



HOTEL
PROVIDENCE

CATERING MENU

139 MATHEWSON STREET
PROVIDENCE, RHODE ISLAND
WWW.HOTELPROVIDENCE.COM
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Welcome to Rhode Island's premier boutique hotel!

Hotel Providence is the only Four Diamond luxury boutique hotel in Providence. We are passionate individuals who are proud to stand out from the crowd. Our personality comes through in all we offer our guests: European flair, New England charm, and a touch of quirkiness. Our spaces are filled with historic character, and our team is passionate about offering personalized service. Our culture reflects our love of the arts, and is at the heart of everything that we do.

We have planned for your every comfort, with amenities such as complimentary internet, valet parking, a full service restaurant and bar, fitness studio, and classically designed guest rooms.

Welcome to Hotel Providence. Founded on Passion.



Matt Chauvin
General Manager



Greg Nawrocki
Director of Sales & Marketing



Kate Heemsoth
Catering Sales Manager



Alisha Diaz
Front Office Manager



Emily Archer
Food & Beverage Manager



Joseph Zacovic
Executive Chef

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CONTINENTAL BREAKFASTS

SIMPLE CONTINENTAL | \$15.00

- Sliced Seasonal Fruit & Berries
- Assorted Yogurts & Granola
- Assorted Danish, Muffins, & Croissants
- Chilled Fruit Juice Assortment
- Freshly Brewed Coffee & Tea

EXECUTIVE CONTINENTAL | \$19.00

- Sliced Seasonal Fruit & Berries
- Assorted Yogurts & Granola
- Assorted Danish, Muffins, & Croissants
- Assorted Bagels & Cream Cheese
- Chilled Fruit Juice Assortment
- Freshly Brewed Coffee & Tea

DELUXE CONTINENTAL | \$21.00

- Sliced Seasonal Fruit & Berries
- Assorted Yogurts & Granola
- Assorted Danish, Muffins, & Croissants
- Assorted Bagels & Cream Cheese
- Smoked Salmon with Red Onion, Cucumbers, Capers, and Tomatoes
- Chilled Fruit Juice Assortment

ENHANCEMENTS | \$5.00 EACH

- Scrambled Eggs
- Applewood Smoked Bacon
- Turkey Bacon
- Traditional Breakfast Sausage
- Turkey Sausage
- Vegan Sausage
- Home Fries
- Cornflake Crusted French Toast
- Buttermilk Pancakes
- Belgian Waffles
- Honey Cured Ham
- Warm Oatmeal with Brown Sugar
- House Made Chorizo Hash
- KNEAD Doughnuts

GRAB & GO | \$9.00

(Packaged To-Go)

- Danish
- Whole Fruit
- Granola Bar
- Bottled Water

HOT BREAKFASTS

HOT BREAKFAST BUFFET | \$24.00*

- Sliced Seasonal Fruit & Berries
- Assorted Yogurts & Granola
- Assorted Danish, Muffins, & Croissants
- Fluffy Scrambled Eggs
- Applewood Smoked Bacon
- Breakfast Sausage
- Home Fries
- Belgian Waffles
- Chilled Fruit Juice Assortment
- Freshly Brewed Coffee & Tea

BRUNCH BUFFET | \$35.00*

All inclusions of the Hot Breakfast Buffet, plus:

- Dinner Rolls & Butter
- Mixed Greens Salad
- Seasonal Vegetable Medley
- New England Style Cod
- Grilled Chicken *with lemon, thyme, & rosemary*

BUFFET ENHANCEMENTS

BAGEL-WICH or EGG WRAP | \$6.00

Fried Egg, Bacon, & American Cheese

TOFU-SCRAMBLE | \$6.00 (Vegan)

Extra soft Tofu, Spinach, Tomato, Onion, and Roasted Bell Peppers

SMOKED SALMON | \$6.00

Served with Sliced Bagels, Cream Cheese, Capers, Red Onions, Chives, and Arugula

OMELET STATION | \$8.00*

Chef Attended, with Eggs, Egg Whites, and Assorted Accoutrements

CARVED GLAZED HONEY HAM | \$9.00*

Chef Attended, with Bourbon Mustard & Pineapple Raisin Glaze

KNEAD DOUGHNUTS | \$5.00

Assorted gourmet donuts from KNEAD Doughnuts

*20 Person Minimum Order. Should your count fall below 20, an additional fee will apply.

