

# HILTON MEETINGS



Travel should take you places™

Breakfast

Breaks

Lunch

General Info

## WELCOME BREAKS

### Welcome Break One

Banana bread  
Cranberry bread  
Chocolate yogurt bread  
Cran-apple juice

\$9.95 per person

### Welcome Break Two

Lemon pound cake  
Mini croissants with preserves  
Yogurt parfait with fresh fruit  
Grapefruit shots

\$9.95 per person

### Welcome Break Three

Mini cinnamon danish  
Mini muffins  
Frozen grapes  
Freshly squeezed orange  
juice shots

\$9.95 per person

### Welcome Break Four

Blueberry mini muffins  
Blueberry and oat squares  
Blueberry and cranberry bread  
Blueberry extract shots

\$9.95 per person



*Tax and service charge  
not included. Prices  
subject to change with-  
out notice. Actual  
presentation of menu  
items may vary from  
photos.*

# MID-MORNING BREAKS

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## Mid-Morning Break One

- Almond croissant
- Pecan crunch bars
- Mini chocolate chip cookies
- Chocolate shots

\$12.95 per person

## Mid-Morning Break Two

- Blueberry scones
- Assorted berries
- Mini cheese danish
- Ice coffee shots

\$13.50 per person

## Mid-Morning Break Three

- Banana bread
- Maple Danish
- Sliced melon
- Blueberry concentrate shots

\$11.95 per person



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# MID-AFTERNOON BREAKS

## Mid-Afternoon Break One

- Cheese & Crackers
- Mini apple pie
- Mini fruit salad
- Strawberry milkshake shots

\$12.95 per person

## Mid-Afternoon Break Two

- Vegetable & all-dressed pizza fingers
- Chocolate dipped pretzels
- Red bull shots rock star

\$14.95 per person



## Mid-Afternoon Break Three

- Individual coupes of yogurt & granola
- Fresh Vegetables and dips
- Iced tea shots

\$12.95 per person

## Mid-Afternoon Break Four

- Chocolate brownies
- Chocolate chip cookies
- Chocolate bars
- Chocolate milkshake shots

\$12.95 per person



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# WORKING LUNCH

## Working Lunch One

- Mini caesar with shrimp skewer
- Potato and leek shots
- Micro green salad
- Bacon twist straws



- Goat cheese and pesto penne
- Seared haddock with
- Lemon pepper vinaigrette
- Mediterranean sliced chicken with orzo



- Chocolate éclair
- Hot chocolate shots
- Dipped fresh fruit in white chocolate

\$20.95 per person

## Working Lunch Two

- Couscous and raisin salad
- Gazpacho shots
- Bib salad greens
- Raclette crisps



- Chana masala
- Grilled shrimp skewers
- Beef shish kebab



- Demi tasse crème brule
- Melon balls with mint
- Chilled espresso shot

\$21.95 per person

## Working Lunch Three

- Marinated greek vegetables
- Baby spinach
- Pesto crustini
- Borsht



- Grilled marinated vegetables
- Pork souvlaki
- Smoke salmon lollypop



- Baklava
- Candied oranges
- Energy shot

\$18.95 per person



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# SANDWICH LUNCH

## Sandwich Lunch One

Fresh tomato and basil soup  
 Mesclun green salad with blue cheese

Couscous and raisin salad

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Smoked salmon with dill cream cheese on mini bagels

Roast beef with aged cheddar and caramelized onion on multigrain roll

California chicken sandwich on focaccia

Eggplant tomato and swiss in a pita

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Melon balls with mint  
 Chocolate fantasy cake

