



H A W O R T H

Inn & Conference
Center

Beverages

Regular and Decaffeinated Coffee and Hot Tea

1.75

Cold Drinks

Iced tea, assorted canned sodas, bottled water, fruit juice

1.50

Sparkling White or Red Grape Juice

Approximately five glasses per bottle

6.50 *per bottle*

Punch Bowl

1.95 *per person*

Includes premium mixed nuts and mints

*Please add 18% service charge and 6% state sales tax to all food and beverage items
Prices valid through April 30, 2005*

Located on the campus of Hope College in downtown Holland
225 College Avenue, Holland, MI 49423 616-395-7200 or 800-903-9142 FAX: 616-395-7151
www.haworthinn.com



H A W O R T H

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Breakfast Menu

Classic Breakfast Buffet

For groups of 25 or more

Assorted pastries, fruit salad, cereal, scrambled eggs,
scallion hash browns, almond French toast, choice of breakfast meat,
assorted juices and freshly brewed coffee

9.50

Traditional Breakfast

A plated breakfast with freshly baked muffins, fruit cup,
scrambled eggs, scallion hash browns, choice of breakfast meat,
assorted juices and freshly brewed coffee

8.75

Almond French Toast

Cinnamon swirl bread with a hint of almond, fruit cup, choice of
breakfast meat, assorted juices and freshly brewed coffee

8.25

Continental Breakfast

An abundance of fresh baked goods served with assorted cereal,
selection of juice, seasonal sliced fruit, hard cooked eggs, and freshly brewed coffee

5.50

add Dutch pigs-in-the-blanket or mini quiche

\$1.50 per person

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H A W O R T H

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Brunch Buffet

Requires a minimum guarantee of 50 people

Includes:

Fresh Fruit Salad
Hash Brown Potatoes
Almond French Toast
Bacon or Sausage Links
Seasonal Fresh Vegetable
Bakery Fresh Muffins and Pastries
Coffee, decaf and assorted fruit juices

Choice of one egg entrée:

Scrambled Eggs
Quiche Lorraine
Scrambled Eggs with Ham & Cheese
Egg Casserole with Hash Brown Crust

Choice of one entrée:

Shaved Pork Loin and Wild Rice
Roast Beef with Au Jus and Garlic Mashed Potatoes
Roasted Turkey with Cranberry Relish and Dressing
Baked Virginia Ham with Golden Pineapple Glaze and Au Gratin Potatoes

14.95 per person

Add a Touch of Elegance with a Carving Station

Pork Loin
Roast Beef with Au Jus
Roasted Turkey Breast with Cranberry Relish
2.95 per person

Add a Dessert Table with Cheesecakes and Tortes

2.95 per person

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Grand Brunch Buffet

Requires a minimum guarantee of 50 people

Includes:

Hash Brown Potatoes, Almond French Toast
Bacon, Sausage, or Ham
Seasonal Fresh Vegetable
Choice of Two Chef's Specialty Salads
Bakery Fresh Muffins, Pastries and Rolls
Sparkling Non-Alcoholic Punch Bowl, Coffee, Decaf, & Assorted Fruit Juices

Choice of one entrée:

Seafood Newberg
Penne Vegetable Gratin
Beef Tenderloin Tips & Pasta
Shaved Pork Loin & Wild Rice
Stir Fry Chicken with Rice Curry
Chicken a la King & a Pastry Shell
Boneless Chicken Breast & Wild Rice

Choice of one egg entrée:

Scrambled Eggs
Quiche Lorraine
Scrambled Eggs with Ham & Cheese
Egg Casserole with Hash Brown Crust

17.95 per person

Add a Touch of Elegance with a Carving Station

Pork Loin
Roast Beef with Au Jus
Roasted Turkey with Cranberry Relish

2.95 per person

Add a Dessert Table with Cheesecakes and Tortes

2.95 per person

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Refreshment Breaks

Served in our Break Area. An additional fee will apply to have refreshment breaks set up in your meeting room.

