

Meetings / Seminars



SOUTH COUNTY • 314-638-6660
MARYLAND HEIGHTS • 314-453-9000

www.orlandogardens.com

Catering and Special Event Design

Mark your calendar for your next event!

For over 45 years the Orlando family has been serving to the needs of the St. Louis community by providing excellence in food, beverage, and special event design. We are locally owned and operated. We look forward to the opportunity to provide you and your guests the same service and commitment to detail that has given Orlando's the reputation of one of St. Louis' finest Event and Conference Centers.



Two Convenient Locations:

South County—314-638-6660
Maryland Heights—314-453-9000

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Room Rental Rates

Four Hour/Half Day Room Charges –Classroom or Theatre Style Set up (morning 7:00 am—11:00 am OR afternoon 12:00 pm—4:00 pm)

35-75 guests—	\$350
76-140 guests—	\$400
141-210 guests—	\$450
211-320 guests—	\$700
321-600 guests—	\$1,000

Full Day/9 hour Room Charges –Classroom or Theatre Style Set up (morning AND afternoon 7:00 am—4:00 pm)

35-75 guests—	\$550
76-140 guests—	\$650
141-210 guests—	\$750
211-320 guests—	\$1,200
321-600 guests—	\$2,000

Room rental rates for meetings and seminars are based on your number of guests and the amount of time required for your function. The price includes set up of your room in either a classroom or theatre style and will include any necessary linens for your classroom tables, registration tables, food or beverage service tables and any other tables necessary to conduct your meeting/seminar. Breakout rooms or addition space may require additional room charges. Some restrictions apply.

These room rental rates also apply to Trade Shows but tables and linens for trade shows are charged separately (see **Convention Services**).

Room charges do not include food and beverages but you may qualify for room charge exemptions based on your purchase of food and beverage services.

Additional space may require additional room charges.

Please consult one of our sales consultants for more information as some restrictions apply.

Please add applicable sales tax and 20% service charge to all prices.

Facility Locations and Sizes

Maryland Heights Location

2050 Dorsett Village Maryland Heights, MO 63043 314-453-9000

Venezia Ballroom: 5,550 Square Feet ♦ Florenz Ballroom: 3,950 Square Feet

*Milano Ballroom: 4,030 Square Feet ♦ Tra'via Ballroom: 2,350 Square Feet

The Venezia and Florenz Ballrooms may be combined: 9,500 Square Feet

*The Milano Ballroom may be divided:

Milano 1: 1,915 Square Feet,

Milano 2: 2,115 Square Feet

South County Location

4300 Hoffmeister St. Louis, MO 63125 314-638-6660

Venus Ballroom: 5,525 Square Feet ♦ Canova Ballroom: 3,910 Square Feet

David Ballroom: 3,579 Square Feet

(All rooms may be combined for a total of 13,014 Square Feet)

Orlando's Event and Conference Centers Policies

Services

- Our catering consultants will assist you with complete event planning services for your event.
- All events at Orlando's Event and Conference Centers include our trained and courteous staff.
- Staff is scheduled at Orlando's discretion, determined by the menu and services selected.
- Any additional staff and services desired by the client will result in additional charges.
- All events at Orlando's Event and Conference Centers include china, silverware and linens.
- Any outside vendors hired for your event must be approved by Orlando's.
- Two weeks prior to your event our catering consultants will confirm all your details to include (but not limited to) your timeline, guest count, menu, requests for additional services/rentals, and your floor plan/seating arrangements.
- Any changes made to final details less than 72 hours prior to your event may result in additional charges.
- You are allowed access to your meeting space one hour prior to your contracted starting time. Any additional time required for your set up must be arranged through our sales staff and is subject to availability.

Contracts/Deposits/Billing

- All published prices are subject to change unless under contract.
- All prices are subject to a 20% service charge and sales tax (unless exempt).
- A signed contract and deposit is required for all bookings (unless other arrangements are made). Deposits are not refundable.
- Contracts are written with a minimum guaranteed number of guests for the contracted price.
- Final minimum guest counts and all other final arrangements are required 2 weeks prior to the event date. No provisions for decreased guest counts after this date. Increases in guest count may be made 1 week prior to the event. Changes made after this date may be subject to a surcharge.
- If no guest count changes are submitted 14 day prior the final guest count will be the original contracted number.
- All events must be paid, in full, two weeks prior to the date of the event unless billing privileges have been established.
- Direct bills not paid within 30 days of receipt, will be charged an additional 1.5 % on all unpaid balances.
- Groups claiming Missouri sales tax exemption must provide official documentation to the sales office upon signing of the contract.
- Orlando's will accept cash, personal check, Mastercard, Visa and Discover cards.

