



18525 36th Avenue South Seattle, WA USA 98188

Phone: (206) 901-9268 - Fax: (206) 901-9269

Banquet Event Order

BEO #: 3426

Page: 1 of 2

Printed: 1/12/2017 10:32 am

Account: NHRMA Post As: NHRMA Address: 16602 River Heights Loop Eagle River, AK 99577 <i>1680 Moss Creek Ave. Anchorage, AK 99507</i>	Event Date: Friday, January 27, 2017 Contact: Ms. Nancy Miller Phone: (907) Email: nancy.miller@realaska.com OnSite Contact: <i>resalaska.com</i>
Folio #: 315761 Maestro Bkg #: Payment:	Group Res #: 216257 Confirmation #: 26853 Revenue Code: Banquet
Booked By: Shanae Elquist Catering Mgr: Shanae Elquist	

All pricing is inclusive and exempt from service charge. Pricing is subject to current WA State Sales Tax.

Time	Room	Function	Setup	AGR	GTD	SET	Rental
12:00 PM - 1:00 PM	Tamarack Hall	<i>in room</i> Lunch Buffet	Rounds	15			
1:00 PM - 5:00 PM	Brightwood Board Room	Meeting	Conference	15			
1:00 PM - 5:00 PM	Brightwood Board Room	PM Break	Existing	15			
6:00 PM - 7:00 PM	Tamarack Hall	Dinner Buffet	Rounds	15			

Menu Selections

Serve: 1:00 PM to 5:00 PM Room: Brightwood Board Room

CMP Afternoon Break

Serve: 1:00 PM to 5:00 PM

Package Break CMP

Serve: 6:00 PM to 7:00 PM Room: Tamarack Hall

CMP Dinner Buffet

Serve: 6:00 PM to 7:00 PM

Chef's Choice Dinner Buffet

Beverage Selections

Setup Requirements

15 CMP Half Day w Dinner(s) @ \$115.00 per person

Event: 1:00 PM to 5:00 PM Room: Brightwood Board Room

15 SET UP

Standard Set (pad, pen, mints, water service)

SETUP- Brightwood, Meeting & Breaks

Conference table set for (15)

Standard set

Water service on table

PM Break set in room

SETUP- Tamarack, Dinner

(3) Rounds of 5 w/ white linen, house flowers, candles

Standard buffet dinner set

Set shoji screens to make it a semi private space; Buffet is shared

Audio Visual Requirements

Event: 1:00 PM to 5:00 PM Room: Brightwood Board Room

LCD Projector / Monitor

HDMI Audio/Video Connection

Power

Screen

Post-It Note Flip Chart

Wi-Fi

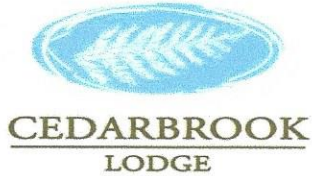
Guarantees & BEO signature confirmations are due 3 business days prior to the event start date. If a guarantee number is not received, the agreed number will be set as the guarantee number.

Nancy Miller 1/18/17
 Organization Authorized Signature Date

Hotel Representative Signature Date

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HDMI connection on table

Miscellaneous

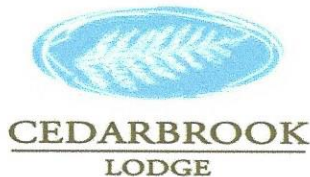
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Folio #: 315761 Maestro Bkg #: Payment:	Group Res #: 216257 Confirmation #: 26853 Revenue Code: Banquet
Booked By: Shanae Elquist Catering Mgr: Shanae Elquist	

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Time	Room	Function	Setup	AGR	GTD	SET	Rental
7:00 AM - 8:00 AM	Tamarack Hall	Breakfast Buffet	Rounds	15			
8:00 AM - 5:00 PM	Brightwood Board Room	Breaks	Existing	15	16		
8:00 AM - 5:00 PM	Brightwood Board Room	Meeting	Conference	15	16		
12:00 PM - 1:00 PM	Tamarack Hall in room	Lunch Buffet	Rounds	15	16		

Menu Selections

Serve: 7:00 AM to 8:00 AM Room: Tamarack Hall
CMP Breakfast Buffet
 Serve: 7:00 AM to 8:00 AM
 Breakfast Buffet

Serve: 8:00 AM to 5:00 PM Room: Brightwood Board Room
CMP All Day Break
 Serve: 8:00 AM to 5:00 PM
 Package Break CMP

Serve: 12:00 PM to 1:00 PM Room: Tamarack Hall in room
CMP Lunch Buffet
 Serve: 12:00 PM to 1:00 PM
 Chef's Choice Lunch Buffet

Beverage Selections

Setup Requirements

15 CMP Full Day w Lunch(s) @ \$132.00 per person
 Event: 8:00 AM to 5:00 PM Room: Brightwood Board Room
 15 SET UP
 Standard Set (pad, pen, mints, water service)

SETUP- Brightwood, Meeting & Breaks
 Conference table set for (15)
 Standard set
 Water service on table
 AM & PM Break set in room
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SETUP- Tamarack, Lunch
 Existing set
 Reserved signs on tables

Audio Visual Requirements

Event: 8:00 AM to 5:00 PM Room: Brightwood Board Room
 LCD Projector / Monitor
 HDMI Audio/Video Connection
 Power
 Screen
 Post-It Note Flip Chart
 Wi-Fi

HDMI connection on table

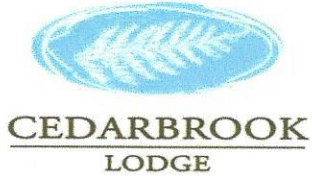
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