Continental Breakfast

An abundance of fresh baked goods served with assorted cereal, selection of juice, seasonal sliced fruit, hard cooked eggs, and freshly brewed coffee

5.50

add Dutch pigs-in-the-blanket for \$1.50 per person

Conference Break

Includes freshly brewed coffee, tea, cans of soda and juice, fresh fruit, and a variety of salty and sweet snacks

4.95

Veggies & Cheese Break

Crisp, fresh vegetables with a creamy ranch dip accompany a platter of assorted sliced cheeses with crackers. Served with coffee, and assorted cold beverages.

5.25

Ballpark Break

Popcorn, warm, soft cheese filled pretzel sticks, roasted peanuts in the shell, mini hot dogs with assorted condiments, and soft drinks

5.95

Shortcake Break

Fresh, crumbly shortcake with an assortment of fruit toppings including crushed fresh strawberries, whipped cream, vanilla ice cream, lemonade, & iced tea

5.50

Quick Break

Choose either fresh baked cookies or muffins with coffee, hot tea, and soft drinks

2.95

Beverage Break

A variety of beverages including freshly brewed coffee, hot tea, lemonade, iced tea, soft drinks and bottled water

1.95

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Luncheon Buffets

Available for groups of 25 or more

Includes beverage

Classic Choice Buffet

Three of our freshly made seasonal salads and a tureen of homemade soup followed with bakery fresh breads and rolls, trays of natural cheeses and premium deli meats, and house-made kettle chips

10.95 per person

Add to our Classic Choice buffet

sautéed fresh vegetables, wild rice, oven baked chicken breast or shaved pork loin

13.45 per person

Haworth Picnic

Homemade potato salad, vegetable slaw, and seedless watermelon along with grilled bratwurst, beef hotdogs, grilled quarter pound hamburgers, petite corn on the cob, baked pork and beans, and house made potato chips

12.95 per person

Taste of Italy

Start with an antipasto platter, Caesar salad, and hot garlic bread. Add homemade meat lasagna, penne vegetable gratin, and sautéed green beans with portobello mushrooms

12.95 per person

South of the Border

Tossed salad, fresh fruit salad, and tri-colored tortilla chips with salsa along with chicken fajitas, warm flour tortillas with toppings, refried beans, Spanish rice, and warm black bean and salsa bread

12.95 per person

Soup and Baked Potato Bar

A tureen of homemade soup with freshly baked rolls, tossed salad, and jumbo baked Idaho potatoes with a variety of your favorite toppings

9.95 per person

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Lunch Menu

Salads

Accompanied with chef's choice of bakery fresh rolls and beverage

Add Soup du jour to any salad selection for \$1.95

Honey Cashew Chicken Salad Plate

An array of fresh, seasonal melons and berries served with our own honey cashew chicken salad nestled in a tomato cup. Includes petite croissants and assorted muffins

10.95

Southwestern Chicken Salad

Crunchy romaine lettuce topped with charbroiled chicken, cheddar cheese, tomatoes, black olives, red onions, black beans and corn salsa topped with crispy tortilla strips.

Served with our own salsa ranch dressing

9.95

Napoli Salad

A blend of romaine, iceberg, and radicchio salad greens with red, yellow, and green bell peppers, red onions, black olives, sliced pepperoni, and freshly grated Parmesan cheese. Topped with Italian breaded turkey medallions and finished with tomato-basil vinaigrette.

Served with herbed bread sticks

9.95, without turkey 8.95

Sizzlin' Salad Buffet

Three greens—romaine, iceberg, and gourmet mixed greens—are accented with two sizzlin' toppings of sliced chicken breast and sautéed vegetables. Finish off with an assortment of dressings, and traditional salad bar toppings. Served with bakery fresh rolls

10.95

California Avocado, Citrus, and Rock Shrimp Salad

Tender rock shrimp set atop mixed greens and garnished with freshly sliced avocado, orange and grapefruit segments. Served with a honey orange poppy seed vinaigrette

