

to have & to hold



Sheraton
Iowa City
HOTEL

hotelVetro & conference center

a distinctive all studio suites hotel

2013

210 south dubuque st. iowa City, ia 52240
p 319.337.4058 | f 319.337.7037
sheraton.com/iowacity.com



Saying "I Do"

Celebrate your commitment to one another with us! Whether you would like to have a small intimate ceremony with close friends and family or a larger service, we are here to make it special.

Ballroom Ceremony

rental of the ballroom, banquet chairs, microphone, set up & tear down | 750

Garden Terrace Ceremony

rental of outdoor terrace & back up space, banquet chairs, set up & tear down

10 am—3 pm | 400

4 pm—9 pm | 600

10 am—9 pm | 900

white folding chairs | 5 per chair

portable microphone & speaker system | 125

Ceremony rehearsal space subject to availability
Please see your catering manager for additional details



Your Day!

Complimentary room and an upgrade to a Club Level or Studio Suite for the happy couple on their wedding night based on availability

Room accommodations at special rates for your out of town guests based on availability

Complimentary distribution of your gift bags to overnight guests upon check in

A custom wedding website where guests can reserve their rooms and where you can monitor the groups reservation trends

Starwood Points for Sheraton events
visit www.spg.com for more information on how to sign up

Tables, Chairs & Place Settings

Candles in Glass Holders

White, Black or Ivory Linens & Napkins
Other linen options available

Dance Floor

Gift Attendant Service

Cake Cutting Service

Exceptional Personalized Service throughout the Event

Breakfast for Two Delivered to Your Room

Private Food Tasting

Complete Catering Planning Provided





Packages Fit For You

we are here to tailor every little detail to fit your dream day

Lovely

Two Passed or Displayed Hors D' Oeuvres
Dinner
Wine Pour with Dinner

Grace

Four Passed or Displayed Hors D' Oeuvres
House Wine & Bottled Beer for Three Hours
Signature Mixed Drink for Cocktail Hour
Dinner
Chair Covers with Sash
Champagne Toast or Gourmet Coffee Bar

Elegance

Six Passed or Displayed Hors D' Oeuvres
Dinner
Gourmet Coffee Bar & Late Night Snack
Champagne Toast
Three Hour Hosted Bar with Signature Cocktail
Chair Covers with Sash
Printed Dinner Menus at Each Place Setting
Monogram Gobo

The Wee Ones | Underage Package Pricing

Ages 12—20
Lovely | Remove 5
Grace | Remove 14
Elegance | Remove 23
Ages 11 & Under with Plated Kids Menu Choice
Lovely | 20
Grace | 30
Elegance | 40

Prices listed under each entrée as Lovely | Grace | Elegance





Hors d' Oeuvres Display Selections

Local & Imported Cheese Display with Fresh Fruit & Grains
Garden Fresh Crudités with Spinach Artichoke & House Made Ranch
Sliced Fresh Fruit & Assorted Berries with Lavender Honey Cream
House Made Hummus with Grilled Flatbread & Market Vegetables
Sushi Rolls including California, Spicy Tuna, Philly, Vegetable

Hors d' Oeuvres Selections

Mini Raspberry Brie en Croute
Cucumber Relish & Cilantro on Sea Salt Toasts
Strawberries with Balsamic Cream Cheese & Mint
Margherita Flatbread
Tomato Bruschetta
Baby Spinach & Parmesan Stuffed Mushrooms
Crab & Cream Cheese Stuffed Mushrooms
Vegetarian Spring Rolls
Pork Egg Rolls
Petite Beef Wellingtons
Mini Chicken Cordon Bleu
Parmesan Artichoke Hearts
Chicken Spring Rolls
Italian Meatballs
Chicken Satay with Soy Ginger Glaze
Spanikopita
Smoked Trout Mousse on Grilled Rye Crisps
Slow Cooked Ham & Black Olive on Dark Bread with Honey Cream Cheese
Bacon Wrapped Scallops
Bacon Wrapped Water Chestnuts
Toasted Ravioli
Crispy Crab Dumpling with Sweet & Sour
Smoked Chicken Quesadilla
Pork Pot Stickers with Soy Ginger
Prosciutto Wrapped Smoked Asparagus
Fresh Melon with Prosciutto
Vegetable Antipasto Skewers
Traditional Antipasto Skewer
Cherry Tomatoes with Herbed Cream Cheese Canapés
Smoked Salmon with Cream Cheese & Capers Canapés
Beef Tenderloin with Maytag Bleu Cheese Canapés





