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Courtyard by Marriott Port of Spain

fresh



Welcome to a Refreshing Approach to Events

Whether you're organizing a business meeting or planning a special occasion for friends and family, no hotel makes it easier or more convenient to get things done on your terms than the Courtyard by Marriott. With flexible meeting spaces, fresh and innovative catering, and state-of-the-art audio-visual services, you can count on having all of the choices and options to make the most of your event. You can also count on our dedicated staff of hospitality professionals to take care of the details from start to finish.

We have enclosed sample menus, pricing and space plans to help you get started. If you are looking for something special, please do not hesitate to ask. Our team will do everything to help you design an event that exceeds your attendees' expectations.

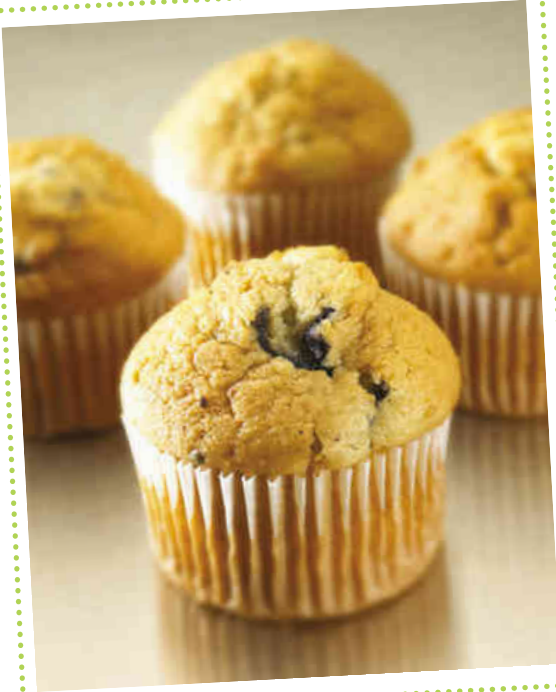
Looking forward to serving you soon,

The Courtyard Events Team

Courtyard by Marriott Port of Spain



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breakfast

Continental | \$ 14.95
 Selection of two chilled juices
 Café Britt Costa Rican coffee
 Assorted premium teas
 Seasonal fresh fruit
 Bagels, croissants
 Cold cuts and cheese platter
 Assorted Muffins

All American | \$ 15.95
 Selection of two chilled juices
 Café Britt Costa Rican coffee
 Assorted premium teas
 Freshly baked bread and rolls
 Buttermilk pancakes
 Scrambled eggs
 Breakfast potatoes
 Crisp bacon strips

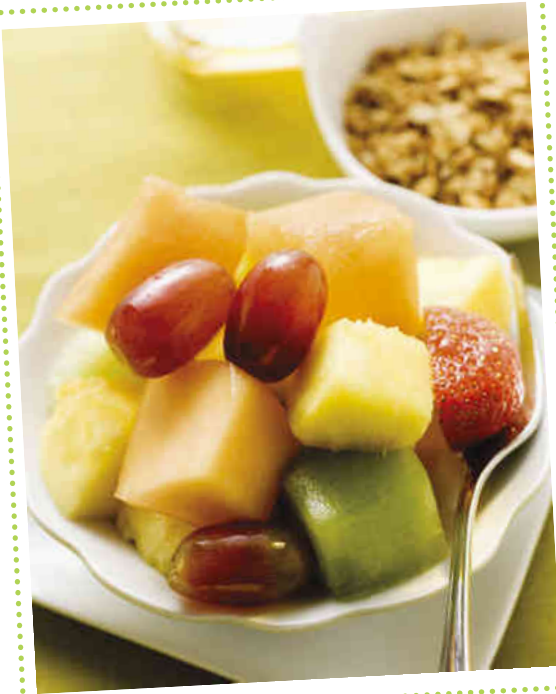
A Taste of Trinidad | \$ 16.95
 Selection of two chilled juices
 Café Britt Costa Rican coffee
 Assorted premium teas
 Coconut bake & sada roti
 Sautéed vegetables with choice of; pumpkin,
 tomato or eggplant
 Fried shark nuggets with tamarind chutney
 Banana bread



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breakfast

Deluxe Breakfast | \$16.95
Selection of two chilled juices
Café Britt Costa Rican coffee
Assorted premium teas
Freshly baked bread and rolls
Thick cut French toast
Vegetarian omelet
Salted codfish
Fried plantains