10.95

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Lunch Menu

Sandwiches

*Accompanied with chef's choice of side salad, house made kettle chips and beverage.
Add soup du jour to any selection \$1.95*

Deli Wrap

Three to choose from or sample each on a combo plate!
Ham and Swiss cheese on a spinach tortilla with Dijon mustard
Roast beef and cheddar on a tomato tortilla with sun dried tomato mayonnaise
Turkey and provolone on a whole-wheat tortilla with cranberry relish
combo plate features a petite serving of all three varieties
9.25

B.L.T. Wrap

Premium applewood smoked bacon, shredded lettuce and fresh tomato with
sun-dried tomato mayonnaise, rolled together in soft flat bread
9.25

Bistro "Skyscraper" Sandwich

Thinly sliced roasted turkey, Virginia ham, roast beef, applewood smoked bacon, havarti dill
cheese along with leaf lettuce, and sliced tomato. Served on hearty eight-grain bread
9.95

Haworth Club Sandwich

The House Specialty

Virginia smoked ham, thinly sliced roasted turkey breast, bacon, leaf lettuce, sliced tomato,
and creamy Dijon mayonnaise. Served on grilled foccacia bread
9.25

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Sandwiches

Accompanied with chef's choice of side salad, house made kettle chips and beverage.

Add soup du jour to any selection \$1.95

Pulled Pork Sandwich

Very tender and lightly seasoned roasted pork with a hint of barbeque, served on a freshly baked Kaiser roll with house-made potato chips

9.50

Italian Panini

Thinly sliced Virginia ham, pepperoni, and roasted turkey breast with lightly smoked provolone cheese and marinated vegetable relish, served on grilled Italian flat bread

9.25

Boursin Chicken Sandwich

Marinated breast of chicken served on a sun-dried tomato foccacia roll with garlic-herb boursin and allouette cheeses, garnished with lettuce, tomato and onion

9.55

Monte Cristo

A classic! Thinly sliced Virginia baked ham, and roasted turkey breast with Swiss and American cheeses, served on thickly cut bread, dipped in egg and grilled

9.50

Cheesesteak Sandwich

Thinly sliced rib-eye steak grilled with fresh peppers and onions and topped with mozzarella and provolone cheeses, served on a toasted club roll

9.95

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Lunch Menu

Entrees

All entrees are served with soup or salad, bakery fresh rolls, and beverage.

Chicken Italiano

Garlic parsley linguini topped with a lightly seasoned chicken breast, fresh mushrooms and zucchini, finished with marinara sauce and served with garlic bread

9.95

Cashew Chicken Stir Fry

Chicken tenderloins sautéed with fresh broccoli buds, water chestnuts, baby corn, celery, green onions, and freshly roasted cashews.

Served over your choice of fried rice or jasmine rice

9.95

Turkey Tortellini

Sliced turkey medallions tossed with fresh spinach, red onions, oyster mushrooms, and tri-colored cheese tortellini finished with a creamy sun-dried tomato sauce

9.95

Stuffed Portobella Mushroom

Jumbo portabella mushroom cap stuffed with an array of fresh vegetables and topped with melted havarti dill cheese.

Served over a bed of linguini pasta that has been lightly tossed with marinara sauce

9.95

Herbed Ravioli

Sun dried tomato ravioli with fresh asparagus tips, sautéed portobello mushrooms, and freshly grated parmesan cheese, finished with a trio of traditional sauces and served with garlic bread

9.95

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Hors d'oeuvres
Cold hors d'oeuvres

Prosciutto Wrapped Melon

Assorted seasonal melon wedges wrapped in Italian Parma Prosciutto Ham
1.50 each

Goat Cheese Torte

Mild Chavrie and Feta Cheeses layered with sun-dried tomatoes, roasted garlic cloves, toasted pine nuts and basil pesto. Served with sliced baguette
65.00 (serves 50)

Antipasto Platter

Sliced fresh mozzarella cheese, roma tomato and fresh basil drizzled with balsamic vinegar along with marinated artichoke hearts, Kosher beef salami, Kalamata olives, & roasted garlic cloves
95.00 (serves 50)

