

THE *Fairmont*
SAN JOSE
General Information
4th Street Summit Center

Wedding Packages

A minimum guarantee of 75 guests applies for the wedding packages. Wedding packages include reception hors d'oeuvres, a two (2) course plated meal, the wedding cake, the champagne toast and a complimentary bridal suite for the night of the wedding. To add a hosted bar, wines with your meal or additional reception buffet items, see the Spirits & Wines menus and Reception Buffet Additions menus. An Ice Carving may also be added for a fee of \$200.00 each. Room set-ups include staging, dance floor, tables, chairs, linen, china, silver and votive candles.

Deposit

A non-refundable deposit equal to the greater of \$3,000.00 or 10% of the anticipated revenues is due within two (2) weeks of booking the event. **Deposit** payment methods include credit card, check, cash, cashiers check. The deposit along with the signed Tentative Letter and signed Catering Policy constitutes a definite booking.

Final Payment

Full pre-payment is due by 11:00 am, **five (5)** business days prior to the event. This payment is based on total estimated charges. **Payment methods include credit card, cash or cashiers check. Personal checks will not be accepted for final payment.**

Guarantee

Guaranteed attendance is due by 11:00 am three (3) business days prior to event. The hotel will overset the guarantee by 5% for attendance under 200 guests and 3% for attendance of 200 or more guests. If the guarantee is not provided by the designated day and time, the estimated attendance on the Banquet Event Order will apply.

Room Rental

A room rental will apply for all banquet space reserved. Rates are determined by the length of the event, the estimated attendance, day of the week and season.

Service Charge and Sales Tax

A **22%** service charge and **8.75%** sales tax will apply to all food/beverage menus. The room rental will be taxed when food or beverage service is provided in the room.

Cancellation

The deposit is non-refundable. Ask for a copy of the Catering Policy for applicable cancellation charges.

Labor Charges

Coat check attendants are available at \$50.00 per hour (5 hour minimum). Bartenders are **\$250.00** per bartender for a maximum of three hours; additional hours at \$40.00 per hour per bartender. Carvers/Chefs are **\$200.00** each for a maximum of two hours; \$35.00 each additional hour.

THE
Fairmont
SAN JOSE

General Information—Weddings

Page Two

Linen/Décor

Ivory, black, gold & white linens are available on a complimentary basis. Specialty linens and chair covers are available at an additional charge. The hotel does not provide floral decorations. The hotel's florist is Citti's Florist at 408-246-7272. **Guests may contract with the florist of their choice.**

Food & Beverages

The Fairmont Hotel is the sole provider of food and beverages except for a few authorized caterers. For Indian cuisine, a list of authorized caterers is available through the Catering Manager. Chinese Wedding menus are available. Corkage wine and liquor is prohibited. Removal of food and beverages from the hotel is prohibited. Children's meals are available upon request for ages 12 and under.

Entertainment

Guests may contract with the band, DJ or entertainment of their choice. For assistance, **you may want to** contact Innovative Entertainment at 415-552-4276. Additional electrical power drops are available for groups requiring more than 30 amps of power. Pricing for additional power commences at \$315.00 for a 100 amp service. Amplified sound must cease by 1:00 am. Smoke and fog machines are prohibited.

Guest Room Block

For a room block please contact Sales Department at 409-998-1900 x 3010. Room blocks consist of 10 or more guest rooms at a special rate. Ask the manager for printed room reservation response cards. Sent with the invitation, they provide all the information a guest requires to make a room reservation.

Smoking

In accordance with City of San Jose Non-Smoking Ordinance #24514, no smoking is allowed in banquet rooms, hallways or pre-function space. Smoking areas are available outside the hotel at the Market Street and First Street entrances.

Bridal Suite

One complimentary suite will be reserved for the evening of the wedding. Check-in time is 3:00 pm. The suite is available for one night. For additional nights, please check with our Sales Department for special rates.

Audio-Visual

Please contact Audio-Visual at 408-998-3994 for special requirements. Pinspotting of tables, colored spots for bands and DJ's, glitter balls, and top of the line **audio/visual** systems are available through PSAV.

Parking

Parking is available at the 4th Street Parking Garage for a fee. Please visit <http://www.sjdowntownparking.com> for parking charges.