Cancellation Policy

- Cancellations of events booked at Orlando's Event and Conference Centers must be made by phone **AND** by certified mail, email or fax.
- You must receive a confirmation of cancellation from our office in order to avoid any charges.
- Deposits are not refundable.
- Cancellations occurring less than 14 days prior to the event will be subject to all of the charges for the arranged event.

Convention services:

Table Linen and skirted tables:

6 foot (30"x72") - \$25 each

8 foot (30"x96") - \$25 each

Pipe and Drape booths - \$50 each

Risers/Staging 6'x8'x16" - \$25 each

Audio/Visual Services:

8 foot Tripod Screen - \$30

7.5' x 10' Fast Fold Screen with Skirt - \$100

LCD Projector with House Sound Patch - \$150

Projection Combo—\$180

(Includes LCD projector, House Sound Patch, A/V Cart and 8' Tripod screen)

House Sound Patch w/ Outside Provider of Projector- \$60

A/V Cart with Skirt - \$20

4 Channel Audio Mixer - \$35

UHF Wireless Microphone (Lavalier or Hand-held) - \$100

(one hand-held wireless may be provided at no charge)

Flipchart with Markers - \$25 each

All prices subject to change without notice unless under contract.

Please inquire about deposit requirements and payment terms

Menu Options:

All menu are based on a minimum of 35 guests.



Rise...

Breakfast

Good Morning!

Fresh Fruit Display
 Orange Juice
 Choose **three**:
 Breakfast Danish
 Miniature Muffins
 Cinnamon Streusel Cake
 Assorted Scones
 Granola Bars
 Bagels & Cream Cheese

\$12.95 per person

Smart Start!

Fresh Fruit Display
 Assorted Yogurt Cups
 with Granola
 Hard Boiled Eggs
 Orange Juice
 Choose **one**:
 Bagels & Cream Cheese
 Miniature Scones
 Miniature Muffins

\$13.95 per person

Hot Breakfast Sandwiches

Hot Ham, Egg, & Cheese
 on Ciabatta
 Or
 Hot Bacon, Egg, & Cheese
 on Ciabatta
 Or
 Hot Sausage, Egg, & Cheese
 on Ciabatta

**\$2.50 per sandwich
 (minimum of 12)**

n' Shine...

The Eye Opener!

Your choice of scrambled eggs (one):
 Three Cheese Egg Scramble
 -cheddar, Monterey Jack, & Provel cheeses

Western Egg Scramble
 -diced ham, tomato, onions red & green
 peppers with cheddar cheese

Florentine Egg Scramble
 -spinach & mushroom with Provel cheese

Your choice of breakfast meats (one):
 Smoked Bacon, Ham, or Sausage Links

With...
 Breakfast Potatoes
 Biscuits with whipped spread and jelly
 Fresh Fruit and Berry Display
 Orange Juice

\$16.95 per person

Orlando's Executive Breakfast

Your choice of Strata (one):
 Orlando's Artichoke
 & Feta Cheese Egg Strata
 Or
 Sun-dried Tomato, Spinach &
 Monterey Jack Cheese Egg Strata

Your choice of breakfast meats (two):
 Smoked Bacon, Ham, or Sausage Links.

With...
 Crème Brulee French Toast Casserole
 Breakfast Potatoes
 Fresh Fruit and Berry Display
 Orange Juice

\$19.95 per person

Great Additions...

Add one of our specialties to your breakfast:

Crème Brulee French Toast Casserole
 -slices of French bread baked in a rich custard with
 confectioner's sugar and syrup.

\$2.50 per person

County Fried Steak with Sausage Gravy
\$4.95 per person

Biscuits & Sausage Gravy
\$1.95 per person

Sausage Gravy - \$1.25 per person

Healthy Substitutes...

Trying to keep it healthy? No problem!
 Consider these substitutions...