**\$18.95 per person**

## Sandwich Lunch Three

Roasted squash and maple soup

Baby spinach salad

Marinated greek vegetable salad

■ ■ ■ ■

Open faced lobster salad on croissant

Sliced beef tenderloin with Wasabi cream on multigrain

Smoked turkey with cranberry and orange compote herb bread

Ratatouille in a pita

Club sandwich stack

■ ■ ■ ■

Fresh berries  
 Lemon curd Tart

**\$22.95 per person**

## Sandwich Lunch Two

Cheddar and broccoli soup

Caesar salad

Tabouleh salad

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Open faced baby shrimp on croissant

Open faced sliced egg with cilantro on whole grain

Roasted vegetables panini fingers

Smoked pork and apple on molasses bread

Sirloin beef with oven roasted cherry tomatoes on baguette

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Sliced fresh fruit  
 Individual cherry cheese cake

**\$20.95 per person**



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### Healthy Lunch

Mesclun greens  
White asparagus  
Grilled vegetables



Poached salmon  
Sun dried plantain  
Five grain rice pilaf



Blueberry compote  
85% cocoa pieces  
Fuze energy shots

**\$17.95 per person**

### Vegetarian Lunch

Mulligatawny soup  
Marinated Greek vegetables  
Couscous and raisin salad



Vegetable brochettes  
Chana masala  
Five grain rice pilaf



Melon balls and mint  
Chocolate dipped strawberries  
Chocolate shot

**\$16.95 per person**



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## GENERAL INFORMATION

Welcome to the **Hilton Meetings** product, designed to address the specific needs of the small-to-medium sized meetings market. Hilton meetings delivers tools and personal service to help launch your success. Environmentally friendly, high-tech facilities with enhanced food and beverage service and online event planning tools, delivering production, successful, hassle-free meetings every time. With state-of-the-art technology, dedicated service and mouth-watering menu options.

Add conservation to your meeting agenda. Team up with Hilton to help make a difference. By taking steps to conserve energy, you can have an impact on the environment. It's the simple things like Hilton's efforts to reduce, reuse and recycle that make travel a natural place to conserve.



### Boardrooms

provide business guests a formal, elegant and sophisticated environment for conducting executive meetings. These rooms offer high quality furnishing fused with advanced technology.

### Multi-purpose rooms

provide flexibility in room set-up to accommodate formal and informal meetings and events, facilitate interaction and participation, and ensure delegates are "plugged-in" and able to stay refreshed.



Basic key features of Hilton Meetings rooms include:

- Hard surface tables with built-in power and data points lets participants stay connected
- Hilton Meetings Service Connect System brings our skilled service team at the touch of a button
- High-speed Internet Access
- Credenza with laptop safe and refrigerator stocked with beverages
- 3M™ Digital Easel electronically records flipchart notes so that you don't have to
- Hilton Meetings stationery printed on recycled paper with vegetable-based ink
- Bowl of fresh, whole fruit bowl provides participants with a healthy snack option
- Recycling bins and pens and coasters made from recycled materials help make the world a little greener
- Radio-controlled clocks ensure the meeting is always on time
- Complimentary bottled water on work tables
- Individual chocolates and mints at each setting

Flexible, innovative dining options keep participants alert and energized throughout the day!

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Overlooking historic Saint John Harbour, the Hilton Saint John and Saint John Trade and Convention Centre form an integral part of the city's Inside Connection. This indoor pedway system conveniently joins our facilities with the NB Museum, Harbour Station, Canada Games Aquatic Centre, City Hall, Brunswick Square and the Old City Market.

Our International experience, professional staff and variety of well appointed function rooms make us the excellent choice for your hospitality needs. We hope the following information will help you plan a successful event.

Bookings are only confirmed when contract is signed and deposit is received, based on \$8.00 per person and 50% of the estimated balance is due one month prior to event. Cancellation charges will be levied if we are unable to re-book the space. Guarantee and full payment is due 2 days prior to event, unless billing has been arranged through our Accounting Department. The Group Services Department must be notified of the number of meals required 48 hours prior to the function. Guarantees for Sundays, Mondays and Tuesdays must be given before noon on the previous Friday. Full payment is due prior to the event. Our food preparation is geared to the guarantee and if the number of guests exceeds this guarantee, every effort will be made to serve the additional meals, however a menu substitution may be necessary. Our event order form will be prepared for your function by our meeting coordinator. This form will outline all items discussed, such as: Menus, prices, times, room set-up, audio/ visual, linen, lobby board postings and other requirements. This event order must be reviewed, changes made if necessary, signed and returned.



