



University Plaza Hotel

333 S John Q. Hammons Parkway
Springfield, MO 65806
417.864.7333
upspringfield.com



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EVENTS

[< HOME >](#)

[BREAKFAST](#) [BREAKS](#) [LUNCH](#) [DINNER](#) [RECEPTION](#) [BAR](#) [GENERAL INFO](#)

EVENTS

turnkey meetings

Thank you for discovering University Plaza Hotel and Convention Center. Conveniently located in the heart of downtown Springfield, next to the popular Downtown Entertainment District, no matter why you travel: business or pleasure, individual or with a group, our hotel is sure to inspire.

The following menus provide a sampling of our current selections. Your meeting and event manager, along with our team of highly talented culinary professionals, will be happy to customize a menu to fit your specific needs.



full day package \$28

morning break

sliced fresh seasonal fruits and mixed berries
breakfast burrito bar
breakfast breads & pastries | butter & preserves
fresh baked bagels | assorted cream cheese
assorted fruit juices
continuous beverage service | coffee, soda and iced tea

afternoon break

vegetable crudité's | hummus and ranch dip
assorted domestic cheeses
sliced fresh fruit
water service | still and sparkling
LCD package | screen, LCD projector, skirted audio
visual table and all cables and services

half day package \$17

morning break

sliced fresh seasonal fruits and mixed berries
breakfast breads & pastries | butter & preserves
fresh baked bagels | assorted cream cheese
assorted fruit juices
continuous beverage service | coffee, soda and iced tea
sound package | podium with microphone

*prices are per person, based on ½ hour of service
and a minimum of 25 guests*

*add lunch to your package and receive a
10% discount off of the listed lunch pricing.*

make it your own

Our catering specialist can coordinate with you to incorporate your brand logo into a variety of enhancements throughout the hotel and your events.

etched glass logos on the elevators or windows

lighted GOBO on entrance tile

logoed flags flying in front of hotel

custom boxed lunches

custom key cards

custom glassware

Please inquire with your convention service manager for pricing.



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BREAKFAST



[< HOME >](#)

[BREAKFAST](#) [BREAKS](#) [LUNCH](#) [DINNER](#) [RECEPTION](#) [BAR](#) [GENERAL INFO](#)
[BUFFET](#) [PLATES](#) [ENHANCEMENTS](#)



BREAKFAST

breakfast buffet

wholesome \$9

granola with skim and 2% milk
low fat yogurt
sliced fresh seasonal fruit and mixed berries
assorted muffins
orange juice and coffee service

downtown \$13

sliced fresh seasonal fruit and mixed berries
scrambled eggs
smoked bacon and sausage links
biscuits and gravy
breakfast potatoes
orange juice and coffee service

classic \$9

sliced fresh seasonal fruit and mixed berries
breakfast breads and pastries
bagels with cream cheese, preserves and butter
orange juice and coffee service





BREAKFAST

breakfast plates

the metropolitan \$13

assorted breakfast breads and pastries
fruit jams, honey and butter
farm fresh scrambled eggs
smoked bacon
breakfast potatoes
orange juice and coffee service

healthy scramble \$13

scrambled egg whites with asparagus, mushrooms,
basil, roasted tomato and chevre cheese
seasonal whole fresh fruit
assorted muffins
orange juice and coffee service

eye opener \$11

fresh scrambled eggs with chives
smoked bacon
breakfast potatoes
biscuits and gravy
orange juice and coffee service





BREAKFAST

enhancements

accompaniments

french toast \$3

buttermilk biscuits & gravy \$3

fresh whole fruit \$3

fruit yogurt \$3

sliced fresh fruit \$3

smoked salmon \$6 | capers, red onion, dill crème fraiche and rye bread

breakfast burrito bar \$6 | fluffy scrambled eggs, chorizo, diced tomatoes, chopped onions, fresh grated cheeses, jalapenos, salsa, and fresh flour tortillas

omelet station \$7 | a wide assortment of the freshest vegetables, meats and cheeses prepared to order by a member of our culinary team (max. 200 people)

cereal bar \$2 | variety of cereals, oatmeal with brown sugar, raisins, and 2% or skim milk