Turkey Bacon for one of your meat choices \$1.00 per person

Egg Beaters® as an egg replacement \$1.00 per person

Box Lunches!

Classic Sandwiches & Wraps...\$12.95 each



French Pepper Beef - Razor thin sliced top round of beef with pepper jack cheese on a French baguette, garnished with lettuce and tomato.



Roast Turkey and Cheddar - Roast turkey breast with cheddar cheese on multi-grain baguette, garnished with lettuce and tomato.



Country Ham and Swiss - Shaved ham with Swiss cheese on Ciabatta bread, garnished with lettuce and tomato.



Orlando's Sub - Country ham, roast turkey, Italian salami, with American, Swiss cheeses on an artisan hoagie, garnished with lettuce and tomato.



The Harvest Sammy - Roast turkey & country ham with Swiss Cheese on a multigrain baguette, garnished with lettuce and tomato and finished with our sun dried cranberry mayo.



Bacon Club Wrap - Mixed greens, ripe tomatoes, roast turkey, country ham, and crisp bacon with mayonnaise wrapped in a tomato flour tortilla



California Wrap - Mixed greens, cucumber, tomato, artichoke hearts & provol cheese with avocado Ranch dressing in a spinach flour tortilla.



Buffalo Chicken Wrap - Spicy Chicken, Grated Provel Cheese, Diced Tomatoes, Shredded Iceberg & Romaine Lettuce, Franks Hot Sauce Ranch Dressing rolled into a Tomato Flour Tortilla

Signature Sandwiches & Wraps...\$13.95 each



Tuscan Chicken - Marinated grilled chicken breast sliced thin & topped with fresh mozzarella cheese, & Roma tomatoes on our house baked caramelized onion focaccia bread finished with basil pesto mayo



Primo Italiano - Genoa salami, roast turkey, country ham, & Italian toast beef piled on an Asiago cheese baguette, garnished with cheddar and Swiss cheeses, lettuce, ripe tomatoes, and pepperoncini, dressed with red wine vinaigrette.



Corner Office - Shaved beef seared on the grill with steak seasonings and finished with boursin cheese spread on French baguette (Kick it up a notch! Substitute shaved tenderloin -add \$1.00).



Orlando's Walnut Chicken Salad - Our special recipe, tender breast of chicken tossed with mayonnaise, Orlando's seasonings, red grapes & toasted walnuts served on a flaky handcrafted croissant.



Fiesta Steak Wrap - Seared sirloin with grilled bell peppers and onion, embellished with shredded lettuce, sour cream, & house-made guacamole on a cheddar baguette.



Mediterranean Grilled Veggie Wrap - Grilled baby Portobello mushrooms, asparagus, zucchini and yellow squash with sundried tomatoes, feta cheese, and shredded romaine lettuce, drizzled with a balsamic vinaigrette and folded into a spinach flour tortilla.

All lunches are served on a removable domed lid platter for comfortable dining and come with your choice of Orlando's handcrafted side salad and dessert .

All of Orlando's Box Lunches come garnished with our trademark Chocolate Dipped Strawberry!

★ **Minimum of FIVE like sandwiches or wraps is required.**

Side Salads & Desserts...

All Box Lunches come with your choice of Orlando's handcrafted side salad and dessert .

Sun Dried Tomato Pasta Primavera Salad - julienne veggies, broccoli florets, ripe olives and penne pasta tossed with a sun dried tomato vinaigrette

Red Skin Potato Salad - homemade red potato salad accented with hard boiled egg, chopped celery, and seasoned mayonnaise.

Fresh Fruit and Berry Medley - strawberries, cantaloupe, pineapple, honeydew, and red seedless grapes

Broccoli Cheddar Macaroni Salad - tossed with a creamy buttermilk dressing

Italian Pesto Potato Salad - fresh basil, parmesan, pine nuts, roast garlic mayonnaise

Sweet and Sour Coleslaw - fresh chopped cabbage tossed in a sweet white balsamic vinaigrette

Grilled Veggie Salad - grill seared zucchini, yellow squash, onions, mushrooms, and red bell peppers tossed in Orlando's signature Italian parmesan dressing.