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**Menu Selection** Menu selection should be finalized with the Group Services Department not later than one month prior to the event. Please advise of any allergies or special dietary requests within 30 days prior to event. Our staff would be pleased to assist you in planning a menu to suit your special requirements. Our banquet menu is designed with flexibilities so that any substitutions or exchanges are possible. Cost may fluctuate to reflect these changes.

**Menu Prices** All quotations are in Canadian currency. Prices are current and subject to change on reservations beyond three months. All food & beverage prices are net and do not include the 13% Harmonized Sales Tax or the 15% service charge. If the beverage consumption is less than \$300.00 per cash bar, a \$75.00 charge will apply. A \$1.00 per cover surcharge will apply for all meals served on a paid public holiday. Outside alcoholic beverages provided by clients are not permitted in our licensed facilities as stated by the Province of New Brunswick Liquor Licensing Laws.

**Room Rental** Function rooms are assigned in accordance with your estimate of the number of persons anticipated. Should your final guarantee decrease or increase, we reserve the right to change rooms with notification to the meeting planner. These rooms are booked according to the hours requested by the meeting planner. If the room is required on a 24 hour basis, the room rental will increase. Changes in room set up, from the event order or floor plan once the room has been set up, will be subject to labour charge of \$20.00/hour per staff member.

**Exclusivity** Hilton Saint John is the exclusive provider of all food & beverage items with the exception of wedding and birthday cakes for the Saint John Trade and Convention Centre and is the only licensed authority to sell wines, beer, liquor and other beverages on the premises. Provincial Liquor Laws will not permit any sale of alcoholic beverages after 2:00 am. All entertainment should cease at that time in order to clear function rooms by 2:30 am.

**Storage of Equipment/Liability:** Due to limited storage facilities within Hotel, the Hotel is unable to store display materials or show merchandise. Handling charges may be incurred based upon size, weight and storage of conference materials. The Hotel is not liable for safety and security of stored items. Please note that storage of materials can be arranged up to a maximum of 48 hours prior to the Group event, based on space availability. Materials shipped more than 48 hours in advance will not be accepted.

### Audio/Visual Equipment

Audio / Visual equipment is provided by Presentation Services Audio Visual (PSAV). PSAV is the official on site a/v suppliers to the Hilton Saint John / Trade & Convention Centre. Their inventory and technicians are on the premises and as such they can be contacted directly for all your audio / visual needs. Presentation Services provides in-house audiovisual at more luxury hotels, resorts and conference centers than any other company in the world. The people at PSAV are dedicated to the kind of excellence in customer service that is trademark to the hospitality industry.

Audio Visual billing will be included with the Hilton invoice.

For more information or rental rates please contact:

Mike Belliveau

PH 506-657-3044

FX 506-657-3184

Email: [mbelliveau@ps-av.ca](mailto:mbelliveau@ps-av.ca)

On line portfolio: <http://www3.avservicescorp.com/onsite/hiltonsaintjohn>

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Hilton Saint John 506-693-1327 [www.hiltonsaintjohn.com](http://www.hiltonsaintjohn.com)

# Hilton Saint John Saint John Trade & Convention Center

One Market Square  
Saint John NB, Canada  
E2L 4Z6

Phone: 506-693-1327

Fax: 506-657-6610

Website: [www.hiltonsaintjohn.com](http://www.hiltonsaintjohn.com)

Email: [stjhi\\_ds@hilton.com](mailto:stjhi_ds@hilton.com)



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