Enhancements may be added to any plated or buffet meal, but may not be purchased ala carte. All prices are per person.

enrichments*

assorted muffins \$24

danish \$34

yogurt & berry parfaits \$40

english muffin sandwich \$40 |

with egg, sausage patty and cheese

bagels \$24 | assorted cream cheeses

hard boiled eggs \$18

**All prices are per dozen.*



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BREAKS

[< HOME >](#)

[BREAKFAST](#) **[BREAKS](#)** [LUNCH](#) [DINNER](#) [RECEPTION](#) [BAR](#) [GENERAL INFO](#)

BREAKS

inspired breaks

afternoon delighters

chocolate dipper \$8 | premium melted chocolate, fresh strawberries, cream puffs and marshmallows, Nutter Butter cookies, Rice Krispy's treat bars

take me out to the ballgame \$9 | soft baked pretzels with mustard, nacho bar, pigs in a duvet, Cracker Jacks

healthy break \$7 | whole seasonal fruit, pretzel twists, vegetable crudité's with greek yogurt dip, assorted Kashi granola bars

the spread \$8 | olive tapenade, hummus, garlic & herbed chevre spread with assorted crackers and artisan breads

dim sum and then sum \$9 | korean beef taco, pot stickers, miniature egg rolls, asian vegetable display with a ginger and rice wine dressing

tuscan picnic \$9 | an assortment of artisan cheeses with genoa salami, pepperoni, prosciutto ham, olives, artichoke hearts, roasted red peppers, pepperoncini and cherry peppers, served with basil pesto dip, assorted crackers, and crostini

Prices are per person, based on ½ hour of service and a minimum of 20 guests. Beverages sold separately.

mid-day favorites

\$24 per dozen
individual bags Cracker Jacks
Kashi granola bars
individual bags Planters peanuts
individual bags Planters trail mix
Rice Krispie treats

\$28 per dozen
fresh baked cookies
brownies
assorted dessert bars

\$15 per pound
pretzel twists

\$18 per pound
tortilla chips and salsa
potato chips and ranch dip

\$20 per pound
Gardetto snack mix



beverages

\$35 per gallon
fresh brewed Starbucks coffee,
regular or decaffeinated

\$2.50 each
speciality hot teas
hot chocolate
assorted soft drinks
bottled water

\$3 each
sparkling water
assorted Gatorade

\$28 per gallon
lemonade
fruit punch

\$28 per gallon
iced tea

\$16 per carafe
orange juice
V-8 juice

\$15 per 1.5 gallon
fruit infused water



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LUNCH



[< HOME >](#)

[BREAKFAST BREAKS](#) [LUNCH](#) [DINNER](#) [RECEPTION BAR](#) [GENERAL INFO](#)
[COLD PLATES](#) [HOT PLATES](#) [HOT BUFFET](#) [COLD BUFFET](#)



LUNCH

chilled luncheon plates*

sandwiches & wraps

tuscan sandwich \$13 | prosciutto, hickory smoked ham, genoa salami, provolone cheese and arugula on an italian roll with sun dried tomato aioli

roasted beef \$14 | sliced roast beef, lettuce, tomatoes and cheddar cheese, served on a ciabatta roll with horseradish cream

springfield chicken salad \$14 | hand-crafted with honey and almonds, served on wheat berry bread

cabo turkey wrap \$13 | oven roasted turkey breast, pepper jack cheese with an avocado dressed vegetable slaw

½ sandwich served with garden salad \$14 |

All sandwiches and wraps include one choice of potato salad, pasta salad, coleslaw or potato chips.

salads

grilled summer vegetable salad \$14 | baby greens, bell pepper, yellow squash, zucchini, tomatoes, gorgonzola cheese, walnuts, balsamic dressing, rolls and butter

grilled chicken caesar salad \$14 | romaine leaves, grilled chicken breast, shredded parmesan cheese, tomato wedges and garlic croutons, parmesan garlic bread

boxed lunch \$16

cabo turkey wrap

smoked turkey | provolone on sliced ciabatta bread

sliced roast beef | cheddar cheese served on kaiser roll with horseradish cream

ham and swiss | wheat berry bread

All boxed lunches include: whole fruit, chips, chocolate chip cookie and bottled water or soda.