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.

All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

BREAKS

All Breaks include Freshly Brewed Coffee & Tea

CRUNCH BREAK | \$10.00

- Pretzels, Trail Mix, Salted Nuts
- Assorted Whole Fruit
- Granola Bars (GF Available)
- Assorted Soft Drinks

POWER HOUR | \$11.00

- Assorted Whole Fruit
- Assorted Granola Bars
- Trail Mix
- Powerade & Assorted Soft Drinks

SIESTA | \$11.00

- Corn Chips & House Made Kettle Chips
- Fresh Pico de Gallo
- Chipotle Aioli
- Fresh Guacamole
- Assorted Soft Drinks

SCHOOL DAYS | \$12.00

- Assorted Candy Bars
- Assorted Fresh Baked Cookies
- Fresh Baked Brownies
- Assorted Soft Drinks

BALLGAME BREAK | \$13.00

- Bavarian Soft Pretzels
- Served with Whole Grain Bourbon Mustard and local Beer Cheese Fondue*
- Pigs in a Blanket
 - Peanuts & Cracker Jacks
 - Assorted Soft Drinks

JUMP START | \$11.00

- Fresh Fruit Kabobs
- Yogurt Dipping Sauce
- Assorted Granola Bars
- Assorted Juices

HEALTHY BREAK | \$11.00

- Assorted Whole Fruit
- Vegetable Cruité, with Onion Dip
- Salted Mixed Nuts
- Bottled Water

LEMONADE STAND | \$11.00

- Lemon Bars
- Lemon Poppyseed Muffins
- Cranberry Orange Scones
- Classic Lemonade
- Strawberry Lemonade
- Mango Lemonade

FROST BITE | \$12.00

- Ice Cream Sandwiches
- Individual Italian Ices
- Frozen Fruit Pops
- Assorted Soft Drinks

BUILD-YOUR-OWN TRAIL MIX | \$13.00

- Assorted Nuts
- Chocolate Candies
- Dried Fruit
- Assorted Soft Drinks

MILK & COOKIES | \$15.00

- Assorted Fresh Baked Cookies
- Assorted Dessert Bars
- Fresh Baked Brownies
- Whole Milk, Chocolate Milk, & Strawberry Milk

ALL DAY BEVERAGE SERVICE AVAILABLE

Freshly Brewed Coffee & Tea, Water | \$9.00

Freshly Brewed Coffee & Tea, Bottled Water, Assorted Soft Drinks | \$14.00

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.
All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

PLATED LUNCH SELECTIONS

All plated lunch selections include a choice of soup OR salad, one entrée, two sides, and one dessert.

Coffee and Tea service is included.

For offerings of more than one entrée, final counts must be provided to the catering office at least seven (7) days in advance of event.

SOUP SELECTIONS

Tomato Bisque
New England Clam Chowder
Shrimp & Corn Chowder
Seasonal Soup

SALAD SELECTIONS

Mixed Greens Salad
Classic Caesar Salad
Spinach Salad
Seasonal Salad

ENTRÉE SELECTIONS

Mushroom Filled Ravioli | \$22.00
Butternut Squash Filled Ravioli | \$22.00
Seasonal Ravioli | \$22.00
Eggplant Rollatini | \$26.00
Grilled Chicken Breast | \$25.00
marinated with lemon, garlic, and herbs
Spinach & Ricotta Stuffed Chicken Breast | \$26.00
Hoisin Glazed Salmon | \$28.00
New England Style Codfish | \$27.00
Tenderloin of Beef | \$29.00
Braised Beef Short Ribs | \$30.00
Filet Mignon | \$36.00
served with a red wine sauce

