

STANTON



EVENTS MENU


PEOPLE INSPIRED. MARRIOTT DELIVERED.

BREAKFAST BUFFET (MINIMUM OF 10 GUESTS)

SUNRISE BREAKFAST \$38

fresh squeezed orange & apple juice
mini croissant, assorted muffins, danish
whipped sweet butter & preserves
seasonal fruits & berries
scrambled eggs
choice of bacon or sausage (select one)
breakfast potato, peppers, & onions
freshly brewed regular & decaffeinated coffee & assorted teas

SOBE SLIM BREAKFAST \$42

fresh squeezed orange & apple juice
seasonal fruit & berries
mini croissant, assorted muffin, danish
whipped sweet butter & preserves
individual berry parfaits with vanilla yogurt, house made granola, seasonal berries
vegetable scramble, peppers, spinach, mushrooms, Monterey cheese
chicken apple sausage
oatmeal, brown sugar, raisins
freshly brewed regular & decaffeinated coffee & assorted teas

CONTINENTAL BREAKFAST \$28

fresh squeezed orange & apple juice
mini croissant, assorted muffins, danish
seasonal fruit and berries
assorted individual yogurts (plain & fruits)
freshly brewed regular & decaffeinated coffee & assorted teas

all prices are subject to 25% service charge and 9% sales tax will be added.



MARRIOTT STANTON SOUTH BEACH

161 Ocean Drive, Miami Beach 33139 T. 305 536 7700

meetings  imagined

ENHANCEMENTS

hot oatmeal, brown sugar, and raisins \$5

vegetable egg white scramble, peppers, mushrooms, fresh spinach \$7

bacon & egg croissant sandwich \$7

berry parfaits station, vanilla yogurt, house made granola, seasonal berries \$6

individual butter sautéed shrimp & creamy grits \$8

breakfast wrap, chorizo, egg, red peppers, onions \$10

smoked salmon, red onion, capers, tomato, chopped egg, lemon,
cream cheese, bagels \$17

charcuterie and cheese, salami, prosciutto, turkey, ham, Havarti, aged cheddar,
dried fruits, nuts, sliced baguette \$18

OMELET STATION \$15 + ADD SHRIMP \$4 PER PERSON

whole egg, egg whites, ham, bacon, onions, tomatoes, peppers, smoked salmon,
spinach, cheddar, mozzarella, and feta cheese

(Chef Required) \$175

BELGIAN WAFFLE \$15

sweet whipped butter, maple syrup, mixed berries, bananas, chocolate chips,
whipped cream

(Chef Required) \$175

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PLATED BREAKFAST *(MINIMUM OF 10 GUESTS)*

our plated breakfast is served with fresh squeezed orange & apple juice, mini muffins & croissants served family style, seasonal fruit & berries, freshly brewed regular & decaffeinated coffee & assorted teas.

ALL AMERICAN \$27

choice of scrambled eggs or egg white spinach, tomatoes and roasted mushroom, choice of sausage or crispy bacon.

STEAK & EGGS \$38

churrasco steak, chimichurri, scrambled egg, breakfast potato, onion, peppers
choice of sausage or crispy bacon

LOLO BREAKFAST BURRITO \$32

tortilla, chorizo, egg, cheddar, roasted peppers, breakfast potatoes, peppers, & onions

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BREAKS

DAY BREAKS

morning health nut \$20

greek yogurt parfait, granola, & fresh berries

fresh fruit bar, citrus yogurt dip

banana nut bread

watermelon aqua fresca

freshly brewed regular & decaffeinated coffee & assorted teas

nature hike \$17

assorted whole fruit

granola & protein bars

pre-package trail mix bags

ice cold fruit water

trailblazer- build your own trail mix \$19

mixed nuts, dried cranberries, raisins, M&M's, shredded coconut, dried apricots, granola

freshly brewed regular & decaffeinated coffee & assorted teas

its so miami \$25

tropical fruit smoothie

guava & cheese pastelito

pasteltio de carne (beef)