Petite Croissant Finger Sandwiches

Mini croissants filled with an assortment of chicken, egg & tuna salads
1.95 each

Imported and Domestic Cheese Tray
125.00 (serves 50)

Fresh Fruit Kabobs with Yogurt Dip
1.25 each

Garden Fresh Vegetable Tray
100.00 (serves 50)

Premium Mixed Nuts
1.50 per person

Baked Pita Chips with Hummus
50.00 (serves 50)

**Almond Filled Wheel of Brie with
Crustini Display**
75.00 (serves 50)

**Tri-Colored Tortilla Chips
with Fresh Pico de Gallo**
50.00 (serves 50)

Bruschetta with Marinated Vegetables
1.25 each

Jumbo Shrimp Cocktail
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Hors d'oeuvres

Hot hors d'oeuvres

Seafood Stuffed Mushrooms

1.75 each

Bourbon Pecan BBQ Riblets

1.95 each

Vegetarian Stuffed Mushrooms

1.50 each

Authentic Dutch Pigs-in-the-Blanket

1.50 each

Sweet and Tangy Meatballs

1.00 each

Chicken and Cheese Quesadillas

1.50 each

Miniature Deli-Style

Rueben Sandwiches

1.95 each

Beef or Chicken Sate

with Thai peanut sauce

1.75 each

Petite Maryland Crab Cakes

with honey jalapeno sauce

1.75 each

Cheesy Garlic Bread

served with marinara sauce

1.25 each

Carved Hors d'oeuvres Stations

Includes carving fee

Sliced Whole Beef Tenderloin

Mini buns, horseradish sauce and stone ground mustard

Serves 50

Market Price

Baked Virginia Ham

Mini buns, ground honey mustard, Dijon mustard & mayonnaise

Serves 75

150.00

Whole Breast of Turkey

Mini buns, mayonnaise and cranberry relish

Serves 50

125.00

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Dinner Buffet

Requires a minimum guarantee of 50 persons

Three Chef's specialty salads

Bakery fresh rolls

Choice of three accompaniments:

Potato, rice, pasta, & seasonal fresh vegetable

Coffee, decaf, lemonade and iced tea

Select two of the following entrees:

Orange Roughy

Pesto Pesto Chicken

BBQ Baby Back Ribs

Mango BBQ Turkey

Beef or Vegetable Lasagna

Stuffed Greek Chicken Breast

Sliced Roast Beef with Mushroom Sauce

Sliced Turkey Breast with Giblet Gravy

Roasted Chicken Dijonaise over Yellow Rice

Sliced baked Virginia Ham with Golden Pineapple Glaze

Roast Pork Loin with Caramelized Onion and Apple Marmalade

Citrus Soy Chicken with Cranberry Relish served over White Rice

18.95 per person

Add a touch of elegance; have a third entrée carved at the buffet:

Prime Rib

Market Price

Hickory Smoked Ham

2.95 per person

Beef Tenderloin

Market Price

Roasted Turkey Breast

2.25 per person

Chef Seasoned Roast Beef, au jus

2.95 per person

Carved Prime Rib of Pork

2.95 per person

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H A W O R T H

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Theme Buffets

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Taste of the Orient

Napa Cabbage Salad
Fresh Fruit Salad
Fresh Bakery Rolls
Vegetarian Egg Roll with Hot Mustard
Teriyaki Glazed Stir-Fry Vegetable
Szechwan Orange Beef
Sweet & Sour Chicken
Fried Rice
Fortune Cookies
\$17.50 per person

Western Cook Out

Marinated tomato and cucumber salad
Mixed Greens with choice of dressing
Apple and pear Waldorf salad
Warm cornbread and butter
Honey mustard glazed chicken breast
Barbequed baby back ribs
Whipped sweet potato casserole
Fresh green beans with toasted pecans
\$17.50 per person

*If you have a theme you would like us to customize, please let us know.
Our Certified Executive Chef would be happy to help you plan your buffet.*

