



ALICE VIRGINIA & DAVID W. FLETCHER
FOUNDATION CONFERENCE CENTER

RENTAL & CATERING
GUIDE

General Information

Room Rental Pricing

- \$1000 with use of our catering services equivalent to a complete meal
- \$3,000 without use of our catering services (no outside catering allowed)
- Room rental deposit of 50% at time of booking. Non-refundable 30 days prior to event.
- Room rental includes:
 - Standard blue chairs
 - 6-foot tables (round)
 - A/V equipment (microphones, projectors, cameras, etc)

Catering Various Options Available



Event Item Rentals

Stage Rental \$500
(12 ft x 16 ft - Stage can be configured in 4 ft increments as needed)

Stage Up-Lights \$10 each
(White or Navy Blue)

Table Cloths 120" / \$22 each
(White or Navy Blue) 54" / \$10 each

Radio/Walkie Talkies \$10 each

Sandwich Boards \$25 each

Flower Stand (Pillar) \$15 each



Appetizers

Cold Station Apps

(price per 100 pieces)

Maryland Deviled Eggs with lump crab	\$125
Phyllo Cups with smoked salmon mousse	\$150
Seared Flank Steak Crostini with tomato jam	\$175
Chipotle Chicken Salad with tortilla crisps	\$125
Fingerling Potatoes with smoked bacon cream cheese	\$125

Hot Station Apps

(price per 100 pieces)

Maryland Crab Balls with smoky remoulade	\$250
Spanakopita with tzatziki sauce	\$125
Feta-Stuffed Baby Bella Mushrooms	\$100
Spinach & Artichoke Dip with grilled toasts	\$150
Chicken Carnitas Sliders with mango slaw	\$200

Cold App Display Stations

(price per 50 attendees)

Cheese, domestic/imported, dijon mustard, water crackers	\$150
Meats, assorted cured, red pepper remoulade	\$200
Fruit, seasonal with honey yogurt dip	\$150
Crudit� of fresh vegetables	\$125
Shrimp cocktail with spiced cocktail sauce	\$250
Oysters on the half shell	<i>(market price based on availability)</i>

Breakfast

(50 attendee minimum)

Continental \$14 per person

Assorted juice/iced water, Coffee/hot tea,
Assorted muffins, Danish, Fresh fruit, Low-fat yogurt

Hot Buffet \$21 per person w/ 1 meat
 \$25 per person w/ 2 meats

Scrambled eggs, Breakfast potatoes, Bacon or
sausage (*turkey sausage available upon request*),
Fresh fruit salad, Assorted muffins, Danish,
Assorted juice/iced water, Coffee/hot tea



Lunch

(50 attendee minimum)

Add iced tea/bottled water to any
lunch order for \$4 per person

Deli Buffet \$16 per person

Assorted turkey, baked ham, chicken salad and grilled
vegetables on fresh-baked breads served with kettle-cooked
chips, pickles, cookies and water

Soup & Salad Bar \$16 per person

(protein for \$5 each per person)

House or caesar salad with rolls and dressings

Available protein choices - Grilled chicken, seared salmon, shrimp

Soup (select 1) - Red pepper bisque, chicken rice, beef noodle

Italian Selections Choose One \$18 per person

(All entrees served with shaved parmesan, garlic toast and house salad bar)

Ziti with meat or marinara sauce

Roasted vegetable lasagna

Chicken and broccoli alfredo

Southwest Taco Bar \$19 per person, 1 protein \$24 per person, 2 proteins

(Served with flour tortilla, pico, guacamole, sour cream, rice, beans)

Protein selections – Chicken, beef, brisket

Lunch

(50 attendee minimum)

Add iced tea/bottled water to any
lunch order for \$4 per person

Texas BBQ \$20 per person, 1 protein
(All entrees served with baked macaroni & cheese,
cole slaw and brioche rolls) **\$25 per person, 2 proteins**

Protein selections – Pulled pork, smoked brisket, BBQ chicken

Picnic Time \$16 per person

Char-grilled hamburgers and jumbo hot dogs, with buns and
condiments, Baked beans, Kettle-cooked potato chips

Choose 1 – Potato salad or macaroni salad

Grilled chicken breast, additional \$4 per person



Dinner

BUFFET STYLE (50 attendee minimum)

Entrees served with choice of salad, 1 starch,
1 vegetable, assorted dessert selections and rolls/butter,
with water and iced tea.