arepas con queso

freshly brewed regular & decaffeinated coffee & assorted teas

ocean drive bakery \$19

chocolate chip cookies, peanut butter cookies, cinnamon bun, brownies

assorted chilled milks

freshly brewed regular & decaffeinated coffee & assorted teas

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BREAKS

AFTERNOON BREAKS

bread & spreads \$20

crackers, tortilla chips, herbed focaccia
guacamole
french onion dip
fresh tomato & basil bruschetta
assorted soft drinks (pepsi products)

european afternoon \$24

aged cheddar, havarti, manchego cheese display
accompanied by dried fruit, berries, crackers
fresh hummus, dressings, & julienne vegetables
assorted macaroons
freshly brewed regular & decaffeinated coffee & assorted teas

calle ocho \$28

chicken or beef empanadas (select one)
ham croquettes
papa rellena
cuatro leches
freshly brewed regular & decaffeinated coffee & assorted teas

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BREAKS A' LA CARTE

A LA CARTE

beverages

bottled assorted juices \$6 each

aquafina spring bottled water \$6 each

sparkling water \$8 each

soft drinks (pepsi products) \$6 each

gatorade \$6 each

red bull (regular and sugar free) \$8 each

*freshly brewed coffee & decaf, & selection of teas \$80 gallon

food

granola, multi-grain or power bars \$5 each

individual berry parfaits \$6 each

fruit skewer & berries \$9 per person

whole fruit \$3 each

soft pretzels, warm cheese sauce and mustard \$44 per dozen

guava & cheese pastelitos \$46 per dozen

croissants, mini muffins, mini danish \$45 per dozen

freshly baked chocolate chip and oatmeal cookies \$48 per dozen

chicken & beef empanadas, cilantro & lime sour cream dipping sauce \$50 per dozen

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PLATED LUNCH

Plated lunches are three courses: soup or salad, entree and dessert served with rolls, butter freshly brewed regular & decaffeinated coffee & assorted teas

SOUP OR SALAD - CHOOSE ONE

tomato soup
cauliflower & truffle
butternut squash soup
soup of the day

classic caesar

romaine hearts, garlic crouton crumble, grated parmesan, cherry tomato, creamy dressing

baby arugula

fresh black berries, quinoa, candied walnuts, crumbled goat cheese, grapefruit, cilantro apple vinaigrette

arcadian mixed greens

roasted baby vegetables, toasted pumpkin seeds, feta cheese, red wine vinaigrette

ENTRÉE – CHOOSE ONE

vegetarian option \$42

contact chef to make a personalized option

oven roasted chicken breast \$45

blistered cherry tomato, buttered broccolini, truffle potato puree, red wine jus

seared salmon \$46

citrus wild rice, fennel & orange salad, buttered baby bok choy

pan roasted snapper \$ 48

parmesan polenta, grilled asparagus, crushed grapefruit lemon burre blanc

striploin of beef \$56

roasted garlic potato mash, wild mushrooms, caramelized pearl onion, buttered asparagus

dessert - choose one

key lime pie
cheesecake
chocolate flourless cake

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LUNCH BUFFETS

ALL LUNCH BUFFETS INCLUDE FRESHLY BREWED REGULAR & DECAFFEINATED COFFEE & ASSORTED TEAS

MAKE YOUR OWN SALAD BAR \$48

rolls and butter

soup of the day

crisp romaine & arcadian mixed greens

toppings, quinoa, julienned carrots, roasted corn, sliced red onion, croutons, cucumbers, cherry tomatoes, walnuts, parmesan, feta, shredded cheddar, assorted dressings

grilled marinated chicken

grilled skirt steak with chimichurri

ranch dressing, red wine vinaigrette, citrus dressing

sliced fruits, cookies

SANDWICH BUFFET \$50

rolls, butter

soup of the day

spring mix greens, red onions, cucumbers, tomatoes, olives, balsamic vinaigrette

stanton potato salad, celery, red onion, capers, herbs, mustard & mayonnaise

select 3 options

ham, muenster, dijon honey mustard spread, bibb, tomato, croissant

roast beef, caramelized onion, tomatoes, horseradish & rosemary aioli, boursin cheese, ciabatta roll