SIDES

Tri-Blend Roasted Potatoes
Garlic Mashed Potatoes
Rice Pilaf
Seasonal Risotto
Seasonal Vegetable Medley
Roasted Carrots
Green Beans with Butter & Herbs

DESSERT SELECTIONS

Individual Tiramisu
Miniature NY Style Cheesecake
Available Gluten Free
Chocolate Mousse Trio
Miniature Fruit Tart
Crème Brulee
Seasonal Dessert

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.
All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

BUFFET LUNCH SELECTIONS

All buffet lunch selections include assorted sodas, coffee, and tea.
20 Person Minimum Order. Should your count fall below 20, an additional fee will apply.

THE WESTMINSTER STREET DELI | \$25.00

- Artisan Breads & Rolls
- Mixed Greens or Caesar Salad
- Assorted Meats: Smoked Turkey, Roast Beef, Ham
- Tomato, Lettuce, and Assorted Cheeses
- Mayonnaise, Dijon Mustard
- Chips, Cookies, and Brownies

TACO BAR | \$29.00

- Corn & Flour Tortillas
- Braised Pulled Pork
- Margarita Marinated Chicken
- House-made Guacamole
- Fresh Pico de Gallo
- Sour Cream, Chipotle Aioli
- Shaved Lettuce, Diced Jalapeno
- Shredded Cheese
- Corn & Black Bean Salsa
- Spanish Rice
- Churros

ITALIAN FESTIVAL | \$30.00

- Fresh Baked Garlic Bread
- Classic Caesar Salad
- Assorted Flatbread Pizzas
- Pasta Bolognese
- Cavatappi Pasta *with Sundried Tomato Sauce*
- Seasonal Vegetable Medley
- Chicken Parmesan
- Individual Tiramisu

SANDWICH BOARD | \$28.00

- Mixed Greens Salad
- Choice of One:*
- Pasta Salad
 - Potato Salad
 - Coleslaw
- Assorted Wraps & Sandwiches:*
- Smoked Turkey & Provolone
 - Roast Beef, Cheddar, & Arugula
 - Honey Ham & Swiss
 - Grilled Vegetable
 - Chips, Cookies, & Brownies
- (Available as a build-your-own boxed lunch to go with whole fruit in lieu of salad & a soft drink | \$29.00)*

SLIDER LUNCH | \$29.00

- Mixed Greens Salad
- Classic Sliders
- Pulled Pork Sliders
- Crispy Chicken Sliders
- Tater Tots
- Macaroni & Cheese
- Chocolate Mousse Trio

PICNIC IN THE PARK | \$34.00

- Freshly Baked Cornbread
 - Mixed Greens Salad
 - Potato Salad
 - Corn on the Cob
- Choice of Two Entrees:*
- Cranberry Chicken Salad
 - Tuna Salad
 - Vegetable Stir-fry
 - Roasted Lamb Pita
 - Buttermilk Fried Chicken
 - Strawberry Shortcake

Additional Lunch Buffet Selections Found on Page 10

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.
All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

RECEPTION

PASSED HORS D'OEUVRES

PRICED PER 50 PIECES

LAND

- Chicken Satay | \$170
- Chicken Teriyaki | \$170
- Coconut Chicken Skewers | \$180
- Chicken & Waffle Skewers | \$140
- Miniature Beef Wellingtons | \$205
- Bacon Wrapped Short Ribs | \$210
- Bacon Jam Beef Tips | \$210
- Chorizo Ricotta Crostini | \$110
- Beef Tartare Canape | \$225