Plated Dinner Entrees

All plated dinner entrees will be served with your choice of salad, vegetable & starch
Included in service is coffee, tea and fresh dinner rolls with butter

Butternut Squash Ravioli

with roasted garlic alfredo
40 | 60 | 75

Goat Cheese Portabella

scallion goat cheese, herb rice cake with red pepper sauce
40 | 60 | 75

Mediterranean Chicken

grilled & topped with olives, artichokes, feta cheese & served with roasted red pepper sauce
45 | 65 | 80

Roasted Almond Chicken

almonds, madeira shallot jam
45 | 65 | 80

Grilled Mahi Mahi

with pineapple & fire roasted tomatillo sauce
50 | 70 | 85

Atlantic Salmon

crusted in pistachio
50 | 70 | 85

Lump Crab Cakes

smoked tomato sauce & garbanzo beans
50 | 70 | 85

Iowa Roasted Pork Loin

with a bacon & cherry tomato reduction
50 | 70 | 85

Bone in Pork Prime Rib

smoked mustard & molasses rub
55 | 75 | 90

Seared Ribeye

horseradish cream & herb au jus
55 | 75 | 90

Filet Mignon

roasted mushrooms & red wine demi
60 | 80 | 95

New York Strip & Grilled Shrimp Skewer

smoky pepper rub & caramelized onion demi
60 | 80 | 95

Duet of Petit Filet & Chicken

Grilled tenderloin of beef with herb chimmichurri & marinated chicken with sage jus
60 | 80 | 95

Duet of Petit Filet & Crab Cake

lump crab cake with old bay aioli
60 | 80 | 95

All prices are subject to prevailing service charge and applicable taxes.
Prices subject to change without notice.





Dinner Accompaniments

Salad

Iowa Tomato Salad

fresh sliced mozzarella & roma tomatoes with mixed greens with aged balsamic vinaigrette

Caesar Salad

romaine with seasoned croutons, shaved parmesan & house caesar dressing

Greek Salad

spinach, red onion, feta cheese & raspberry vinaigrette

Grill House Salad

iceberg wedge topped with cherry tomatoes, scallions, cracked peppercorn & house made maytag bleu cheese dressing

Italian Salad

chopped lettuce, olives, red onion, red peppers & banana peppers with traditional Italian dressing

Vegetable

Vegetable Medley

Grilled Asparagus

Baby Carrots

Green Beans Almandine

Starch

Red Lyonnaise Potatoes

Roasted Yukon Gold Wedges

Garlic Smashed New Potatoes

Chefs Spice Red Potatoes

Garden Blend Rice

Herb Brown Rice

White Cheddar Mashed Yukon Potatoes

Late Night Snack

BBQ Pulled Pork Sliders

Chicken Fingers

Mini Tacos

Mozzarella Sticks with Marinara & Ranch

Italian Meatballs

Chicken Quesadillas

Buffalo Chicken Sliders

Jumbo Soft Pretzels with Melted Cheese

Tortilla Chips with Jalapeno Queso, Fresh Guacamole, Sour Cream & House Made Salsa

Mini Pizzas



Buffet Dinner

Included in service is coffee, tea and fresh dinner rolls with butter
Two Entrees | Two Starch | One Vegetable 55 | 75 | 90
Three Entrees | Two Starches | Two Vegetables 60 | 80 | 95

Salad

Fresh Mixed Greens with Assorted Dressings
Greek Pasta Salad

Vegetable

Vegetable Medley
Grilled Asparagus
Baby Carrots
Green Beans Almandine

Starch

Red Lyonnaise Potatoes
Roasted Yukon Gold Wedges
Garlic Smashed New Potatoes
Chefs Spice Red Potatoes
Garden Blend Rice
Herb Brown Rice
White Cheddar Mashed Yukon Potatoes

