

5345 Landmark Place • Greenwood Village, CO 80111 direct 720-274-6866 • fax 720-274-6801 curtisballroom.com

Curtis Ballroom

150 seated guests, 250 reception style

Private Room Information

- 60 adult minimum for all events in the ballroom
- Room reservations are definite upon receipt of your deposit(s)
 We accept Cash, Checks, Visa, MasterCard, AMEX & Discover
- Final payment for your event is due at the end of the event
- We supply basic tables, chairs, flatware, glassware and china
- Labor Charge: 21% will be added to the food and beverage total This covers the hourly
 wage of all event staff and is not a tip or gratuity for the event staff personnel, as we do
 not build gratuity into our pricing structure
- Administrative Fee: A standard industry charge that covers all pre-event consulting, coordinating, production, administrative overhead, documentation, preparation, and other event management - This charge is applied according to the space(s) you rent
- Set-up Fee: Applied to final check for all private rooms
 Curtis Ballroom \$150

 H4 \$75

 Howlett \$50

 Showroom \$225
- Sales Tax: 7.25% will be applied to all charges

Wedding Details

- Ceremony Fee: \$300 Applied to all ceremonies
- A one hour ceremony rehearsal is included with ceremony fee and is arranged depending on availability
- The Curtis Ballroom does not charge a corking or cake cutting fee

Rental Times

- Rental Time: 8 hours total
 - Set-up 2 hours Event 5 hours Clean-up 1 hour
- Rental time is inclusive of ceremony and reception (if applicable)
- Additional hours: \$400 per hour \$200 per ½ hour

Hors D' Oeuvres

\$3.50 each per person

Passed Hors D' Oeuvres

Asiago Chicken Blossom **Buffalo Chicken Meatballs** Chicken Drumettes Mini Chicken Cordon Bleu Santa Fe Chicken Egg Rolls Smoked Chicken Quesadilla Sriracha Chicken Wonton Waldorf Chicken Salad Bites Bacon Wrapped Jalapeños Mini Pork Pot Stickers Prosciutto Wrapped Asparagus Seasonal Grilled Sausage Mini Beef Wellington Steak Crostini Crab Rangoon Mini Crab Cakes

Scallops Wrapped in Bacon Shrimp Ceviche Smoked Salmon Crostini Tuna Tartare on Wonton Crisp Antipasto Skewers Brie and Raspberry in Phyllo Caprese Skewers Fried Ricotta Ravioli Guacamole Potato Skin Jalapeño Poppers **Pretzel Bites** Seasonal Gazpacho Spanakopita Stuffed Mushroom Caps Tomato Basil Soup Vegetable Quesadilla

Stationary Hors D' Oeuvres

Artisan Cheese Board
Garden Bar
Guacamole & Salsa Bar
Queso Dip
Red Pepper Hummus with Pita Chips
Warm Spinach Artichoke Dip
Tomato Bruschetta
Italian Meatballs
Shrimp Cocktail

Stations

Macaroni & Cheese

\$10 per person

Cheddar Mac & Cheese • Pepper Jack Mac & Cheese Toppings: Bacon, Chives, Tomatoes, Green Chiles, French Fried Onions Jalapeños, Crumbled Potato Chips

Mashed Potato

\$10 per person

Whipped Potatoes • Whipped Sweet Potatoes
Toppings: Candied Pecans, Mini Marshmallows, Bacon, Butter, Brown Sugar
Cheddar Cheese, Chives, Sour Cream

Turkey Carving

\$12 per person

Roasted Turkey Breast • Rolls Condiments: Cranberry Chutney, Chipotle Aioli

Ham Carving

\$12 per person

Honey OR Cinnamon Ham • Rolls Condiments: Spicy Mustard, Honey Mustard

Beef Carving

\$12 per person

Beef Tender • Rolls Condiments: Au Jus, Horseradish Cream Sauce

Street Tacos

\$14 per person

Beef Barbacoa • Shredded Chicken • Corn Tortillas Toppings: Black Bean & Corn Salsa, Salsa Verde, Cotija Cheese Avocado Crema, Chipotle Aioli, Lime Wedges

Sliders

\$14 per person

Shredded BBQ Pork • Shredded Buffalo Chicken • Slider Buns
Toppings: Bleu Cheese Crumbles, Shredded Cheddar, Dill Pickle Chips
Shredded Lettuce, Diced Tomatoes, French Fried Onions

Design Your Own Dinner Buffet

\$30 for One Entrée • \$36 for Two Entrées • \$42 for Three Entrées

Buffet includes Dinner Rolls with Butter

Choice of Plated Salad:

Arugula Salad · Caesar Salad · Kale Salad · Mixed Greens Salad · Spinach Salad · Wedge Salad

Choice of Entrée:

Blackened Chicken Penne Pasta
Bruschetta Chicken
Chicken Parmesan
Chicken Piccata
Creamy Chicken Pesto Linguine
Jamaican Jerk Chicken
Lemon Chicken
Tequila Lime Chicken
Pork Tenderloin with Bourbon Apple Chutney
Pork Tenderloin with Sun-dried Tomato Jam
Beef Tender with Demi-Glace
Steak with Bleu Cheese Butter

Steak au Poivre
Steak with Chimichurri Sauce
Steak with Garlic Herb Butter
Lemon Caper Salmon
Mahi Mahi with Strawberry Salsa
Mahi Mahi with Sun-dried Tomato Pesto
Salmon with Citrus Beurre Blanc
Salmon with Mango Salsa
Soy Ginger Salmon
Spicy Shrimp Penne alla Vodka
Wild Mushroom Ravioli

Choice of Starch:

(Choose One)

Cheddar Mac & Cheese
Cilantro Lime Rice
Coconut Jasmine Rice
Garlic Herb Pearl Cous Cous
Garlic Whipped Potatoes

Loaded Whipped Potatoes Marbled Whipped Potatoes Parmesan Risotto Parmesan Spinach Quinoa Pepper Jack Mac & Cheese Roasted Red Potatoes Roasted Sweet Potatoes Scalloped Potatoes Wild Rice Pilaf

Choice of Vegetable:

(Choose One)

Balsamic Glazed Carrots Elote Corn Salad Garlic Broccolini Crispy Brussels Sprouts Green Bean Amandine Grilled Parmesan Asparagus Grilled Vegetables Tomato Zucchini Gratin Vegetable Stir Fry

Design Your Own Plated Dinner

\$40 One Plated Entrée · \$45 Two Plated Entrées

Buffet includes Dinner Rolls with Butter

Choice of Salad:

Arugula Salad · Caesar Salad · Kale Salad · Mixed Greens Salad · Spinach Salad · Wedge Salad

Choice of Entrée:

Bruschetta Chicken
Chicken Parmesan
Chicken Piccata
Jamaican Jerk Chicken
Lemon Chicken
Tequila Lime Chicken
Pork Tenderloin with Bourbon Apple Chutney
Pork Tenderloin with Sun-dried Tomato Jam
Beef Tender with Demi-Glace
Steak with Bleu Cheese Butter
Steak au Poivre

Steak with Chimichurri Sauce
Steak with Garlic Herb Butter
Lemon Caper Salmon
Mahi Mahi with Strawberry Salsa
Mahi Mahi with Sun-dried Tomato Pesto
Salmon en Croute
Salmon with Citrus Beurre Blanc
Salmon with Mango Salsa
Soy Ginger Salmon
Wild Mushroom Ravioli

Choice of Starch:

(Choose One)

Cheddar Mac & Cheese
Cilantro Lime Rice
Coconut Jasmine Rice
Garlic Herb Pearl Cous Cous
Garlic Whipped Potatoes

Loaded Whipped Potatoes
Marbled Whipped Potatoes
Parmesan Risotto
Parmesan Spinach Quinoa
Pepper Jack Mac & Cheese

Roasted Red Potatoes Roasted Sweet Potatoes Scalloped Potatoes Wild Rice Pilaf

Choice of Vegetable:

(Choose One)

Balsamic Glazed Carrots Crispy Brussels Sprouts Elote Corn Salad Garlic Broccolini
Green Bean Amandine
Grilled Parmesan Asparagus

Grilled Vegetables Tomato Zucchini Gratin Vegetable Stir Fry

Optional Dessert Stations:

Additional \$4 per person

Make-Your-Own S'mores Station:

Graham Crackers • Marshmallows Assorted Ghirardelli Chocolate Squares • Hershey Chocolate Squares

Make-Your-Own Ice Cream Sundae Station:

Chocolate Ice Cream • Vanilla Ice Cream
Chocolate Sauce • Caramel Sauce • Butterscotch Sauce
Whipped Cream • Cherries • Bananas • Strawberries • Crushed Oreos
Chopped Nuts • Sprinkles

Float Station:

(Choice of Four Beverages)

Vanilla Ice Cream • Chocolate Ice Cream

Root Beer • Cream Soda • Coke • Orange Soda

Adults Only:

(Offered with Hosted Bar Only)