**All chilled luncheon plates served with cookie, iced tea and coffee during event service.*



LUNCH

hot luncheon plates*

salads (choose 1)

caesar | baby romaine caesar salad

garden salad | tomato, cheese, croutons and choice of dressing

spinach | bacon, diced egg and vinaigrette dressing

baby greens | strawberries and walnuts (add \$2)

boston bibb | grape tomato, shaved prosciutto and parmesan (add \$2)

entrees (choose 1)

grilled bistro steak medallions \$23 | roasted tomato and peppercorn demi-glace, yukon mashed potatoes and the season's freshest vegetables

filet of salmon \$24 | tarragon cream sauce, tomato orzo and the season's freshest vegetables

chicken picatta \$18 | seared breast of chicken, lemon caper butter sauce, wild rice pilaf and the season's freshest vegetables

roasted pork loin \$19 | black bean soffritto sauce, whipped sweet potatoes and the season's freshest vegetables

panko and peanut crusted chicken \$18 | thai peanut sauce, jasmine rice and asian inspired vegetables

upgrade your dessert (add \$3)

berry compote cheesecake
caramel pecan fudge cake
toasted almond cream cake
lemon mascarpone cake

**All hot luncheon plates served with fresh rolls, chef's choice dessert, iced tea and coffee during event service.*

LUNCH

hot lunch buffets*

southwestern grill \$22 | \$25

salads | tomato, cucumber and onion salad with a lime citronette, bean trio spiced with chili, cumin & cilantro

entrees (choose 2 or 3)

cheesy chorizo and tortilla bake

margarita marinated grilled chicken

beef fajitas | sautéed onions and peppers

pork carnitas

sides | fresh corn with lime and chili butter, refried beans

trimmings | warm flour tortillas, pico de gallo, shredded cheese and sour cream

the Q \$24 | \$27

salads | crisp green salad with assorted dressings, tortellini pasta salad, tomato, cucumber and red onion salad

entrees (choose 2 or 3)

marinated grilled breast of chicken | garlic and herb vin blanc

grilled bistro steak medallions | roasted tomato and

peppercorn demi-glace

broiled salmon | citrus-berry butter

roasted pork loin | candied onions and apples

roasted chicken thigh | rustic tomato sauce

sides | roasted yukon gold potatoes, fresh seasonal vegetables

bread | rolls and butter

midwest table \$22

salads | tossed green salad with assorted dressings, homemade slaw

entrees | fried chicken, braised brisket

sides | mashed potatoes, the season's freshest vegetables

bread | rolls and butter

bbq stand \$20

sides | savory baked beans, potato salad

entrees | sliced bbq brisket, pulled bbq pork

bread | onion rolls and kaiser buns

hammons field picnic \$18

salads | homemade cole slaw, potato salad

entrees | ball park hot dogs, grilled hamburger sliders

trimmings | lettuce, tomato, onion, ketchup, mustard, relish, cheese

side | chips

mediterranean table \$23 | \$26

salads | caesar salad, caprese salad

entrees (choose 2 or 3)

cheese tortellini | light pesto cream sauce

broiled sole | tomato and basil concasse

chicken piccata | gremolata

classic meat lasagna

grilled chicken | sun-dried tomatoes, kalamata olives, artichoke hearts and capers

sides | chef's choice starch and vegetable

bread | garlic bread sticks and butter



**All hot lunch buffets include
bake shoppe sweet table (an
assortment of cakes and pies),
iced tea and coffee during event
service. 40 person minimum.*

