCOTTSDALE PLAZA IT STAFF SERVICES

SPR IT Staff Rates – \$125.00 Per Hour/3 Hour Minimum. This is for services including, but not limited to configuring groups printers/building networks. Services provided not included in basic IT set up and services. 7 Business Day minimum required for scheduling.

## CONFERENCE MATERIALS/SHIPPING

To ensure proper handling of your conference materials, shipping labels must include the following information:

Conference Name

Conference Date

On-site Company Contact Name

### **The Resort Address is:**

The Scottsdale Plaza Resort  
7200 North Scottsdale Road  
Scottsdale, AZ 85253

To assist with retrieval of your conference materials, we suggest the on-site contact be provided with a shipping manifest of all shipped materials, their point of origin, method of shipment (FedEx, UPS) and shipping numbers or bill of lading. Due to limited storage capacity, we can only accept your shipment 5 days prior to your arrival. We must be notified in advance of large shipments.

The Resort reserves the right to charge for storage space, if required, to accommodate your materials. Please note, trucks must either have a lift gate or forklift must be rented to remove crated materials. Should forklift rental be required the appropriate charges will be posted to your master account.

Your Conference Services/Catering Manager can assist you with forklift rental. The Resort reserves the right to assess labor charges for assistance with moving, uncrating or repacking. Up to 15 boxes Complimentary; 16 or more Boxes \$2.50 each, Pallets \$100.00 each.