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Dinner Menu

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beverage and chef's appropriate accompaniments*

Poultry

Pesto Pesto Chicken

Boneless chicken breast stuffed with basil pesto, Proscuitto ham and fresh grated Parmesan cheese with sun-dried tomato pesto sauce. Served with wild mushroom risotto and a roasted Parmesan tomato
14.95

Boursin Chicken

Boneless chicken breast stuffed with garlic herbed boursin cheese and fresh asparagus tips, and roasted red pepper coulis. Served with basil angel hair pasta and fresh broccoli crown
14.95

Mango BBQ Turkey

Grilled turkey medallions brushed with homemade BBQ sauce, fresh mangos and red peppers. Served with loaded mashed potatoes and sautéed fresh green beans topped with haystack onions
15.25

Pretzel Crusted Chicken

Boneless chicken breast stuffed with honey-baked ham, Gruyere cheese, and baked in a pretzel crumb crust. Served with herb roasted new potatoes and fresh vegetables
15.25

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Poultry

Chicken Dijonaise

Lightly dusted chicken breast served with shitaki mushrooms, wild leeks and a mild dijonaise sauce. Served with yellow rice and fresh vegetables

14.95

Citrus-Soy Chicken

A roasted boneless chicken breast marinated in a tangy soy sauce served with cranberry relish, jasmine rice and fresh vegetables

14.95

Stuffed Greek Chicken

Boneless chicken breast marinated in a Grecian vinaigrette with crumbles feta cheese then folded around freshly sautéed spinach, mushrooms, and artichoke hearts. Served over pasta and a fresh stir-fry of zucchini, peppers, and onions

15.95

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Beef

Market Price

Prime Rib of Beef

A ten-ounce portion of prime rib slowly roasted in our special seasonings.
Served with herb roasted new potatoes, and fresh vegetables

Petite Filet

A six-ounce portion of beef tenderloin, wrapped in applewood smoked bacon,
flame broiled and topped with balsamic infused caramelized onions.
Served with loaded smashed potatoes, and fresh vegetables

Filet Mignon

An eight-ounce filet set atop an onion laced potato pancake and topped with a
rich bourguignon sauce with Parisian carrots, pearl onions and petite peas

New York Strip Au poivre

A ten-ounce hand cut New York strip steak seasoned with freshly cracked black peppercorns,
grilled to perfection and finished with a peppercorn sauce. Served with
lyonnaise potato casserole and fresh vegetables

Tournedos Alaskan

Two four-ounce medallions of beef tenderloin each set atop a petite pan-fried Maryland crab
cake and topped with sauce béarnaise. Served with duchess potatoes and fresh asparagus

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Pork

Oven Roasted Pork Loin

Tender, slow roasted pork loin served with caramelized onion and apple marmalade,
bacon roasted red potatoes and fresh vegetables

16.50

Baby-Back Ribs

Tender baby-back ribs with our chef's special sweet and tangy BBQ sauce,
served with roasted garlic mashed potatoes and vegetable slaw

16.50

Pork Osso Bucco

A traditional Italian dish of pork braised in olive oil and slow roasted with onions, celery, carrots,
and tomatoes, until the meat is fall-off-the-bone tender. Served with Parmesan risotto and sautéed
green beans

16.50

Pork Wellington

Pork tenderloin and mushroom duxelle wrapped in puff pastry and baked until golden brown.
Served with parsnip infused potatoes and fresh asparagus

16.95

Prime Rib of Pork

Center cut prime rib of pork seasoned with garlic and herbs,
slow roasted to perfection. Finished with a rosemary scented au jus and
served with real whipped potatoes and fresh vegetables

16.95

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Mixed Grill

Petite Filet and King Salmon

A tender filet of beef wrapped in applewood smoked bacon paired
with a sample of marinated king salmon with mango chutney.