< HOME >

BREAKFAST BREAKS LUNCH DINNER RECEPTION BAR GENERAL INFO
COLD PLATES HOT PLATES HOT BUFFET COLD BUFFET

LUNCH

cold lunch buffets*

the sandwich board \$18

salads | fresh green salad with assorted dressings, pasta salad

hand crafted sandwiches may include:

honey almond chicken salad croissant

cabo turkey wrap

smoked turkey & provolone

sliced roast beef & cheddar

ham & swiss

tuscan sandwich

vegetable wrap

side | chips

marketplace deli \$18

salads | fresh green salad with assorted dressings, pasta salad, potato salad

deli meats | turkey, roast beef, ham and salami

sliced cheeses | provolone, swiss and cheddar cheeses

trimmings | leaf lettuce, sliced tomatoes, and pickle slices

bread | assorted bread and rolls



sweet indulgence upgrade (\$2 pp)

assortment of cakes
cheesecake
mini pastries
dessert bars

**All cold lunch buffets include
bake shoppe sweet table (an
assortment of cakes and pies),
iced tea and coffee during event
service. 20 person minimum.*

< HOME >

BREAKFAST BREAKS **LUNCH** DINNER RECEPTION BAR GENERAL INFO
COLD PLATES HOT PLATES HOT BUFFET **COLD BUFFET**



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DINNER

[< HOME >](#)

[BREAKFAST](#) [BREAKS](#) [LUNCH](#) **[DINNER](#)** [RECEPTION BAR](#) [GENERAL INFO](#)
[PLATED](#) [PLATED \(CONT.\)](#) [BUFFET](#)



DINNER

plated dinners*

salad (choose 1)

chopped romaine salad | sun dried tomatoes, shaved parmesan, and toasted herbed crouton

spinach salad | gorgonzola, tomato, and bacon

signature salad | baby greens, dried cranberries and chevre

greek salad | romaine, tomato, red onion, kalamata olives and red wine and feta cheese vinaigrette

boston bibb salad | seasonal berries, chevre, pecans, and champagne vinaigrette (add \$2)

individual plated desserts (choose 1)

carrot cake

key lime pie

triple chocolate shortcake

champagne cake

german chocolate cake

dessert upgrades plated (add \$3)

berry compote cheesecake
caramel pecan fudge cake
toasted almond cream cake
lemon mascarpone cake



**All plated dinners include a choice of 1 salad, dessert and entrée, rolls and butter, fresh brewed Starbucks coffee, iced tea and water during event service.*

DINNER

plated dinners (cont.)

chef's selected single entrées

broiled mahi mahi \$23 | baja style with crispy tortilla strips, baja slaw, cilantro lime rice

sautéed breast of chicken \$21 | lemon thyme jus, wild rice pilaf, haricot vert

grilled bistro steak medallions \$28 | mother's brewery brown ale demi-glace, roasted yukon gold potatoes, seasonal vegetables

stuffed chicken rockefeller \$24 | stuffed with spinach, bacon and onion, anisette cream sauce, wild rice pilaf, seasonal vegetables

moroccan bbq salmon \$26 | glazed salmon with lemon and garlic cous cous, seasonal vegetables

grilled filet of beef \$48 | 8 oz center cut filet, braised chard, brandy mushroom compote, sun dried tomato basil mashed potatoes, seasonal vegetables

roasted five spice pork loin \$21 | soy brined, ginger apple jus, baby bok choy and carrots, jasmine rice

napa valley chicken \$21 | grilled boneless breast with a roasted grape and mushroom wine sauce, wild rice pilaf, haricot vert

pan seared airline chicken breast \$23 | gazpacho puree, roasted garlic mashed potatoes, seasonal vegetables

chef's selected duet entrées

grilled breast of chicken & mahi-mahi \$29 | warm baja slaw, black bean and corn salsa, lime cilantro rice

grilled flat iron steak with chimichurri sauce & shrimp scampi \$32 | roasted garlic mashed potatoes, fresh vegetable medley

6oz. grilled beef tenderloin with brandy demi-glace & chicken breast chardonnay \$48 | sun dried tomato basil mashed potatoes, seasonal vegetables

grilled chicken breast & shrimp skewer \$27 | green curry sauce, asian inspired vegetables, steamed jasmine rice

bacon wrapped pork with roasted fuji apple compote & sautéed breast of chicken with bourbon pecan cream \$27 | roasted yukon potatoes, haricot vert