VEGETARIAN

- Vegetable Spring Rolls | \$110
- Spanakopita | \$120
- Roasted Pepper Stuffed Mushrooms | \$100
- Spicy Cauliflower Bites | \$100
- Seasonal Arancini | \$185
- Tomato, Mozzarella, & Basil Crostini | \$75
- Brie & Raspberry Bites | \$110
- Grilled Cheese & Tomato Bisque Shooter | \$75
- Antipasto Skewers | \$180

SEA

- Bacon Wrapped Scallops | \$205
- Miniature Crab Cakes | \$150
- Lobster Rangoon | \$235
- New England Clam Cake & Chowder Shooter | \$110
- Shrimp Cocktail | \$150
- Salmon Tartare on Cucumber | \$180
- Ahi Tuna Tartar on Wonton | \$235
- Seafood Stuffed Mushrooms | \$170

STATIONARY HORS D'OEUVRES

PRICED PER PERSON*

IMPORTED & DOMESTIC CHEESES | \$11

Selection of cheeses, served with fresh seasonal fruit, assorted crackers, and jams

SLICED SEASONAL FRUIT | \$8

Fresh Fruit & Berries

CRISPS & DIPS | \$10

A selection of crostinis, pita chips, and tri-color tortilla chips, served with hummus, roasted garlic, roasted corn, guacamole, caprese dip, and olive tapenade

MAC & CHEESE BAR | \$9

Baked macaroni & cheese served with diced tomato, broccoli, grilled chicken, buffalo chicken, caramelized onion, bacon, sautéed spinach, and pico de gallo
(Add Chili +\$2, Pulled Pork +\$2, Lobster +Mkt)

SEASONAL VEGETABLE CRUDITE | \$10

Seasonal selection of fresh vegetables, served with blue cheese and sweet onion dips

MARINATED GRILLED VEGETABLES | \$12

Assortment of grilled vegetables, with a balsamic glaze, assorted olives, and french bread

ANTIPASTO | \$11

Assortment of Italian specialties including prosciutto wrapped asparagus, caprese skewers, capicola, salami, provolone & mozzarella cheeses, marinated mushrooms, artichokes, olives and crostinis

MASHED POTATO BAR | \$10

Yukon gold mashed potatoes served with cheddar cheese, bacon, chives, sour cream, caramelized onions, and potato skins

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*20 Person Minimum Order. Should your count fall below 20, an additional fee will apply.

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RECEPTION

ADDITIONAL STATIONARY OPTIONS

PRICED PER PERSON*

SALAD STATION | \$9

Mixed greens and chopped romaine, with tomatoes, cucumbers, shaved red onions, carrots, bacon crisps, croutons, parmesan cheese, & assorted dressings

CARVING STATIONS

Priced per 25 guests

+ \$100 Chef Attendant Fee per 100 guests

All stations come with assorted artisan breads.

Honey Ham | \$215

with bourbon mustard + pineapple raisin glaze

Roasted Turkey | \$255

with cranberry-orange relish & bourbon mustard

Sirloin | \$305

with a port wine jus & horseradish cream

Prime Rib | \$375

with a roasted garlic au jus & horseradish cream

PASTA STATION | \$9

Fresh pasta noodles with choice of two sauces: red sauce, pesto, alfredo, and pink vodka served with parmigiano Reggiano
Add Chef for action station with protein and vegetable options: +\$100.00 per 75 guests

COMFORT FOOD | \$13

Miniature cheeseburger, pulled pork, and crispy chicken sliders, french fries, assorted flat bread pizzas, bavarian soft pretzel bites with dipping sauces

Also available as a Late Night Snack

NEW ENGLAND SEAFOOD | \$13

House-made New England clam cake and chowder shooters, seared scallops with a pomegranate reduction, shrimp cocktail, and miniature fish and chip baskets

DESSERTS

KNEAD DOUGHNUT BAR | \$5

An assortment of artisan doughnuts from Providence's own KNEAD Doughnuts
Vegan + GF options available

S'MORES BAR | \$8

Marshmallows, Classic Graham Crackers, Chocolate Graham Crackers, Chocolate Chip Cookies, Chocolate Bars, Cookies & Cream Bars, Kit Kat Bars, Reese's Peanut Butter Cups