Add coffee to any order, \$4 per person

Standard Level Options

2 Selections: \$38 per person

3 Selections: \$45 per person

Beef

Roasted top round w/ garbed jus
6-ounce marinated sirloin steak
Grilled sliced flank steak w/ mushroom demi

Fish/Seafood

Classic seafood Newburg
Pan-seared salmon w/ citrus glaze
Oven-roasted cod loin w/ herbed butter sauce

Poultry

Chicken marsala
Chicken piccata
Grilled rosemary lemon chicken

Pork

Roast pork tenderloin w/ apple/cranberry relish
Grilled chili lime tenderloin
w/ citrus compote

Premium Level Options

2 Selections: \$47 per person

3 Selections: \$54 per person

Beef

Grilled 6-ounce tenderloin of beef w/ red wine demi
Grilled 10-ounce New York strip steak w/ café butter

Fish/Seafood

Crab-stuffed flounder filet w/ bearnaise sauce
4-ounce Maryland style crab cake
Garlic lime mahi-mahi filet w/ cantaloupe salsa

Poultry

Chicken Oscar
w/ lump crab and hollandaise sauce

Pork

Roast pork tenderloin w/ shrimp etouffee
Double-cut pork chop Oscar
w/ lump crab, asparagus & bearnaise sauce

Salad Options (Choose One)

Classic caesar or house tossed

Starch Options (Choose One)

Baked potato, garlic mashed potato, au gratin potatoes, rice pilaf, rosemary roasted red potatoes

Vegetable Options (Choose One)

Roasted asparagus, seasonal fresh vegetable medley, haricot vert in garlic butter

Dinner

STATION STYLE - 2 HOUR SERVICE

(100 attendee minimum)

Add iced tea/bottled water to any order, \$4 per person

Add \$100/hour for station attendant – 2 hours minimum

*Items requiring stations are marked below

Carving Station* 1 Selection: \$21 per person
2 Selections: \$28 per person

(All choices served with rolls and sauce)

- Char-grilled beef tenderloin
- Prime rib au jus
- Turkey breast with cranberry compote
- Herb-crusted pork loin
- Flank steak with peppercorn sauce

Italian Station* \$22 per person
(\$6 per person per protein added)

(All choices served with roasted garlic toast)

- Select 2 pasta options: Cheese tortellini, ziti, farfalle, penne
- Select 2 sauce options: Meat, marinara, alfredo, sundried tomato pesto
- Protein options: Grilled chicken, grilled shrimp, Italian sausage

Raw Bar Station \$26 per person

½ shell oysters, smoked Scottish salmon, cocktail-style gulf shrimp served with assorted citrus and sauces

Mashed Potato Bar Station \$9 per person

Yukon gold mashed with crème fraîche, bacon, frizzled onions, aged cheddar, sautéed mushrooms

Shrimp & Grits Station \$18 per person

Gulf shrimp, cured ham, sautéed mushrooms, cheddar grits

Slider Station \$15 per person

Variety of seafood salad, Cuban, blackened chicken sliders

Mediterranean Station \$16 per person

Hummus, falafel, naan, pickled vegetables

Sweet Treat Desserts

Assorted Small Bites \$11 per person
Cheesecake, peanut butter bomb, key lime, red velvet

Sundae Bar \$9 per person
Vanilla Ice cream with assorted toppings

Shortcake Bar \$12 per person
Sugared biscuit, strawberries, blueberries, pineapple,
whipped cream, toasted pecans, white chocolate chips

Coffee/Tea Bar \$3 per person
Fresh-brewed coffee (regular and decaf), hot tea service with
assorted teas



Bar Service

Prices based on 100 people; includes all gratuities
All bar service is a 4-hour minimum,
must include 1 hour prior to and post-event time

Cash Bar Pricing varies based on event

Open Bar Beer/Wine \$36 per person
Assorted beer, red, white, rose wines

Open Bar Beer/Wine/Liquor \$44 per person / Rail
\$48 per person / Top shelf





11120 HEALTH DRIVE
HAGERSTOWN, MD 21742
MSOM.ORG