DINNER

dinner buffets*

american harvest buffet \$28 | \$32

salads | rustic potato salad, field greens with the freshest accompaniments, ranch and house dressing

entrées (choose 2 or 3)

braised sliced brisket | pan jus

napa valley chicken | roasted grape and mushroom wine sauce

apple wood bacon wrapped salmon | tarragon cream

sides | wild rice, seasonal vegetables

queen city buffet \$29 | \$33

salads | field greens with the freshest accompaniments, ranch and house dressing, tortellini pasta salad

entrées (choose 2 or 3)

seared chicken breast | rockefeller style topping, anisette cream sauce

braised pork shanks | rustic pan jus

grilled medallions of beef | wild mushroom sauce & gorgonzola crumbles

sides | oven roasted potatoes with garlic & herbs, seasonal vegetables

walnut street buffet \$30 | \$34

salads | tomato caprese salad, romaine, feta, olives, croutons, ranch and balsamic dressing

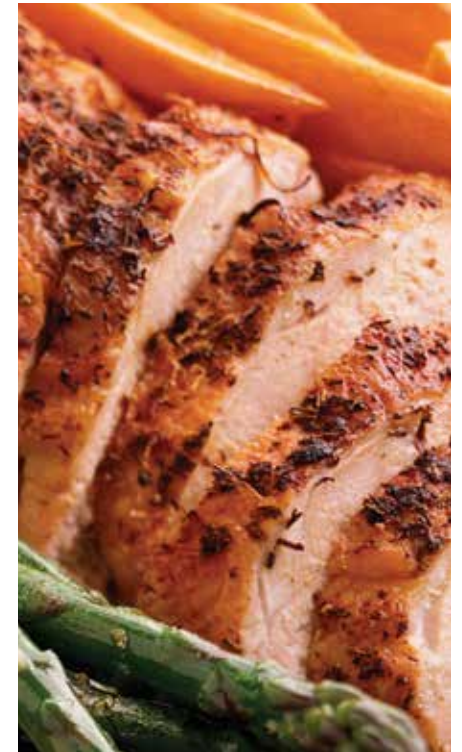
entrées (choose 2 or 3)

slow roasted new york strip loin | horseradish demi

broiled sole | tomato basil aglio

sautéed veal | over a white bean and greens cassoulet

sides | roasted garlic mashed potatoes, seasonal vegetables



**All dinner buffets include a choice of 2 or 3 entrées, rolls and butter, bake shoppe sweet table (an assortment of cakes and pies), fresh brewed Starbucks coffee, iced tea and water during event service. 40 person minimum.*



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RECEPTION



RECEPTION

packages*

welcome reception \$29

imported & domestic cheese display | grapes, berries and gourmet crackers

vegetable crudités | ranch and balsamic dressing

hot hors d'oeuvres -choose up to 4 (8 pc. per person)

parmesan breaded artichokes

meatballs in tomato basil sauce

coconut shrimp with mango coulis

chicken tenders with honey mustard dip

vegetable spring rolls with sweet and sour sauce

spinach and feta wrapped in phyllo

cashew chicken spring roll with a thai chili ginger soy dip

chimichurri steak empanadas

carving or cooking station (choose 1)

(all carving stations include chef's choice of accompaniments)

oven roast turkey breast

maple glazed ham

herb crusted round of beef

pasta station | penne, marinara, chicken, artichokes, spinach, italian sausage and vegetables

asian noodle station | chicken, shrimp, and a vast array of fresh vegetables

social gathering \$ 24

antipasto display | italian meats, cheeses, marinated and cured vegetables and french bread

vegetable crudités | ranch and balsamic dressing

cold and hot hors d'oeuvres (8 pc. per person)

belgian endive with gorgonzola spread and chopped walnut blt canapé

meatballs in tomato basil sauce

chicken tenders with honey mustard dip

worldly reception \$13 | \$24 | \$30

(choose 1-3 packages)

mediterranean sampler package

antipasto display | italian meats, cheeses, marinated and cured vegetables and french bread

hummus | pita bread

don del mar | our "gift of the sea", an assortment of seafood finished with garlic, wine, tomatoes & fresh basil

global taco wagon package* (choose 2)