smoked turkey, havarti, pesto, sundried tomato pesto, spinach, roasted peppers, herbed focaccia

italian, sopperseta, prosciutto, provolone, baby arugula, mustard, mayo, crusty baguette

veggie, grilled & chilled summer squashes, lemon hummus, roasted tomatoes, baby spinach, roasted peppers, herbed focaccia

assorted bags of potato chips

cookies & brownies

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LUNCH BUFFETS

ALL LUNCH BUFFETS INCLUDE FRESHLY BREWED REGULAR & DECAFFEINATED COFFEE & ASSORTED TEAS

AMERICAN BUFFET \$58

rolls, butter

tomato & basil soup

wedge, chopped iceberg lettuce, roasted cherry tomatoes, blue cheese, green onion, warm bacon, parmesan chive dressing

chilled penne pasta salad, peppers, onion, celery, mayo, white balsamic

three grilled cheese sandwich, goat, aged cheddar, monterey

bbq pork ribs

buttermilk fried chicken

stanton baked mac & cheese, aged cheddar & blue cheese sauce

roasted baby vegetable, herb butter

fresh watermelon slices

mini apple tarts

MEDITERRANEAN BUFFET \$ 60

rolls, butter

traditional minestrone soup

greek salad, romaine, olives, cucumbers, tomatoes, feta cheese, red onion, bell pepper, red wine vinaigrette

marinated artichoke hearts, feta, roasted peppers, blistered cherry tomatoes, oregano, penne pasta

beef & chicken kabobs, roasted red onion & peppers,

persian basmati rice

pan roasted salmon over a mint & basil pearl couscous, chick peas

roasted eggplant, squash, zucchini, roasted garlic, red wine tomato ragu

baklava

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LUNCH BUFFETS

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MEXICAN BUFFET \$58

rolls, butter

tortilla soup, consisting of crispy tortilla & pulled chicken breast

caesar, romaine, black bean, avocado, cojita cheese, cherry tomato, tortilla,

spicy caesar dressing

roasted corn salad, black bean, roasted peppers, cilantro, honey lime vinaigrette

fajitas station with roasted peppers & onions

marinated skirt steak

grilled herb chicken

slow braised shredded pork

flour tortillas

tortilla chips

spanish rice & black beans

condiments to include, sour cream, salsa, shredded lettuce, tomatoes, shredded cheeses, guacamole

rice pudding, cinnamon

fresh churros

ITALIAN BUFFET \$58

rolls, butter

pasta e faggioli soup

roma tomato & fresh mozzarella, served with balsamic vinaigrette

baby arugula, cherry tomatoes, fresh grapefruit, pine nuts, goat cheese, roasted peppers, & red wine vinaigrette

pan roasted snapper, wild mushroom risotto, caper butter

oven roasted chicken breast, cannellini bean & prosciutto ragu

tiramisu

mini flavored cheesecake

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LUNCH BUFFETS

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ASIAN FUSION BUFFET \$60

rolls, butter

miso soup, tofu, mushroom, seaweed

arcadian greens, fresh orange, sliced almonds, shredded carrot, peppers, crispy wontons, sesame soy dressing

soba noodle salad, wheat noodles, sesame seeds, napa cabbage, ginger dressing

cashew chicken, orange soy glaze, broccoli

asian pork ribs, sweet chili sauce, red cabbage slaw

vegetarian fried rice (add shrimp, chicken, or pork extra \$4)

wok fried vegetables, bok choy, carrots, broccolini, scallions

coconut & mango panna cotta

green tea opera cake

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LUNCH

BOX LUNCH SELECTIONS

BOX LUNCH \$48

EACH LUNCH IS PACKED WITH RECYCLED DISPOSABLE UTENSILS, NAPKIN, SALT AND PEPPER PACKETS

choose (1) side salad:

pasta salad

potato salad

fruit salad

all lunches include:

(1) seasonal whole fruit

(1) bag of potato chips

(1) freshly baked cookie

choice of sandwiches:

roast beef, boursin spread, caramelized onion, tomato, horseradish & rosemary aioli, ciabatta roll

smoked turkey, havarti, pesto, sundried tomato pesto, spinach, roasted peppers, herb focaccia

ham, muenster, Dijon honey mustard spread, bibb, tomato, croissant

italian, sopperseta, prosciutto, provolone, baby arugula, mustard, mayo, baguette

veggie, grilled & chilled summer squashes, lemon hummus, roasted tomatoes, baby spinach,

roasted peppers, herbed focaccia

enhancements

soft drinks (pepsi products) \$6 each

aquafina bottled water \$6 each

red bull \$8

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PLATED DINNER

SOUP OR SALAD - CHOOSE ONE

tomato soup
soup of the day

classic caesar,

romaine hearts, garlic crouton crumble, grated parmesan, cherry tomato, creamy dressing

baby lolla rosa, fresh black berries, quinoa, candied pecans, crumbled feta cheese, fresh orange, cilantro apple vinaigrette

arcadian mixed greens, roasted baby vegetables, toasted pumpkin seeds, feta cheese, red wine vinaigrette

greek salad, cucumber ring, feta, romaine, olives, cherry tomato, peppers, red onion, croutons, balsamic vinaigrette

arugula & beets, roasted baby beets, grapefruit, goat cheese, candied walnuts, champagne vinaigrette

ENTRÉE – CHOOSE ONE

vegetarian option \$60

contact chef to make a personalized option

pan roasted chicken breast \$65

sweet potato puree, buttered asparagus, red wine reduction

seared halibut \$70

roasted butternut squash, fennel salad, cherry tomato & artichoke fondue

braised short rib \$74

yukon gold potato, buttered broccolini, herb gremolata

grilled sword fish \$75

ratatouille sauce, roasted pearl onion, baby squash, sautéed greens

8oz NY striploin \$85

maple sweet potato, pearl onion, white & green asparagus, burre rouge

filet of beef & prawn \$95

truffle whipped potato, bacon wrapped asparagus, oven roasted tomato, red wine reduction

dessert - choose one

key lime pie

flourless chocolate cake

tres leches



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DINNER BUFFETS

ALL DINNER BUFFETS INCLUDE FRESHLY BREWED REGULAR & DECAFFEINATED COFFEE & ASSORTED TEAS

NEW ENGLAND BBQ \$100

rolls, butter
traditional clam chowder
yukon gold potato salad
artisanal greens, tomatoes, beets, orange, goat cheese, champagne vinaigrette
striploin beef , mushroom red wine sauce
baby back ribs & house bbq sauce
baked snapper, white wine & herbs
butter poached corn on cobb
roasted baby new potatoes, rosemary
mini apple pie
mini tropical fruit tart

HAVANAH NIGHTS \$95

chef choice seasonal soup
avocado & tomato salad, pickled red onion, baby greens, red wine vinaigrette
spicy caesar, black beans, corn, goat cheese, cherry tomato, crispy tortilla, spicy dressing
lime, roasted garlic chicken, natural jus
cilantro salted pork Loin, caramelized onion, pan drippings
seared mahi, roasted baby tomatoes, lemon burre blanc
conгри
yucca fries & mojo
tostones
coconut tres leche
mini tropical fruit tart