Served with loaded smashed potatoes and fresh vegetables

Market Price

Petite Filet Au poivre and Pesto Chicken Breast

A tender filet of beef seasoned with cracked peppercorns, along with a
petite version of our pesto chicken breast. Served with
roasted new potatoes and broccoli crowns

Market Price

Prime Rib of Pork and BBQ Chicken Breast

Slow roasted prime rib of pork with rosemary jus with our BBQ chicken breast. Served with real
whipped potatoes and fresh green beans with haystack onions

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Seafood

Marinated King Salmon with Mango Chutney

Wild king salmon marinated in vinaigrette, grilled and finished with fresh mango and sweet red pepper chutney. Served with bamboo rice and fresh vegetables

18.95

Truffle Scented Sea Bass with Saffron Cream

Light and delicate sea bass dusted with white truffle infused flour, baked and set atop a delicious saffron cream sauce. Served with red pepper fettuccine and fresh vegetables

18.95

Baked Orange Roughy

A mild filet of orange roughy, baked and served with a mandarin orange and honey sauce, baked sweet potato rosettes and fresh vegetables

17.95

Stuffed Rock Sole

Tender filet of sole stuffed with crab, shrimp, and scallops, baked and finished with a lobster cream sauce. Served with Duchess potatoes and fresh vegetables

18.95

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Desserts

Peaches Foster

A favorite at the Inn—light cream puff shell
filled with cinnamon ice cream
and topped with warm spiced peaches
3.95 *

Panna Cotta

A creamy Italian dessert topped with
peaches and blueberries set atop
raspberry Melba
3.25

Wild Berry Tart

Light and spongy ladyfingers surround berry
mousse, and topped with wild berries
3.95

Apple Tiramisu

Spiced cider soaked cake and creamy
mascarpone with fire roasted apples and
thick caramel
3.95

Bumbleberry Blossom

Apples, blueberries, blackberries, and
raspberries wrapped in a flaky crust sprinkled
with cinnamon crumbles and
topped with raspberry sauce
2.95
A la mode 3.50 *

Passion Berry Duo

Wild berry mousse layered with a thin
chocolate snap and tropical passion fruit
mousse, finished with a berry glaze
4.25

Brownie Sundae

Mackinac Island Fudge ice cream, chocolate
brownie, hot fudge,
whipped cream and a cherry
3.75 *

Chocolate Pyramid

Dark chocolate mousse surrounding a soft
white chocolate anglaise center all on a layer
of dark chocolate cake
4.50

Ice Cream, Sherbet & Sorbetto

Two scoops of your favorite flavor with a
rolled cookie on top
1.95 *

Sinful Cheesecakes

Many varieties are available. Turn the page
to learn more!

** For groups of 100 or less*

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Sinful Cheesecakes

*We are delighted to offer you these decadent cheesecakes produced locally and delivered fresh daily. Choose one or two flavors for your group.
3.95*

Candy and Cookie Cheesecake Selections

C.B. Chocolate Mint

Andes mint patties baked into the cheesecake

Turtle Cheesecake

Fudge sauce, pecans, and caramel

Chocolate Fudge Brownie

Chocolate cheesecake topped with brownies

Fumble the Football Butterfinger

Peanut butter cheesecake with Butterfingers

Chocoholic Cheesecake Selections

Chocolate Covered Cherry

Chocolate with cherries—lots of 'em

White Chocolate

Plain cheesecake topped with white chocolate

Malt Shoppe

Creamy cheesecake with chocolate malt swirled in

French Silk

Milk chocolate cheesecake with chocolate mousse

Luscious Fruit Cheesecakes

Blueberry Breeze

Plain cheesecake topped with blueberries

Carrot Cake Cheesecake

Chunks of carrot cake baked into the cheesecake

Lemonade Cheesecake

Refreshing with lemon baked in

Strawberry Shortcake Cheesecake

Covered with strawberries and white chocolate

Key Lime Pie Cheesecake

Snappy taste of lime baked in

Berries and Cherries

Lots and lots of berries and cherries baked in

Seasonal Cheesecakes

Candy Cane

Very pepperminty!

Eggnog

Thick and creamy!