CHOCOLATE FOUNTAIN | \$10

A flowing fountain of warm, rich chocolate available in a variety of flavors, served with fresh fruit, cookies, marshmallows, and pretzels ready for dipping
100 Guest Minimum

ICE CREAM SUNDAE BAR | \$8

Chocolate & vanilla ice cream, cookie and candy toppings, mini marshmallows, sprinkles, hot fudge, caramel, whipped cream, cherries

CHEF'S DESSERT STATION | \$9

A variety of individual sized desserts including triple chocolate mousse cakes, tiramisu, assorted cup cakes, miniature cheesecakes, and assorted petit fours

ELLIE'S DESSERT DISPLAY | \$14

A decadent array of gourmet bite-sized desserts from Ellie's Bakery made from the highest quality ingredients, choose three incredible sweet treats to cap off the perfect evening
See your sales manager for current options

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.

*20 Person Minimum Order. Should your count fall below 20, an additional fee will apply.

All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

PLATED DINNER SELECTIONS

All plated dinner selections include a choice of soup OR salad, one entrée, two sides, and one dessert.

Coffee and Tea service is included.

For offerings of more than one entrée, final counts must be provided to the catering office at least seven (7) days in advance of event.

SOUP SELECTIONS

Tomato Bisque
New England Clam Chowder
Shrimp & Corn Chowder
Seasonal Soup

SALAD SELECTIONS

Mixed Greens Salad
Classic Caesar Salad
Spinach Salad
Seasonal Salad

ENTRÉE SELECTIONS

Mushroom Filled Ravioli | \$28.00
Butternut Squash Filled Ravioli | \$28.00
Seasonal Ravioli | \$28.00
Eggplant Rollatini | \$33.00
Grilled Chicken Breast | \$34.00
marinated with lemon, garlic, and rosemary
Cranberry Stuffed Chicken | \$35.00
Spinach & Ricotta Stuffed Chicken Breast | \$36.00
Portuguese Stuffed Chicken | \$36.00
Hoisin Glazed Salmon | \$38.00

New England Style Cod | \$37.00
Lobster Seafood Stuffed Haddock | \$41.00
Baked Lobster Stuffed Shrimp | \$45.00
Tenderloin of Beef | \$36.00
Braised Beef Short Ribs | \$39.00
16 oz Prime Rib of Beef | \$42.00
with a roasted garlic au jus
Filet Mignon | \$49.00
served with a red wine sauce

SIDES

Tri-Blend Roasted Potatoes
Garlic Mashed Potatoes
Rice Pilaf
Seasonal Arancini
Seasonal Vegetable Medley
Roasted Carrots
Green Beans with Butter & Herbs

DESSERT SELECTIONS

Individual Tiramisu
Miniature NY Style Cheesecake
Available Gluten Free
Chocolate Mousse Trio
Miniature Fruit Tart
Crème Brulee
Seasonal Dessert

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.
All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

BUFFET DINNER SELECTIONS

All buffet dinner selections include warm dinner rolls and freshly brewed coffee and tea.
20 Person Minimum Order. Should your count fall below 20, an additional fee will apply.

Choice of 2 Entrees | \$39.00*

Choice of 3 Entrees | \$49.00

Choice of 4 Entrees | \$59.00

SOUP & SALAD SELECTIONS

(Choose Two)

Tomato Bisque
New England Clam Chowder
Shrimp & Corn Chowder
Seasonal Soup
Mixed Greens Salad
Classic Caesar Salad
Spinach Salad
Seasonal Salad

SIDE SELECTIONS

(Choose Two)

Roasted Fingerling Potatoes
Tri-Blend Roasted Potatoes
Garlic Mashed Potatoes
Rice Pilaf
Seasonal Vegetable Medley
Roasted Carrots
Green Beans with Butter & Herbs

DESSERT STATION

(Choose Two)