Healthy Start | \$19.95
Selection of two chilled juices
Café Britt Costa Rican coffee
Assorted premium teas
Seasonal fresh fruit
Granola yogurt parfait
Choice of cereal served with low fat or
skimmed milk
Egg whites, turkey, havarti cheese on an
English muffin



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breaks

Coffee Break Beverages | \$5.50
Café Britt Costa Rican Coffee
Assorted Premium Teas
Two chilled juices
Bottled water

Flavoured Coffees | \$3.15
Choice of hot or iced coffees include:
Cappuccino
Latte

Diet or Regular Sodas | \$1.50

Hot Chocolate | \$1.75

Assorted muffins | \$1.75
Choice of banana nut, blueberry or chocolate
chip muffins

Danish pastries | \$1.50

Mini strudel bits | \$1.50

Fresh fruit | \$2.65
Assorted fresh fruit served on a platter

Currants roll | \$1.95

Banana bread | \$1.75

Vegetable quiche | \$1.95



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breaks

Assorted bagels | \$2.75
Choice of cinnamon raisin, whole grain or plain bagels served with cream cheese and assorted jellies

Croissants | \$1.50
Choice of ham & cheese or tuna

Mini coconut bakes | \$2.75
Filled with saltfish buljol

Salsa roll-ups | \$1.95
Tortillas stuffed with cream cheese & tomato salsa

Assorted sandwiches | \$1.75
Choice of chicken, cheese or tuna

Assorted puffs | \$1.50
Choice of chicken, cheese or tuna

Mini pizzas | \$1.50
Choice of meat or vegetarian

Tomato & cheese crescent rolls | \$ 1.95

Turkey roll-ups | \$ 2.00

Ham & cheese calzones | \$2.15

Cheese scones | \$1.75



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breaks

Assorted brownies | \$1.75
Choice of chocolate or fudge nut

Assorted Cookies | \$1.35
Choice of chocolate chip, macadamian nut or
oatmeal raisin

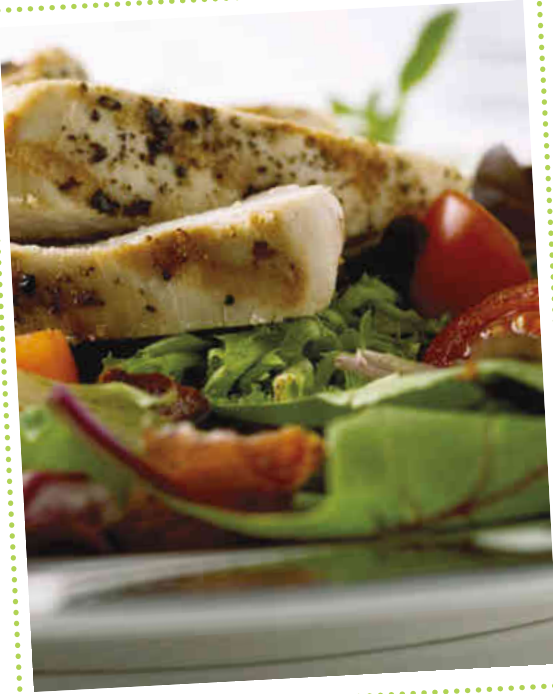
Cinnamon rolls | \$1.75



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lunch

Menu # 1 | \$27.00

SOUP

Vegetable chowder
Served with freshly baked rolls

SALAD

Shredded cabbage and diced apples tossed in
a coleslaw dressing
Traditional Caesar Salad

ENTREE

Vegetable rice pilaf
Creamed potatoes
Sauteed seasonal vegetables
Oven roasted barbeque Chicken breast
Deep fried fish fillets with a pineapple salsa

DESSERT

A selection of desserts

BEVERAGES

Choice of:
Diet & regular sodas
Chilled fruit juices



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lunch

Menu # 2 | \$ 28.00

SOUP

Cream of corn soup
Served with freshly baked rolls

SALAD

Three bean salad
Classic cobb salad

ENTRÉE

Cajun rice pilaf
Potatoes sautéed with vegetables
Parmesan topped vegetable au gratin
Grilled sirloin steaks served au jus
Fish tempura with a tamarind sauce