Pumpkin Spider Web

Pumpkin cheesecake with chocolate

**Note: Only one or two flavors per meal function, please.*

*Please add 18% service charge and 6% state sales tax to all food and beverage items
Prices valid through April 30, 2005*

Located on the campus of Hope College in downtown Holland
225 College Avenue, Holland, MI 49423 616-395-7200 or 800-903-9142 FAX: 616-395-7151
www.haworthinn.com

Coffee Station

After dessert, consider offering your guests a special treat.

Freshly Brewed Regular & Decaffeinated Coffee with

Flavored Creamers

Amaretto
Southern Butter Pecan
Hazelnut
Kahlua
Irish Crème

Flavored Syrups

French Vanilla
Carmel
Hazelnut
Irish Crème
Raspberry
Vanilla

Toppings

Cinnamon Sticks
Powdered Cinnamon
Powdered Chocolate
Chocolate Syrup
Nutmeg
Whipped Cream

Additional Hot Beverages

A Selection of Hot Teas
Hot Chocolate

\$3.75 per person

Requires a minimum guarantee of 50 people

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Policies

Food & Beverage Service

All food and beverage must be supplied by the Haworth Inn & Conference Center, with the exception of wedding/birthday cakes. No food or beverages may be brought into the facility. In addition, no food prepared by the Haworth Inn & Conference Center will be permitted to leave the premises.

Alcohol

Alcoholic beverages are not permitted on the premises.

Pricing

A service charge of 18% applies to all food and beverage. Michigan state sales tax of 6% will be added to all charges.

Tax Exempt Groups

Any group wishing to claim tax-exempt status must provide a hard copy of their tax-exempt form upon confirming space.

Event Requirements

Room set ups, menu selections and overnight accommodations should be confirmed one month prior to an event but NO LATER THAN 14 days prior. Last minute changes are subject to additional labor charges.

Audio Visual & Equipment Needs

The use of any equipment owned by the Haworth Inn & Conference Center, including our 15' by 15' dance floor, is incorporated in the cost of the facility fee/room rental, with the following exceptions: the LCD Projector and the IBM Compatible Laptop Computer, both of which rent for an additional \$100 per day.

Multiple Entrée Selections

Should a group wish to offer guests a choice of two entrees during a meal function, a breakdown indicating how many of each entrée is due three days prior to the event along with a guaranteed number of guests. Special diets accommodated on the day of the event will be charged as an additional meal over and above the guaranteed count. The client will be responsible for providing color-coded place cards or name tags indicating entrée selections.

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Policies

(Continued)

Guarantee Policy

A guaranteed number of guests must be received three days (72 hours) prior to the event. This is the minimum number for which you will be charged. The Haworth Inn & Conference Center will prepare food for 5% above the designated guaranteed count. An increase in attendance will be accepted up to 24 hours prior to the event. **No reduction in guarantee will be accepted less than three business days prior to the event.**

Cancellation Policy

Notice of cancellation must be received in writing by the Haworth Inn & Conference Center 30 days prior to the event. If less than 14 days notice is given, a charge of 50% of the projected total revenue will be assessed. If another group utilizes the space, the cancellation fee may be pro-rated or waived.

Liability

Damage done to the property as a result of a group function will be at the host organizations expense. The Haworth Inn & Conference Center cannot assume responsibility for the damage to, or loss of, any articles left prior to, during, or following an event.

Deposits and Billing

An advance deposit is required in order to confirm space. This deposit is non-refundable. The Haworth Inn & Conference Center is owned by Hope College; therefore, customers will receive a bill from Hope College after the event. Accounts are to be paid in full upon receipt of billing. An unpaid balance is subject to a finance charge. Hope College does not accept credit cards as a form of payment; however, the Haworth Inn does accept credit card payments. If you would like to pay with a credit card, please let your sales person know at the time of booking. The Haworth Inn will charge your credit card and your billing will not go through Hope College. ***Once you have chosen to have your event billed to you, we cannot accept your credit card as payment.***

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