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Summit Center Wedding Package I

Hors d'oeuvres

Grilled Baby California Vegetable Display with Assorted Dips

International Cheese Display with Fresh Fruit,
Gourmet Crackers and Sliced Baguettes

One Hour of Champagne Passed and Unlimited Fruit Punch

Salads

(Select One)

Baby Spinach Salad With Enoki Mushrooms and Pignolia Nuts
Bacon Vinaigrette

Fairmont's Caesar Salad with Bay Shrimp, Shaved Parmesan Cheese,
Garlic Focaccia Croutons

Chopped Boston Bibb and Iceberg Lettuces with Cucumber, Olives and Tomatoes
Feta Cheese and Basil Pesto Vinaigrette

Entrees

Herb and Garlic Grilled Breast of Chicken
Cabernet Rosemary Reduction
Oven Roasted Golden Yukon Potatoes

Dill Crusted Fillet of Pacific Salmon,
Caper Tomato Butter Sauce
Orzo Pasta

Chef's Selection of Colorful Seasonal Vegetables

Custom Designed Tiered Wedding Cake
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Teas

Champagne Toast

Complimentary Suite for One Night

\$70.00 Per Person

Ice Carving may be added for a fee of \$200.00 each

All prices are subject to a taxable 22% service charge and 8.75% state sales tax and are subject to change without notice.
02/28/13

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Summit Center Wedding Package II

Hors d'oeuvres

International Cheese Display with Fresh Fruit,
Gourmet Crackers and Sliced Baguettes

Grilled Baby California Vegetable Display with Assorted Dips

Walnut Profiteroles with Boursin Cheese
Garlic Chicken Quesadilla
Grilled Portobello Mushroom Bell Pepper Wrap
Vegetable Samosa with Coriander Chutney

One Hour of Champagne Passed and Unlimited Fruit Punch

Salads

(Select One)

Crisp Watercress and Endive Salad
With Candied Walnuts, Fuji Apples, Maytag Blue Cheese
Creamy Herb Vinaigrette

Sonoma Field Greens, Endive, Goat Cheese and Raspberries,
Tarragon Dijon Dressing

Hearts of Romaine with Marinated Artichokes
Roasted Bell Pepper and Pistachio Nuts
Basil Balsamic Vinaigrette

Entrees

Seared Breast of Chicken filled with Spinach,
Sun-Dried Tomatoes and Pine Nuts
Kalamata Olive Jus, Chive Mashed Potatoes

Oven Baked Mediterranean Sea Bass,
Sweet Onion and Tomato Relish, Braised Spinach
Cannellini Bean Ragout

Chef's Selection of Colorful Seasonal Vegetables

Custom Designed Tiered Wedding Cake
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Teas

Champagne Toast
Complimentary Suite for One Night

\$75.00 Per Person

Ice Carving may be added for a fee of \$200.00 each

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02/28/13

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Summit Center Wedding Package III

Hors d'oeuvres

Grilled Vegetable Display with Basil Pesto Aioli

Display of House Smoked Salmon and Traditional Condiments

Assorted Bruschettas

Sesame Chicken Sate with Peanut Sauce

Belgian Endive with Papaya Shrimp Salad

Spinach and Feta Cheese Filo Triangles with Dill Cucumber Yogurt

One Hour of Champagne Passed and Unlimited Fruit Punch

Salad

(Select One)

Fairmont's Caesar Salad with Bay Shrimp, Shaved Parmesan Cheese,
Garlic Focaccia Croutons

Oakleaf, Frisee and Endive with Pesto Boccacini

Plum Tomatoes and Toasted Pine Nuts

Aged Sherry Vinaigrette

Boston Bibb, Radicchio, Hearts of Palm

Orange and Basil Spiced Pumpkin Seeds

Sun-Dried Tomato Vinaigrette

Entrees

Pistachio Crusted Swordfish

Meyer Lemon Basil Butter Vinaigrette

Roasted Fingerling Potatoes

Grilled New York Steak

Merlot, Ground Peppercorn Reduction

Roasted Garlic Mashed Potatoes

Chef's Selection of Colorful Seasonal Vegetables

Custom Designed Tiered Wedding Cake

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Teas

Champagne Toast

Complimentary Suite for One Night

\$85.00 Per Person

Ice Carving may be added for a fee of \$200.00 each

All prices are subject to a taxable 22% service charge and 8.75% state sales tax and are subject to change without notice.

02/28/13