DESSERT

A selection of desserts

BEVERAGES

Choice of:
Diet & regular sodas
Chilled fruit juices



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lunch

Menu # 3 | \$28.00

SOUP

Vegetable Soup

Served with freshly baked rolls

APPETIZER

Fried wontons

SALAD

Asian chicken salad

ENTRÉE

Jasmine Rice with fresh chives

Singapore noodles

Ginger glazed broccoli and carrots

Stir fried beef with bell peppers

Sweet and sour fish

DESSERT

A selection of desserts

BEVERAGE

Choice of:

Diet & regular sodas

Chilled fruit juices



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lunch

Menu # 4 | \$28.00

SOUP

Cream of pumpkin soup
Served with garlic bread

SALAD

Tomato and corn salad
Greek salad

ENTRÉE

Mushroom rice
Arabic potatoes
Vegetables sautéed in garlic butter
Grilled chicken served in a port sauce
Herbed crusted fish with a roasted tomato
salsa

DESSERT

A selection of desserts

BEVERAGES

Choice of:
Diet & regular sodas
Chilled fruit juices



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lunch

Menu # 5 | \$27.00

SOUP

Callaloo soup

Served with cheesy bread rolls

SALAD

Plantain Salad

Garden salad; Romaine lettuce, tomatoes, cucumbers, carrots & olives

ENTRÉE

Spinach rice

Baked sweet potato wedges

Trini style stewed pigeon peas

Pan seared chicken with tomatoes & bell peppers

Poached fillets of fish in a curry coconut sauce

DESSERT

A selection of desserts

BEVERAGE

Choice of:

Diet & regular sodas

Chilled fruit juices



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lunch

Light Lunch | \$ 18.00

SALAD

Caesar Salad

SANDWICHES

Choice of:

Roast Turkey BLT

Vegetarian wrap

Tuna sandwich

(Sandwiches are served with assorted chips)

DESSERT

Brownies

Cookies

BEVERAGE

Choice of:

Diet & regular sodas

Chilled fruit juices



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reception

Hot Hors' d'oeuvres | \$2.65 per serving
 Beef, chicken, kebabs
 Mini crepes filled with salmon mousse
 Fish fritters
 Smoked salmon on toast points
 Crab ragoon
 Grilled lamb chops with a mint jelly
 Beef satay with a sweet and sour sauce
 Almond crusted chicken tenders
 Chicken satay with a peanut sauce
 Geera pork
 Jerk chicken wings

Cold Hors d'oeuvres | \$2.95 per serving
 Smoked salmon rillette
 Lobster mousse pastry
 Chicken salad boat
 Chicken caesar salad

Vegetarian Hors d'oeuvres | \$2.15 per serving
 Mozzarella sticks
 Mushroom tart stuffed with cheese
 Mushroom croustade

Vegan Hors d'oeuvres | \$2.25 per serving
 Vegetable kebabs
 Eggplant caviar crostini



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reception

Pasta Station | \$ 2.50 per guest

Penne pasta with a choice of marinara, pesto or alfredo sauce sautéed in olive oil with chopped tomatoes, fresh herbs and grated parmesan

Fajita Station | \$ 3.95 per guest

Marinated beef and chicken strips, stir-fried to order, served with warm soft tacos, shredded lettuce, fresh guacamole, refried beans, sour cream, jalapenos and cilantro.

Asian Stir Fry | \$3.15 per guest

Stir fried vegetables with a choice of chicken or beef, served with jasmine or vegetable rice

Chef's Carving Station

Honey Glazed Ham | USD 2.95 per guest

Roast beef | USD 6.55 per guest

Roast turkey | USD 6.65 per guest

Baked fish fillet | USD 7.95 per guest

Dessert Station | \$ 2.15 per serving

Mini Cheese Cake

Baileys Trifle

Apple and walnut crisp

Black forest cake squares



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dinner

Menu # 1 | \$32.00

Soup

Roasted pumpkin squash soup, flavored with thyme and served with poppy seed rolls.

Salad

Classic Caribbean salad bar

Entrée

Jasmine rice accented by fresh chives and pimentos

Sautéed dasheen leaves and mozzarella filled shells baked in an Italian inspired tomato ragout.

Ribbons of vegetables tossed in herbs
A casserole of chicken, mushrooms and Spanish onions

Grilled grouper fillets served in a light herb cream

Dessert

A selection of assorted desserts



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dinner

Menu # 2 | \$36.00

Soup

Brown Lentil soup with bacon bits

Salad

Kaleidoscope salad

Entrée

A classic herb seasoned vegetable rice
Slow roasted potato wedges in rosemary
butter

French cut garlic vegetables sprinkled with
toasted poppy seeds

Seared chicken breast in a tarragon and
tomato sauce

Beef stroganoff

(Cubes of beef, shallots and mushrooms
sautéed in butter and finished in a sour cream
sauce).