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DINNER BUFFETS

ALL DINNER BUFFETS INCLUDE FRESHLY BREWED REGULAR & DECAFFEINATED COFFEE & ASSORTED TEAS

OCEAN DRIVE BUFFET \$135

rolls, butter

celery Root & Truffle soup

heirloom & burrata salad, white balsamic

boston bibb lettuce, shaved fennel grapefruit, honey vinaigrette

petite filet of beef, sherry pearl onion ragu

sundried tomato, artichoke stuffed chicken breast

wild mushroom ravioli, parmesan chive crème, baby vegetables

roasted halibut, crushed tomato & shallot fondue

fingerling potato lyonnais

grilled asparagus with roasted garlic butter

key lime pie

warm bread pudding

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RECEPTION

HORS D'OEUVRES

COLD \$6 PER PIECE

smoked salmon crostini, citrus cream cheese, tomato caper

relish mango shrimp bruschetta

snapper ceviche, sweet potato

grilled cheese & gazpacho shooter

chopped filet mignon, blue cheese crumble on a sweet crostini kalamata

olive & tomato bruschetta

spinach & artichoke tart

HOT \$7 PER PIECE

cuban croquette, cilantro & lime sour

cream mini crab cake, cajun remoulade

phyllo wrapped raspberry brie

coconut shrimp, sweet chili mango sauce

beef empanada, sour cream cilantro & lime drizzle

chicken empanada, sour cream cilantro & lime drizzle

phyllo wrapped asparagus & asiago

bbq pulled chicken mini taco

blackened shrimp skewer

mini beef slider, cheddar, bacon

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RECEPTION

DISPLAYS & ACTION STATIONS

COLD DISPLAYS

crudite display \$12 per person

display of fresh garden vegetables with assorted dips & spreads

cheese display \$18 per person

artisan cheese display, dried fruits, rustic bread and crackers

antipasto \$20 PER per person

prosciutto, sopressata, marinated olives & artichokes, marinated peppers, manchego, havarti, gouda, foccica, breadsticks, & balsamic with olive oil

grilled vegetable \$16 per person

asparagus, portabella mushrooms, red peppers, eggplant, zucchini, assorted dressings, & hummus

chilled seafood display \$36 per person

chilled jumbo shrimp, cocktail sauce & lemons

fresh snapper ceviche, corn & sweet potato

mahi ceviche, mango & jalapeno

yellow fin tuna poke with crispy won-tons

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RECEPTION

DISPLAYS & ACTION STATIONS

HOT ACTION DISPLAYS

miss saigon \$38 per person- (chef required)

vegetable spring rolls, sweet chili sauce

crispy pork & chicken dumplings, assorted dipping sauces

chicken pad thai, pistachio, lime, mint, cilantro, bok choy, shredded carrot, stanton pad thai sauce

stanton slider bar \$35 per person

mini cheeseburger, bacon & onion jam, cheddar cheese, lemon aioli

bbq pulled pork, fresh pickle

fried chicken, blue cheese sauce, cole slaw

onion rings & parmesan Fries

PASTA STATION \$28 PER PERSON- (Chef Required)

cheese tortellini, mushrooms, sundried tomatoes, artichokes, parmesan crème sauce

penne pasta, roasted tomato basil sauce, parmesan, red pepper flakes

caesar salad, croutons, shaved cheese, dressing

baked focaccia

(add chicken at \$5 per person)

ROAST WHOLE TURKEY \$28 PER PERSON- (Chef Required)

house gravy, warm rolls, sweet potato puree

PRIME RIB OF BEEF \$34 PER PERSON- (Chef Required)

wild mushroom ragout, horseradish cream, warm rolls, yukon mashed potato

CILANTRO CURED PORK LOIN \$28 PER PERSON- (Chef Required)

dijon white wine sauce, warm rolls, yucca fries

HERB ROASTED LEG OF LAMB \$32 PER PERSON- (Chef Required)

rosemary red wine jus, warm rolls, crispy fingerling potato

*one attendant per 50 guests / \$175

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RECEPTION

DESSERT RECEPTION

A'LA CARTE (15 PERSON MINIMUM)