Potato Chips - single serving bags

Turtle Cheesecake Mousse - Creamy cheesecake mousse parfait style drizzled with caramel and chocolate and finished with fresh pecans

Orlando's Famous Chocolate Chip Cream Cheese Brownies

St. Louis Goopy Butter Cake - scratch made with Chef Larry's secret recipe

Amaretto Cheesecake Mousse - Creamy cheesecake mousse parfait style accented with Amaretto liqueur and finished toasted almonds

Fresh Baked Chocolate Chip Cookies

...on a tight budget?

Orlando's Bargain Box!
\$10.95

Choice of sandwich:
Roast Beef & Cheddar
Turkey & Provolone
Ham & Swiss

All on house baked French baguette
garnished with lettuce and tomato.

Includes:
Condiments, Bag of Chips and a Cookie!

Simmering Soups...\$3.50

Homemade and served in individually portioned containers to conveniently add to any lunch!



Broccoli Cheddar Ale Bisque

Sharp cheddar, broccoli florets, American ale and pepper spiked croutons

Hearty Chicken Noodle

Tender chicken, garden veggies, and egg noodles in a rich roasted chicken broth

Potato & Apple Wood Smoked Bacon

Idaho potatoes with a bit of cream topped with crispy apple wood smoked bacon

Authentic Italian Minestrone

Fresh veggies, analetti pasta, beans, beef, fresh Basil, in rich beef broth

Roasted Red Pepper and Tomato

Roasted red peppers stewed with plum tomatoes and spices

New England Clam Chowder

Clams and potatoes in creamy sherry bisque

Fresh Salads...11.95



***Chopped Chef Salad** ~ Diced turkey, ham, bacon, tomato and egg, with shredded cheddar on a bed of Iceberg & Romaine lettuce. Buttermilk herb Ranch dressing



***Orlando's Café Salad** ~ Artichoke hearts, green onions, diced red pepper, & provolone cheese on mixed greens with Orlando's creamy anchovy red wine vinegar dressing (Add chicken: \$1.00)



***Big Fat Greek Salad** ~ Mixed greens, Kalamata olives, feta cheese, tomatoes, roasted red peppers, cucumbers, red onion, lemon herb vinaigrette (Add chicken: \$1.00)



***Buffalo Crispy Chicken Salad** ~ Crispy fried chicken, cheddar cheese, sliced avocado, tomatoes, crunchy tortilla ribbons with Frank's Red Hot sauce/Ranch dressing



***Classic Chicken Caesar** ~ Chopped romaine, aged parmesan cheese, garlic herb croutons, Roma tomato wedges, with creamy Caesar dressing



Harvest Salad ~ Mixed greens with sliced apples, toasted walnuts, fresh sliced strawberries, and raisins with honey apple vinaigrette (Add chicken: \$1.00)



Antipasto Salad ~ Mixed greens with ripe tomatoes, salami, black and green olives, Monterey jack cheese, drizzled with extra virgin olive oil and balsamic vinegar



Limoncello Salad ~ Romaine lettuce, grilled salmon, dried cranberries, feta cheese with a Limoncello vinaigrette



Fresh Fruit and Yogurt ~ Sliced seasonal fruit and berry display with a cup of vanilla yogurt, and granola topping on the side

All Salads served with an Artisan Roll and Choice of Dessert.

*** Try these salads in a Tortilla Wrap!**

"Out-of-the-Box" Lunches!

The best of both worlds! Present a savory selection of sandwiches, soups, & salads as a BUFFET & give your guests more choices!

The Chairman's Choice \$13.95 per person

Choose 3 Signature Sandwiches/Wraps:

**Tuscan Chicken
Primo Italiano
Fiesta Steak
Chicken Walnut Salad
Mediterranean Grilled Veggie Wrap
Corner Office**

The Boardroom Buffet \$12.95 per person

Choose 3 Classic Sandwiches/Wraps:

**French Pepper Beef
Roast Turkey & Cheddar
Country Ham & Swiss
Orlando's Sub Sandwich
The Harvest Sammy
Bacon Club Wrap
California Wrap**

Sandwiches/Wraps are cut in half & displayed on trays so guests can mix and match!

Choose 2 accompaniments...