A breaded fillet of fish served in a spicy
pineapple salsa.

Dessert

A selection of assorted desserts



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dinner

Menu # 3 | \$40.00

Soup

Roasted tomato bisque served with herb rolls

Salad

Classic Fattoush

A middle eastern inspired salad, flavored with fresh mint and parsley.

Entrée

Vegetable rice cooked jambalaya style
Cassava pie, layered cream cheese and topped with toasted coconuts

Grilled garden vegetables in garlic butter
Pan seared French cut lamb chops served with a classic sherry enhanced jus
Stuffed chicken breast with plantain and bacon, completed with a pineapple sauce

Dessert

A selection of assorted desserts



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Non-alcoholic Bar
Shandy, Malta & LLB, Fruit Juices, Sodas,
Coconut Water

1 Hours | \$ 6.00 per guest
2 Hours | \$ 8.00 per guest
3 Hours | \$ 10.00 per guest
4 Hours | \$ 12.00 per guest

Standard Bar
Dewar's Scotch, Smirnoff Vodka,
Tanqueray Gin, Royal Oak Rum Select, Red
wine and White wine,
Shandy, Green Sands, Malta
Carib, Stag, Heinken
Coconut Water, Fruit juices
Diet and Regular Sodas

1 Hour | \$ 15.00 per guest
2 Hours | \$ 18.00 per guest
3 Hours | \$ 23.00 per guest
4 Hours | \$ 26.00 per guest



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Premium Bar
Johnny Walker Black, Absolut Vodka, Bombay
Sapphire, Angostura 1919
Jose Cuervo Gold,
Baileys Irish Cream, Hennessy
Red wine, White wine,
Shandy, Green Sands, Malta,
Carib, Stag, Heineken, Corona,
Coconut Water, Fruit Juices,
Diet and Regular Sodas

1 Hour | \$ 18.00 per guest
2 Hours | \$ 26.00 per guest
3 Hours | \$ 30.00 per guest
4 Hours | \$ 36.00 per guest



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technology

Handheld Wired Microphone | \$ 15.00

Wireless handheld or desktop | \$ 38.00

Wireless Lapel Microphone | \$ 48.00

2 Speaker Sound System | \$ 75.00

2500 Lumens LCD/DLP Projector | \$ 175.00

3000 Lumens LCD/DLP Projector | \$ 185.00

4000 Lumens LCD/DLP Projector | \$ 200.00

70" Projection Screen | \$ 38.00

96" Projection Screen | \$ 48.00

DVD/VHS Player | \$ 25.00

42 LCD | \$ 50.00

Laptop | \$ 90.00



Courtyard by Marriott Port of Spain

flawless





technology

MEETING AIDS | \$ 12.00 each

Flipchart

Laser pointer

Wireless mouse

Conference phone

DATA PROJECTION PACKAGE | \$ 200.00
2500 Lumens LCD Projector, 70" Screen, Laser
Pointer, Power strip, VGA Cable

VIDEO PROJECTION PACKAGE | \$ 225.00

CONNECTIVITY

Complimentary High Speed Internet Wireless
Internet access

LABOUR SERVICES | \$12.00 per hour

PATCH FEE - DATA PROJECTION EQUIPMENT
| \$ 15.00 per day
Screens, Projectors etc.



Courtyard by Marriott Port of Spain

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considerations

Menu selection

Selections should be submitted to the events department at least two weeks in advance. Menu prices are quoted in USD and are subject to 10% Service Charge and 15% VAT

Food and Beverage

All food must be supplied and prepared by the hotel. All food and beverage must be purchased from the hotel. In addition, no food or beverage is to be removed from the hotel.

Billing and deposits

Billing arrangements for all events must be made in accordance with hotel policies. Unless otherwise advised 100% payment must be 7 days prior to the event

Security

The hotel will not assume any responsibility for the damage or loss of any items left in the function rooms prior to or following the event.

Damage

The client will be responsible for any damage to the hotel, inside or outside, caused by them or their guests.

Décor and entertainment

The hotel will not allow any items to be attached to the walls, floors or ceilings of any function space with nails, staples, duct tape or any other substance, unless with prior approval by management

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