Individual Tiramisu
Miniature NY Style Cheesecake
Available Gluten Free
Chocolate Mousse Trio
Miniature Fruit Tart
Crème Brulee
Assorted Cupcakes
Seasonal Dessert

ENTRÉE SELECTIONS

Mushroom Filled Ravioli
Butternut Squash Filled Ravioli
Eggplant Rollatini
Grilled Chicken Breast
marinated with lemon, garlic, and rosemary
Cranberry Stuffed Chicken
Spinach & Ricotta Stuffed Chicken Breast
Hoisin Glazed Salmon
New England Style Codfish
Seafood Stuffed Haddock (+\$4.00)
Baked Stuffed Shrimp (+\$6.00)
Tenderloin of Beef
Braised Beef Short Ribs (+\$2.00)
Chef Carved Prime Rib
(+ \$100.00 Chef Attendant Fee)

*Lunch Portion Pricing:

Choice of 2 Entrees | \$29.00

Choice of 3 Entrees | \$39.00

Choice of 4 Entrees | \$49.00

(Available between the hours of 11:00 AM and 3:00 PM)

Please inform us of any allergies. Gluten Free, Vegetarian, and Vegan options available upon request.
All prices are per person, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

BEVERAGE OPTIONS

CASH BAR PRICING

SOFT DRINKS	\$2.00	BEER		WINES BY THE GLASS	
		Budweiser	\$5.00	Frontera Chardonnay	\$6.00
MIXED DRINKS	\$11.00	Bud Light	\$5.00	Frontera Pinot Grigio	\$6.00
Tito's		Coors Light	\$5.00	Frontera Sauvignon Blanc	\$6.00
Tanqueray		Corona	\$5.50	Yellow Tail Moscato	\$7.00
Captain Morgan		Corona Light	\$5.50	Ruffino Pinot Grigio	\$8.50
Dewar's		Dogfish IPA	\$6.50	Sea Pearl Sauvignon Blanc	\$8.50
Jameson		Heineken	\$5.50	Two Vines Riesling	\$7.50
Jack Daniel's		Miller Light	\$5.00	Frontera Merlot	\$6.00
Jose Cuervo Silver		Narragansett Lager	\$5.00	Frontera Cabernet	\$6.00
		Sam Adams Boston Lager	\$5.50	Hayes Red Blend	\$7.00
		Stella Artois	\$5.50	Mark West Pinot Noir	\$8.50
				Altos Del Plata Malbec	\$9.00

HOSTED BAR (PACKAGE PRICE)

Per Person:
\$19.95 for the first hour
\$8.00 for each additional hour

Package includes soft drinks, beer, wine, and mixed drinks. Not inclusive of shots, martinis or neat/rocks drinks.

HOSTED BAR (ON CONSUMPTION)

Host is charged on a per-drink basis, offering a complete selection of beer, wine, liquor, and non-alcoholic beverages. A pre-arranged deposit must be paid in advance, and a credit card will be kept on file for all charges accrued.

BAR SET UP FEE

\$75.00 per Private Bar Set Up.
1 bar per 150 guests required.

SPECIALTY BEVERAGE

MIMOSA & BLOODY MARY BARS

Everything your guests need to build the perfect brunch cocktail. The Mimosa Bar features five types of fruit juices, and assorted garnishes. The Bloody Mary Bar features Tomato Juice, Celery, Hot Sauce, A variety of Olives, Horseradish, Cheese Cubes, Worcestershire Sauce, Pickle Juice, and Bacon Wrapped Scallops.

Individual Bar | \$150.00

Both Bars Combined | \$250.00

Fee covers full bar set up and accoutrements. Alcohol will be charged individually or based on consumption.

SIGNATURE COCKTAILS

Treat your guests to something special with a signature cocktail or sangria. Choose a classic, or have our talented beverage team come up with something completely custom.