Homemade Soups:

**Broccoli Cheddar Ale Bisque • Hearty Chicken Noodle •
Authentic Italian Minestrone • Potato & Apple Wood Smoked Bacon •
Roasted Red Pepper & Tomato • New England Clam Chowder**



Fresh Salads:



**Italian Garden Salad
Classic Caesar Salad
Red Skin Potato Salad
Fresh Fruit Medley**

**Italian Pesto Potato Salad
Sweet & Sour Coleslaw
Potato Chips
Grilled Veggie Salad**

**Sun Dried Tomato Oregano Pasta Primavera Salad
Broccoli & Cheddar Macaroni Salad**

Includes:

**Cookie and Chocolate Chip Cream Cheese Brownie Tray
All China, Silverware, Linens and Condiments**

Buffet Lunches!

Orlando's Chicken Salvatore

Tender chicken breast breaded in Italian bread crumbs and parmesan cheese, topped with our famous Italian tomato salsa infused with fresh basil and garlic.

Accompanied by...
 ~Fettuccini Alfredo
 ~Italian Green Beans
 ~Caesar Salad
 ~Artisan Rolls and Butter

Tilapia Buerre Blanc

Sautéed tilapia topped with lemon fennel Burred blanc

Accompanied by...
 ~Orzo with Roasted Red Peppers and Ripe Olives
 ~Seasonal Veggie Medley
 ~Orlando's Harvest Salad with apples, walnuts, strawberries, and honey apple vinaigrette
 ~Artisan Rolls and Butter

Chicken Roma

Tender breast of chicken stuffed with sun dried tomatoes, fresh leeks, and prosciutto ham sliced and ladled with thyme cream sauce.

Accompanied by...
 ~Asiago and Herb Risotto
 ~Seasonal Veggie Medley
 ~Orlando's Café Salad with artichoke hearts and creamy anchovy based Italian dressing
 ~Artisan Rolls and Butter

Beef Bordelaise

Roast top round of beef with cabernet bordelaise sauce infused with sautéed mushrooms and julienne sweet onions.

Accompanied by...
 ~Au Gratin Potatoes
 ~Grilled Seasonal Veggies
 ~Classic Caesar Salad with homemade garlic herb croutons
 ~Artisan Rolls and Butter

Apple Wood Smoked Beef Brisket

Thinly sliced and nestled in our handcrafted sweet and smoky barbecue sauce.

Accompanied by...
 ~Red Skin Potato Salad
 ~Sweet Corn Soufflé
 ~Cucumber Tomato Salad
 ~Artisan Rolls and Butter

Pomegranate Cranberry Chicken

Grilled chicken breast topped with a tangy pomegranate glaze & finished with dried cranberries.

Accompanied by...
 ~blend of Brown Rice, Black Pearl Barley, and Diakon Radish Seeds
 ~Long Green Beans & Parisian Carrot
 ~Big Fat Greek Salad
 ~Artisan Rolls and Butter

Beef Modiga

Italian Beef in Seasoned Bread Crumbs topped with Provel Cheese, Chopped Bacon, Sliced Mushrooms and Lemon White Wine Sauce.

Accompanied by...
 ~Ratatouille and Gnocchi Marinara
 ~Orlando's Café Salad with artichoke hearts, red peppers and creamy anchovy based Italian dressing
 ~Artisan Rolls and Butter

Orlando's Homemade Lasagna

Seasoned beef, ricotta & Provel cheeses baked in Orlando's marinara sauce

OR

Vegetarian Lasagna

Zucchini, yellow squash, baby spinach, mushrooms, ricotta and Provel cheeses baked in Orlando's marinara sauce.

Accompanied with...
 ~Caesar Salad
 ~Garlic Breadsticks

All Buffets

\$14.95 per person

(add an additional entree for \$2.00 per person)

Price based on a minimum of 35 guests. Includes china, silverware and linens., set up clean up and all service staff.



Grilled Salmon

Flame grilled salmon fillet brushed with herb infused olive oil.

Accompanied by...
 ~Twisted Gourmet Mac and Cheese with Asiago, Parmesan and Provel cheeses and a touch of chardonnay
 ~Grilled Vegetable Display
 ~Artisan Rolls and Butter

\$18.95 Per Person

Americana Menu

Get Back to Basics with Orlando's Home Cookin' Menus.

"Comfort Food " at a "Comfort Price"!