Guinness • Alcoholic Root Beer • Blue Moon • Vanilla Vodka

Kids Menu Options

(12 & under) \$15 per child

Choice of Four Items:

Chicken Fingers

Tater Tots

Fruit Salad

Macaroni and Cheese Wedges

Macaroni and Cheese

Spaghetti and Meatballs

Buttered Parmesan Penne

Grilled Chicken Strips

Mini Beef Corndogs

Cheese Ravioli with Marinara Sauce

Carrots and Ranch Dressing

^{*} Children (12 & under) may eat from adult buffet for \$15 per child in lieu of kids menu *

Bar Packages

Hosted Bar

Hosted Bar Packages includes Non-Alcoholic Beverages (excluding Coffee)

Emcee

5 Hours • \$21pp 4 Hours • \$18pp 3 Hours • \$15pp 2 Hours • \$12pp Ticket • \$7ea

Wines: District 7

Sauv. Blanc **Woodbridge by Robert Mondovi** Pinot Grigio

Pinot Grigio Chardonnay Pinot Noir Cabernet Sauvianon

Bottled Beer*:

Budweiser
Bud Light
Cirtradelic
Coors Banquet
Coors Light
Corona
Fat Tire
Guinness
Michelob Ultra
Miller Lite
O'Douls
Shock Top
Stella Artois
Strongbow Cider
Voodoo Ranger

Opener

5 Hours • \$29pp 4 Hours • \$25pp 3 Hours • \$21pp 2 Hours • \$17pp Ticket • \$8ea

Spirits:

Absolut
Tanqueray
Jim Beam
Jack Daniels
Dewar's
Bacardi Light
Captain Morgan
Exotico Blanco

Wines:

District 7Sauv. Blanc

Woodbridge by Robert Mondovi

Pinot Grigio Chardonnay Pinot Noir Cabernet Sauvignon

*Includes All Bottled Beer

Headliner

5 Hours • \$34pp 4 Hours • \$30pp 3 Hours • \$26pp 2 Hours • \$22pp Ticket • \$12ea

Spirits:

Tito's
Grey Goose
Ketel One
Bombay Sapphire
Hendricks
Crown Royal
Maker's Mark
Breckenridge
Glenlivet
MacCallan 12
Espolon Blanco
Espolon Repasado
Patron

Wines:

Kim Crawford — Sauvignon Blanc Kung Fu Girl Riesling Benvolio — Pinot Grigio La Crema — Chardonnay La Crema — Pinot Noir Velvet Devil — Merlot Hahn Cab Kim Crawford — Rosé

*Includes All Bottled Beer

Cash Bar*

Guests pay for their own beverages - We accept Cash or Credit Cards

\$6 Bottled Beer • \$7 House Wine • \$8 Well • \$9 Premiums \$11 Well Doubles/Martinis • \$13 Premium Wines • \$14 Premium Doubles/Martinis \$4 Red Bull

*When NOT combined with Hosted Bar Package:

Non-Alcoholic Beverages not included ° Bartender Fee will apply
One Bartender: \$25 per hour
(One Bartender per 60 Guests)

Non-Alcoholic Beverages

Non-Alcoholic Beverage Package

Included with Hosted Bar Package – \$2 per person without

Coke · Diet Coke · Sprite · Ginger Ale · Lemonade · Iced Tea · Orange Juice · Cranberry Juice
Tonic Water · Club Soda

Excludes Coffee

Standard Coffee Station

\$2.50 per person

Regular Coffee, Decaf Coffee, Hot Tea Service Flavored Creamers • Sweeteners

Gourmet Beverage Stations

Gourmet Coffee Station

\$5 per person

Regular Coffee • Decaf Coffee • Hot Tea

Assorted Syrups • Sweeteners • Flavored Creamers • Whipped Cream • Crushed Peppermint

Chocolate Sprinkles • Biscotti

Hot Chocolate and Apple Cider Station

\$4 per person

Hot Chocolate • Apple Cider • Crushed Peppermint • Mini Marshmallows Cinnamon Sticks • Chocolate Sprinkles • Whipped Cream

Water Station is Always Complimentary

Audio & Visual

Curtis Ballroom Screen \$50

Portable Screen \$25

LCD Projector \$100

Sound Cord \$30

Bar Television \$50

Bar Television with Antenna \$75

Audio / Visual Technician \$75/hour

DVD Player \$25

Curtis iPod Hookup \$25

Ethernet Cord \$10

Custom Snapchat Filter \$100

Microphones:

Lavalier - \$75 · Wireless - \$50 · Wired - \$25

Wi-Fi - Complimentary