choice of three \$12 per person

choice of four \$15 per person

choice of five \$18 per person

choice of six \$21 per person

chocolate dipped strawberries

tres leche cake

key lime tart

strawberry shortcake

black forest chocolate cake

dulce de leche cheesecake

vanilla cup cake

apple tart

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BEVERAGE BAR

WINE SELECTIONS

BUBBLES

freixenet blanc de blancs, san sadurni d'anoia \$50

mumm napa "brut prestige", napa, california \$75

INTERESTING WHITES

beringer vineyards white zinfandel, california \$45

stone cellars by beringer pinot grigio, california \$55

pighin pinot grigio, grave del friuli, italy \$60

brancott sauvignon blanc, marlborough, new zealand \$65

CHARDONNAY

stone cellars by beringer chardonnay, california \$55

beaulieu vineyards century cellars chardonnay, california \$40

chateau st. jean chardonnay, north coast, california \$55

clos du bois chardonnay, north coast, california \$58

PINOT NOIR

la crema pinot noir, sonoma coast, california \$60

MERLOT

stone cellars by beringer merlot, california \$55

beaulieu vineyards century cellars merlot, california \$55

st. francis vineyards merlot, sonoma, california \$75

CABERNET

stone cellars by beringer cabernet sauvignon, california \$55

beaulieu vineyards century cellars cabernet sauvignon, california \$55

seven falls cabernet sauvignon, wahluke slope, washington \$65

columbia crest "h3" cabernet sauvignon, horse heaven hills, washington \$68

estancia, Monterey, california \$68

aquinas, north coast, california \$70

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BEVERAGE BAR

BAR PACKAGES

HOST BAR PRICES PER DRINK

well brand cocktails \$12

premium brand cocktails \$14

house wine \$11

import beer \$9

domestic beer \$7

soft drinks, bottle of water, mineral water and juices \$6

OPEN BAR PACKAGES

WELL BAR PACKAGE

well bar brands

First hour package \$30 per person

every additional hour \$10 per person

PREMIUM BAR PACKAGE

premium bar brands

First hour package \$40 per person

every Additional Hour \$11 Per Person

BEER AND WINE

First hour package \$23 per person

every additional hour \$9 per person

century cellars cabernet and chardonnay, beringer vineyards white zinfandel

budweiser, bud light, sam adams, due south category 3 ipa, corona, heineken, stella

artois lager soft drinks, bottle waters and juices

BARTENDER FEE

\$175 up to 4 hours (1 bartender per every 75 guests)

\$25 for every additional hour

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BEVERAGE BAR

BAR PACKAGES

ENHANCEMENT

WELCOME DRINK butler passed upon arrival \$10 per person

mango margarita watermelon mojito stanton punch white sangria (select one)

AGUA FRESCA BAR

watermelon –mint + tequila cucumber- lime + gin pineapple – basil + rum
soft drinks, bottle of water, mineral water and juices First hour package \$18.00
every additional hour \$9.00

WELL BAR BRANDS

smirnoff vodka, cruzan aged light rum, beefeater gin, dewar's white label, jim beam white label, canadian club, jose cuervo traditional silver, courvoisier VS

century cellars cabernet and chardonnay, beringer vineyards white zinfandel

budweiser, bud light, sam adams, corona, heineken, stella artois lager, funky buddha floridian hefeweizen, cigar city brewing company jai alai IPA, soft drinks, bottle waters and juices

PREMIUM BAR BRANDS

grey goose vodka, bacardi superior rum, mt. gay eclipse gold rum, bombay sapphire gin, johnnie walker black label, knob creek, jack daniels, crown royal, patron silver tequila, hennessy privilege vsop

century cellars cabernet and chardonnay, beringer vineyards white zinfandel

budweiser, bud light, sam adams, due south category 3 ipa, corona, heineken,

stella artois lager soft drinks, bottle waters and juice

Marriott Stanton south beach bay is the only licensed authority to sell and serve liquor for consumption on premises. Therefore, liquor cannot be brought into hotel by groups.