\$285.00 per Gallon

*Approximately 30 Servings per Gallon.
Price may vary based on ingredients.*

CHAMPAGNE TOASTS

Champagne | \$4.00
Prosecco | \$5.00

AUDIO VISUAL

AUDIO EQUIPMENT	
Podium & Wired Microphone	\$150.00
Wireless Microphone	\$135.00
Lavaliere Microphone	\$165.00
Speaker & Auxiliary Hook Up	\$100.00
Telephone Conference System	\$75.00
COMPUTER & VIDEO	
LCD Projector	\$200.00
AV Package - Projector & Screen	\$250.00
SCREENS, EASELS, & MISCELLANEOUS	
10' Tripod Screen	\$85.00
8' Tripod Screen	\$75.00
Flip Chart with Post-it Pad	\$45.00
Tripod Easel	\$15.00

Additional Audio Visual items are available through our A/V partner, KVL Audio Visual Services.

EVENT SPACES

	BROWN	RISD	JWU	BLACKSTONE	DINING ROOM	BALLROOM
CLASSROOM	N/A	32	30	N/A	50	100
THEATER	N/A	60	55	125	125	200
COCKTAIL	N/A	40	40	125	150	200
CONFERENCE	14	28	32	N/A	40	42
HOLLOW SQUARE	N/A	26	28	N/A	48	50
U-SHAPE	N/A	24	22	N/A	44	48
HALF-ROUNDS	N/A	30	30	48	60	90
ROUNDS	N/A	50	50	80	100	150

Event space capacity varies depending on specific needs of your group/event. See your sales representative for more details.

All prices are per item, per day, unless otherwise noted, and are subject to a 22% facility fee and applicable sales tax.

CATERING POLICIES

FOOD & BEVERAGE SERVICE

Hotel Providence is responsible for the quality and freshness of the food served to our guests. Due to health regulations, all food served at the hotel must be prepared by our culinary staff. No outside caterers are permitted. Food may not be taken off the premises after it has been prepared and served. The sale and service of alcoholic beverages is regulated by the state. As a licensee, this hotel is responsible for the administration of those regulations. It is a policy, therefore, that alcoholic beverages cannot be brought into the hotel from the outside.

TAXES & ADMINISTRATIVE FEES

All meeting room, food and beverage, and related services are subject to applicable taxes (currently 8% on food and beverage, and 7% on all other items) in effect on the date(s) of the event, and are subject to change without notice. Prior to the application of taxes, an administrative fee of 22% will be charged on all fees and related services. The administrative fee is not a tip, gratuity, or service charge. No additional gratuity is required but may be provided at your discretion. Please note, the administrative/facility fee is subject to all applicable taxes.

GUARANTEES

A guaranteed attendance figure is required for all functions seven (7) days prior to the function date, and is not subject to reduction. If the catering office is not advised by this time, the estimated figure will automatically become the guarantee. Meal choices for plated events are also due at this time.

TAX EXEMPTION

If your company/organization is exempt from paying sales tax in the state of Rhode Island, a copy of the exemption certificate must be provided at the time of the signing of your agreement. The exemption will apply only to sales made directly to entity, and paid for with an entity credit card or entity check. Cash, personal checks, or personal credit cards are not accepted as payments for tax exempt events. Please note that a federal tax exempt form is not accepted, the organization must be tax exempt specifically in the state of Rhode Island.

OUTSIDE VENDORS & DÉCOR

Hotel Providence must be informed of all outside vendors, and may ask them to provide an insurance certificate. All linen, chairs, draping, etc. rentals must be provided by the Hotel or an affiliated vendor. All event materials, fabrics, and decor must comply with local fire laws and building codes. No event materials or decor may be affixed to the walls, floors, windows, doors, or ceilings with nails, staples, tape, or any other substance. Any Loss or damage to decor or property rented from or supplied by Hotel Providence will result in a fee determined by management. Confetti, glitter, and helium balloons are prohibited, and if used will result in an additional \$500.00 cleaning fee.