(all selections are accompanied with tortilla chips, fire roasted jalapeno salsa, cinnamon dusted churros, corn and flour tortillas)

jerk chicken | mango salsa and island slaw

mahi mahi | salsa fresco, slaw and Baja dressing

banh mi pork | pickled daikon, carrot, cumber and vietnamese dressing

carne assada | black bean and corn salsa, chihuahua cheese and lettuce

pork carnitas | salsa verde and onion cilantro lime relish

happy hour package

vegetable crudités | ranch and balsamic dressing

tortilla chips | fire roasted jalapeno salsa

gourmet snack mix

angus sliders | chef's trimmings

spicy chicken wings | celery sticks and bleu cheese dip

pastry shop package

assortment of cakes, cheesecakes, brownies, cream puffs and dessert bars

hot cobbler

sliced fresh fruit with grapes and berries

coffee service



** Prices are per person, based on 90 minutes of food service. Minimum of 40 guests is required.*

< HOME >

BREAKFAST BREAKS LUNCH DINNER **RECEPTION** BAR GENERAL INFO
PACKAGES ENHANCEMENTS

RECEPTION

enhancements*

enhancement stations

fish taco station \$ 7 | grilled mahi mahi, slaw, baja dressing, salsa fresca, and corn tortillas

antipasto display \$6 | italian meats, cheeses, marinated and cured vegetables and french bread

seafood bar \$20

farm raised new zealand mussels |steamed with wine and herbs
steamed clams | garlic butter

freshest available oysters | the half shell

jumbo shrimp cocktail | accompanied with tabasco, horseradish, lemon wedges and ginger mignonette

cheese display \$3.50 | selection of imported and domestic cheeses, garnished with fresh grapes and berries, assorted gourmet crackers

fruit display \$3 | selection of seasonal fresh fruits and berries

little dipper \$5 | tri-colored tortilla chips, pretzels and potato chips, salsa, guacamole, and french onion dip

crudités \$2.50 | market display of fresh cut vegetables, ranch dip, and balsamic vinaigrette

smoked salmon platter \$150 (per side of salmon, serves 25) | smoked salmon, cream cheese, capers, diced sweet red onions, chopped egg with lemon and rye points

grilled & chilled vegetable platter \$4 | season's freshest vegetables, marinated and grilled

hors d'oeuvres

hot

meatballs in tomato basil sauce \$90
coconut shrimp with a mango coulis \$125
chimichurri steak empanada \$125
pigs in a duvet \$90
chicken tenders with honey mustard dip \$125
spicy chicken wings with bleu cheese dip \$100
spinach and feta cheese wrapped in phyllo \$125
cashew chicken spring roll \$140
angus beef sliders \$140
parmesan breaded artichokes \$100

cold

prosciutto and chevre on toasted baguette \$110
jumbo shrimp cocktail \$150
chilled mussels with a ginger mignonette \$110
blt canapé \$110
antipasto kabob \$125
assorted petite sandwiches \$110

(all hors d'oeuvres prices per 50 piece order)



Enhancements or hors d'oeuvres may be added to any meal, buffet or reception package. Prices are per person, based on 90 minutes of food service.



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BAR

[< HOME >](#)

[BREAKFAST](#) [BREAKS](#) [LUNCH](#) [DINNER](#) [RECEPTION](#) [BAR](#) [GENERAL INFO](#)

BAR

wine & spirits*

liquor selections

house select brands \$5.50

Pinnacle Vodka
New Amsterdam Gin
Cruzan Rum
Sauza Gold Tequila
Jim Beam Bourbon
J&B Scotch
Canadian Club Whiskey
E&J Gallo Brandy

premium shelf brands \$6.50

Absolut
Tanqueray
Bacardi
Jose Cuervo
Jack Daniels
Crown Royal
Dewars

wine selections

house wine (Canyon Road)

