



Embassy Suites by Hilton Albuquerque Hotel & Spa: 2018

1000 Woodward Place NE

Albuquerque, NM 87102

505.245.7100

albuquerque.embassysuites.com

EVENTS

EVENTS

event planning



All Day Meeting Packages Options 1 & 2 \$69 PP

Includes: 1-Screen / LCD Projector, AV Cart, Extension Cord, Power Strip, Podium, Handheld Microphone, Basic Sound System, Easel & Flipchart, Bottled Waters at Podium for Presenter

Continental

Starbuck's Coffee, Tazo Tea, Bottled Fruit Juices Seasonal Fruit & Berries Display Assorted Muffins Cinnamon Rolls & other Breakfast Pastries, Breakfast Burritos with Scrambled Eggs, Potatoes, Sausage, Cheddar Cheese & Local New Mexico Green Chile

Mid-Morning Break

Refresh Starbuck's Coffee, Tazo Tea, Assorted Coca Cola Products & Bottled Water, And Assortment of Breakfast Breads, Scones

Lunch Buffet Option #1 | Mixed Baby Greens with an Assortment of Dressings, Pasta Salad, Ham, Turkey, Chilled Grilled Chicken Breast, Tuna Salad, Swiss, Cheddar, Pepper Jack Cheeses, Lettuce, Sliced Tomatoes, Pickle Spears, Gourmet Breads & Buns, Homemade Seasoned Potato Chips, Seasonal Whole Fruit Bowl & Fresh Baked Cookies & Brownies

Lunch Buffet #2(Served in Waterfall Atrium) | Soup du jour, tossed salad with selection of accompaniments, build your own sandwiches, chef's choice hot entree selection, starch and seasonal vegetable, rolls & butter, dessert bar, iced tea & coffee service

Afternoon Break | Refresh Starbuck's Coffee, Tazo Tea, Assorted Coca Cola Products & Bottled Water, Add Seasonal Fresh Fruit Display with Honey Yogurt Dipping Sauce, Granola & Energy Bars, House Made Trail Mix, Fresh Cut Vegetable Display with French Onion Dip
Refresh Starbuck's Coffee, Tazo Tea, Assorted Soft Drinks

Continuous Beverage Service | 1:00 pm – 5:00 pm
bottled water & assorted soft drinks
Starbuck's coffee (regular & decaf)
specialty tea selections

Meeting Space | general session based on standard setup
Plated Options Available for additional charge of \$9.95 Per Person

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EVENTS

Event Planning (cont.)

Meeting Planner Option 3 \$39 PP

(There is no minimum for this package)
3 Course Plated Lunch Menu Options (All Categories)

Meeting Space | General Session bases on standard setup

Audio/Visual | Screen, Powered a/v cart, extension cord, power strip, standing or tabletop podium with wired handheld microphone, easel & flipchart

Option 4 \$34 PP

(There is no minimum for this package)
2 Course Plated Lunch Menu Options
(Categories 1 & 2 only)

Meeting Space | General Session bases on standard setup

Audio/Visual | Screen, Powered a/v cart, extension cord, power strip, standing or tabletop podium with wired handheld microphone, easel & flipchart

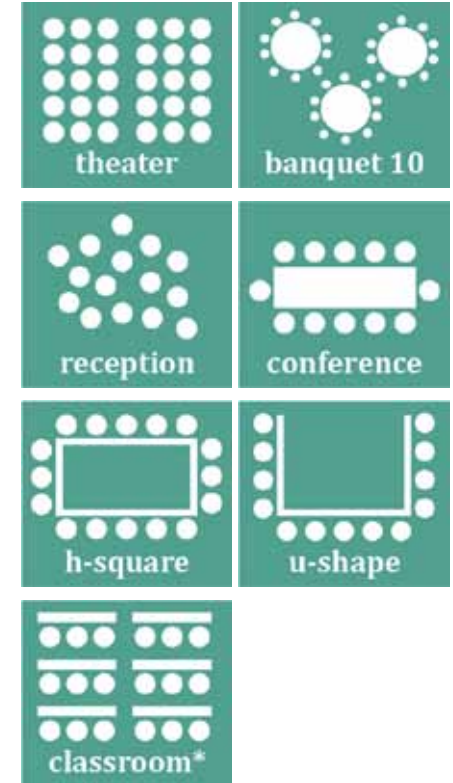


EVENTS

meeting rooms

room name	total sq. ft.	room size	ceiling ht.
Sandia I	988	26' x 38'	18'
Sandia II	988	26' x 38'	18'
Sandia III	988	26' x 38'	18'
Sandia I, II, III	3,002	79' x 38'	18'
Sandia IV	3,002	79' x 38'	18'
Sandia V	3,002	79' x 38'	18'
Sandia VI	988	26' x 38'	18'
Sandia VII	988	26' x 38'	18'
Sandia VIII	988	26' x 38'	18'
Sandia VI, VII, VIII	3,002	79' x 38'	18'
Sandia Ballroom	12,008	152' x 79'	18'
Sierra I	1,274	26' x 49'	14'
Sierra II	1,274	26' x 49'	14'
Sierra III	1,274	26' x 49'	14'
Sierra Jr. Ballroom	3,874	79' x 49'	14'
Ocotillo II	1,320	44' x 30'	12'
Ocotillo I	1,092	39' x 28'	12'
Pinon	459	27' x 27'	12'
Agave	513	27' x 19'	12'
Sage	Fixed	seating for	12
La Ventana	3,312	48' x 69'	12'

Suggested Set-Ups



meeting space info

- Over 30,000 square feet of flexible meeting/banquet space.
- Largest single room capacity serves 1,500 attendees.
- Fully equipped with the latest technology including high-speed internet access.