



Hilton

Washington Dulles Outside Catering Packages



Wedding Ceremony

Theatre Style Seating to Accommodate your Guests

Staging with Stairs (size to be determined)

Gift Table and Other Skirted Tables as needed from the Hotel's Inventory

Separate Holding Room to accommodate up to 20 Guests prior to the Ceremony

Two (2) Parlor Rooms to be used for Changing Rooms (not overnight accommodations)

Private Ceremony Room for 2 Hours

Silver Package

Full Set-Up of the Ballroom to include:
Round Tables of 8 to 10 Guests for Dinner
China, Glassware and Silverware for Dining Tables
Head Table or Sweetheart Table on Riser or Floor
Ivory or White, Floor-Length Linens & Napkins
Buffet Tables with Chaffing Dishes
Professional Servers to Serve Toast,
Clear Plates, Cut and Plate the Cake
and Replenish Beverage Station

Dance Floor, Stage & DJ Table(s)
2 Changing Rooms on the Day of the Event

Optional Add On:

On Consumption Beverage Package

“On Consumption” Bar with Top Shelf Brand Liquors*

Cocktails-\$12 Each

Ketel One Vodka, Beefeater Gin, Captain Morgan & Bacardi Rum,
1800 Cuervo Silver Tequila, Jack Daniels Bourbon, Johnny Walker Black Scotch,
Canadian Club Whiskey

Beers \$7 Each

Imported & Domestic Bottled Beers
Amstel Light, Corona, Corona Light, Sam Adams Craft Beer
Budweiser, Bud Light, Miller Lite, Yuengling & O'Doul's

Wines \$9 Each

Three Thieves Chardonnay, Cabernet Sauvignon, Merlot, Pinot Grigio and White Zinfandel

Mocktails \$9 Each

2 different Hilton Mocktails offered for guests who don't enjoy alcohol

Gold Package



Full Set-Up of the Ballroom to include:
Round Tables of 8 to 10 Guests for Dinner
China, Glassware and Silverware for Dining Tables
Head Table or Sweetheart Table on Riser or Floor
Ivory or White, Floor-Length Linens & Napkins
Buffet Tables with Chaffing Dishes
Professional Servers to Serve Toast,
Clear Plates, Cut and Plate the Cake
and Replenish Beverage Station
Dance Floor, Stage & DJ Table(s)

Complimentary Enhancements:

Champagne or Sparking Cider Toast before Dinner
Coffee and Tea Station
2 Changing rooms on the day of the event
Cake Cutting
Junior Suite on the night of your reception
Above and Below Ground Parking for your Guests

Beverage Package

Four (4) Hour Open Bar with Top Shelf Brand Liquors

Cocktails

Ketel One Vodka, Beefeater Gin, Captain Morgan & Bacardi Rum,
1800 Cuervo Silver Tequila, Jack Daniels Bourbon, Johnny Walker Black Scotch,
Canadian Club Whiskey

Beers

Imported & Domestic Bottled Beers
Amstel Light, Corona, Corona Light, Sam Adams Craft Beer
Budweiser, Bud Light, Miller Lite, Yuengling & O'Doul's

Wines

Chardonnay, Cabernet Sauvignon, Merlot, Pinot Grigio and White Zinfandel

Mocktails

2 different Hilton Mocktails offered for guests who don't enjoy alcohol

Non-Alcohol

Coke, Diet Coke and Sprite, Coffee, Decaf, assorted Hot Teas, Water

Special Enhancements

- Champagne Colored Chiavari Chairs-\$4.00++ per chair
- Space for Barat Ceremony \$250 inclusive
- Silver Cake Stand-\$25.00
- Gift Bag Distribution via the Front Desk-\$25.00 inclusive

++ indicates an additional 24% service charge and a 6% sales tax. A portion of the service charge is taxable

*150.00+tax bartender fee for non-alcoholic beverage package and the on-consumption package.

Outside Caterer Responsibilities

- All Outside Caterers must be licensed and bonded and are subject to Hotel approval. Group caterer must provide proof of insurance coverage acceptable to the Hotel no later than ten (10) business days before event. Group caterer must agree to defend and indemnify the Hotel from and against any loss, liability, costs or damages arising from actual or threatened claims or causes of action resulting from or related to the negligence, gross negligence or intentional misconduct of the caterer or its suppliers, officers, directors, employees or agents.
- Group must agree to sign a waiver on behalf of Group and Group attendees from any claim in any way arising out of or related to the food or service provided by Group outside caterer.
- Caterer is responsible for providing the food runners to replenish the food items. The hotel does not provide staff to cover the buffet.
- Caterer to provide the list of food items to the hotel 14 days prior to the day of the event.
- Caterer to provide food labels for all food that is provided.