\$6.00 glass | \$23 bottle

Moscato
Chardonnay
Cabernet
Merlot

**Premium wine available upon request.*

champagne selection

Totts Brut \$24 bottle

beer selections

domestic bottled beer \$4.50

Bud, Bud Light, Bud Select
Miller Lite
Coors Light
Michelob Ultra
O'Douls

premium bottled beer \$5.50

Corona
Heineken
Sam Adams
Mother's Tow Head

domestic keg beer \$350

soft drink & water

soft drinks or bottled water \$2.50

Coke
Diet Coke
Sprite
Dr. Pepper
Diet Dr. Pepper



package bar

first hour

house | \$13

premium | \$15

each additional hour

house | \$5

premium | \$6

bartender

\$25 per hour (75 guests)



**Host bar drinks are paid by the master account and are subject to service charge and tax. Cash bar drinks are paid by the individual guests.*



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GENERAL INFO

[< HOME >](#)

[BREAKFAST](#) [BREAKS](#) [LUNCH](#) [DINNER](#) [RECEPTION](#) [BAR](#) [GENERAL INFO](#)

GENERAL INFO

event info

We are delighted with the opportunity to serve you. Please use this section to discover useful information, guidelines and timelines for your event.

meeting/convention timeline

To ensure we are communicating on a regular basis prior to your arrival:

90 days prior

Preliminary meeting program due to the hotel to ensure the meeting space & scheduled times are correct. Direct bill application is also to be submitted to hotel for credit approval.

30 days prior

Exhibitor requirements and liability forms due, including electrical, phone & internet needs. Final meeting program due, including meeting room set-ups, food, and beverage orders and audio visual needs. All individual call in and rooming list reservations are due. All VIPS, upgrades and complimentary rooms must also be assigned.

72 business hours prior

Final guarantee of attendance due, if event has more than 500 attendees, guarantee is due 5 business days prior.

service charge and tax

All banquet food and beverage, room rental, set up fees, audio visual rental and labor, destination management services and décor, etc will incur a taxable 21% service charge, CID fee, and applicable sales tax. Prices are subject to change.

audio visual

Visit with one of our nationally recognized team of audio visual professionals to offer





UNIVERSITY PLAZA HOTEL

Audio Visual Services



PROJECTION PACKAGES

Data Projector with 8' Tripod Screen	\$250.00
Data Projector with Large Screen	\$350.00
Data Projector with Large Screen and Trim Kit	\$500.00
Guest's own projector with 8' Tripod Screen, cart and power	\$135.00

LIGHTING

Up Lights on floor (priced per light)	\$30.00
Lighting for Small Stage Wash	\$200.00
Lighting Package for Large Stage	Please call
Custom Gobos –	
Please call for details about having your logo or theme illuminate the walls or floor of your event space.	

VIDEO/DATA EQUIPMENT

55" Plasma Monitor With Stand	\$150.00
DVD /CD Player	\$75.00
Video Switcher/Scan Converter	\$200.00
Data Signal Splitter/Distribution Amp	\$50.00

MISCELLANEOUS EQUIPMENT

Tripod Easel	\$15.00
Flip Chart with Markers (sticky backed/post-ed pads additional)	\$40.00
White Board with Markers	\$40.00
Wireless Internet	\$100.00
Laptop Computer	\$100.00
AV Cart	\$50.00
Password Protected Wi-Fi	\$200.00
Power (per outlet)	\$15.00
Patch fee (for house sound)	\$50.00
Drape – 14' Tall, Black (per foot)	\$6.00

AUDIO

Wired Microphone (into house sound)	\$50.00
Wireless Microphone (Handheld or Lavalier)	\$100.00
12-Channel Mixer	\$100.00
Powered Speaker With Stand	\$75.00
CD Player	\$75.00
Audio Connection to client's device	\$50.00

For consultation, please contact our on-site audio visual department at 417-522-1210. All equipment rates are shown per room per day and are subject to a 21% service charge, current sales tax and a 3.2% CID fee. On-Site Technical assistance is available at \$50.00/hour with a (4) hour minimum. Groups providing their own AV technician will require approval from hotel management prior to the event. Please ask about rigging and specialty labor.

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