Choose 1 Entrée:

Mom's Meatloaf—select cuts of beef including tenderloin, finished with molasses tomato sauce

Southern Fried Chicken— tossed in our special seasonings and fried until golden

All American Pot Roast— boneless beef chuck simmered until tender in a rich beef gravy

Roast Turkey and Gravy— hand pulled white and dark meat turkey, ladled with fresh pan gravy

BBQ Pork Steak—flame grilled St. Louis style with our own sweet n' smoky sauce

Dressing Stuffed Boneless Pork Chop—boneless loin chop with stuffing, and rosemary gravy

(add a 2nd entrée for \$2.00 per person)

Choose 2 Sides:

Italian Garden Salad

Ambrosia Salad

Redskin Potato Salad

Creamy Cole Slaw

Home Style Green Beans w/ Bacon and Onion

Buttered Whole Kernel Corn with Peppers

Brown Sugar Baby Carrots

Macaroni and Cheese

Mashed Potatoes and Gravy

Pan Fried Potatoes

Sweet Potatoes

Bread Stuffing with Gravy

Butter parsley Potatoes

(add a 3rd side dish for \$1.00 per person)

Includes:

Fresh Baked Yeast Rolls and Butter

Chocolate Chip Cream Cheese Brownies and Assorted Cookies Tray

China, Silverware and Linens

\$12.95 *Per Person*

*Includes one healthy serving of each item per person.
For hungrier appetites order additional servings.*

Quench it!

*All beverages come with disposable cups and condiments (where needed).
Coffee, Ice Tea, and Lemonade are packaged in disposable thermos. Ice included for cold beverages*

Assorted Sodas ~ canned Pepsi, Diet Pepsi, and Sierra Mist.....	\$2.00 ea.
St. Louis' Fitz's Root Beer (4btl.).....	\$11.00
Bottled Water.....	\$1.75 ea.
Propel Zero Vitamin Water (6btl.).....	\$18.00
Bottled Juices ~ Orange, Cranberry, Apple, or Grapefruit.....	\$2.00 ea.
Snapple Flavored Iced Teas (6btl.).....	\$21.00
Red Bull (6 cans).....	\$24.00
Iced Tea or Lemonade Per gallon (3 gallon min.).....	\$18.00
Columbian Roast Coffee-Regular or Decaf Per gallon (3 gallon min.).....	\$18.00

Take Five!

Great treat ideas for your meeting breaks to give your guests a little pick-me-up!

By the Dozen...

(minimum 2 dozen)

Fruit Kabobs ~ Skewered honeydew, cantaloupe and strawberry.....	\$25.95 per dozen
Chocolate Dipped Strawberries	\$11.95 per dozen
Assorted Fresh Baked Cookies ~Chocolate Chip, Oatmeal Raisin, and Sugar Cookies.....	\$8.95 per dozen
Tollhouse Cookies ~ scratch made in our kitchen with the original recipe.....	\$11.95 per dozen
Mini Cup Cakes ~ Carrot Spice with Cream Cheese Frosting and Chopped Walnuts, Chocolate Espresso with Dark Chocolate Frosting, and Cappuccino with Vanilla Bean Frosting.....	\$13.95 per dozen
Orlando's Chocolate Chip Cream Cheese Brownies	\$13.95 per dozen
St. Louis Goopy Butter Cake	\$13.95 per dozen
Rice Krispie Treats	\$13.95 per dozen

By the Tray...

Healthy Combo ~ Granola Bars and Energy Bars with fresh whole seasonal fruit (serves 12).....	\$54.75
Fresh Crudité's Display ~ fresh cut vegetables; yellow squash, zucchini, mushrooms, cauliflower, broccoli, red and green bell pepper, and grape tomatoes. Served with red pepper and buttermilk ranch dips (serves 25-35).....	\$35.95
Orlando's Cheese and Summer Sausage Display ~ Monterey Jack cheese, sharp cheddar and jalapeno Jack cheese paired with Cervelat summer sausage, accompanied by a cracker assortment (serves 25-35).....	\$50.95
Tortilla Chips and Salsa ~ Crispy tortilla chips with our house-made Pico de Gallo (serves 24-35)	\$20.95
House Made Potato Chips ~ Your choice of pineapple salsa or French onion dip (serves 25-35)	\$20.95