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MARRIOTT STANTON SOUTH BEACH

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TECHNOLOGY

PACKAGES

BASIC AUDIO VISUAL EQUIPMENT

lcd packages

4000 lumen lcd & screen package \$400

fast fold screens with necessary cabling

screen package with screen, power strip, extension cord, table \$300

TV Screen package with screen, power strip, extension cord, table \$250

ocean boardroom only

other

laser pointer \$60

wireless mouse \$60

conference calling polycom speaker phone with did line \$10

flipchart with stand, pad, 4 colored markers, masking tape \$50

post-it flip chart with stand, pad, 4 colored markers, masking tape \$60

37" tv monitor \$180

dvd player \$150

sound patch to house sound system \$60

jbl speaker sound system with 2 speakers \$200

wireless hand-held or lavalier microphone \$160

4 channel mixer \$60

8 channel mixer \$100

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(DAILY WIRELESS INTERNET USAGE)

internet connection basic (3 mbps) 25 or less \$24 per person/day

internet connection premium (12 mbps) 25 or less \$35 per person/day

internet connection basic (5 mbps) 26 to 50 people \$20 per person/day

internet connection premium (18 mbps) 26 to 50 people \$30 per person/day

internet connection basic (8 mbps) 51 to 100 people \$17 per person/day

internet connection premium (30 mbps) 51 to 100 people \$25 per person/day

ALL PRICES ARE SUBJECT TO 25% SERVICE CHARGE AND 9% SALES TAX WILL BE ADDED.



MARRIOTT STANTON SOUTH BEACH

161 Ocean Drive, Miami Beach 33139 T. 305 536 7700

meetings imagined

GENERAL INFORMATION

Service Charge and Taxes

A 25 % taxable service charge and a 9% sales tax will be added to all Food and Beverage, Event Technology and Room Rental Setup Fee Prices

Guarantees

A final guarantee with the number of people anticipated is required 72 business hours in advance of all meal functions or the expected number will be used. This number will be your guarantee and it is not subject to reduction. We will be prepared to serve 3% over the guarantee number.

Smoking

Marriott Stanton is a smoke free environment. This includes all guest rooms, meeting rooms, public areas, pool, bars and restaurant / lounges.

Payment

Terms for payment will be establish in your confirmation/contract agreement. Advance deposits and or payment in full is required. Payments by cashier check must be received prior to your event. Payment by company or personal check must be received 10 business days prior to your event.

Signage

All signage to be placed in the hotel must be professionally printed and approved in advance with your Event Manager. The use of push pins, tacks, nails, putty, duct tape and other forms to attach posters, banners and signage on any hotel wall, doors, and public areas is strictly prohibited. Banners or posters will be hung by hotel staff and applicable fee to apply.

Shipping

Please have boxes addressed to your event manager and marked properly with the name and date of event. Packages received/send out are subject to handling fees.

Meeting Space

The hotel reserves the right to change room locations specified in your contract should your attendance change or as deemed necessary by the hotel. All meeting rooms are setup in accordance to the approved event orders. Requests for change in room setup after the room has been fully set will result in a \$250 room re-set fee.

Electrical / Engineering

Electrical needs will be assessed and charges will vary based on specific needs. Electrical Charges in conjunction with decorators, entertainers, production, audio visual companies, etc. will be applied to your account unless other billing arrangements are made in advance.



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meetings  imagined

GENERAL INFORMATION

Outside Food and Beverage

Food and Beverage may not be brought into the hotel by any patron or attendee from an outside source.

Additional Security

The hotel will not assume liability or responsibility for damage or loss of personal property or equipment left in any function room. Arrangement can be made with your event manager. All outside security personnel are subject to hotel approval prior to event.

Parking

The hotel offers valet only. Spaces are limited and are available on first come basis to all hotel guests. Please contact your event manager for details and rates.

Damages & Cleaning Fees

All organizations and individuals will be liable for any damages, other than normal wear and tear to equipment, furniture, meeting rooms, exhibit areas and suites by employees, delegates and/ or decorators and suppliers hire directly by your organization. Additional Cleaning fees may apply for excessive trash product left behind décor. Use of Confetti & Glitter are prohibited. In the event that glitter, confetti or other extensive décor is used a \$500 Cleaning Fee will be applied to Master.