Entrée

Butternut Squash Ravioli
with roasted garlic alfredo

Goat Cheese Portabella
scallion goat cheese with red pepper sauce

Mediterranean Chicken
grilled & topped with olives, artichokes, feta cheese & served with roasted red pepper sauce

Roasted Almond Chicken
almonds, madeira shallot jam

Grilled Mahi Mahi
with pineapple & fire roasted tomatillo sauce

Atlantic Salmon
crusted in pistachio

Iowa Roasted Pork Loin
with a bacon & cherry tomato reduction

Bone in Pork Prime Rib
smoked mustard & molasses rub

Seared Ribeye
horseradish cream & herb au jus

New York Strip
With roasted mushrooms & red wine demi

Chef Carved Entrée
Prime Rib with Au Jus & Horseradish Sauce 8
Roast Turkey with Cranberry Aioli & Dijon Mustard 6
Carved Pork Loin with Apple Cider Demi 6

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Heavy Hors d' Oeuvres Dinner

A little unique flair to keep the guests mingling & enjoying the atmosphere

55 | 75 | 90

Coffee & Tea

Displayed in the room with fresh cream & mint water.

Hors d' Oeuvres

Choice of Four

Display Selections

Local & Imported Cheese Display with Fresh Fruit & Grains
Garden Fresh Crudités with Spinach Artichoke & House Made Ranch
Sliced Fresh Fruit & Assorted Berries with Lavender Honey Cream
House Made Hummus with Grilled Flatbread & Market Vegetables
Sushi Rolls including California, Spicy Tuna, Philly, Vegetable

Passed or Display Selections

Mini Raspberry Brie en Croute
Cucumber Relish & Cilantro on Sea Salt Toasts
Strawberries with Balsamic Cream Cheese & Mint
Margherita Flatbread
Tomato Bruschetta
Baby Spinach & Parmesan Stuffed Mushrooms
Crab & Cream Cheese Stuffed Mushrooms
Vegetarian Spring Rolls
Pork Egg Rolls
Petite Beef Wellingtons
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Crispy Crab Dumpling with Sweet & Sour
Smoked Chicken Quesadilla
Pork Potstickers with Soy Ginger
Prosciutto Wrapped Smoked Asparagus
Fresh Melon with Prosciutto
Vegetable Antipasto Skewers
Traditional Meat Antipasto Skewer
Cherry Tomatoes with Herbed Cream Cheese Canapés
Smoked Salmon with Cream Cheese & Capers Canapés
Beef Tenderloin with Maytag Bleu Cheese Canapés

Pasta

Your choice of two. Served with caprese salad & parmesan bread sticks.
Tortellini Primavera
Baked Vegetable Ziti
Angel Hair with House Made Marinara
Carbonara
Alfredo with Creamy Parmigianino
Baked Four Cheese Macaroni

Carving Station

Your choice of one of the following. Accompanied by dinner rolls & butter.
Prime Rib with Au Jus & Horseradish Sauce
Roast Turkey with Cranberry Aioli & Dijon Mustard
Carved Pork Loin with Apple Cider Demi

All prices are subject to prevailing service charge and applicable taxes.
Prices subject to change without notice.



Before & After

Celebration is the theme!

Rehearsal Dinners

The greatest kick off ever!

Ask your catering manager for more details about Share or other spaces within the hotel.

Share Brunch

Host your guests in an early morning brunch and open gifts for the happy couple

A Lite Brunch - 12

Fresh Sliced Fruit & Berries with a Lavender Cream Dip
Blueberry, Cranberry & Bran Muffins with Honey Butter
Bagels & Flaky Croissants with Assorted Jellies
Yogurt & House Made Granola Parfaits
Starbucks Coffee & Tazo Teas
Orange & Apple Juice

Share Breakfast Table - 14

Homemade Multigrain Granola
Seasonal Sliced Fruits & Berries
Oatmeal with Brown Sugar & Dried Fruits
Featured Egg Entrée
Bagels & Croissants
Whole Grain Cereal
Assorted Yogurts
Orange & Apple Juice
Starbucks Coffee & Tazo Teas

Bubbles & Brunch - 17

Fresh Sliced Fruit & Berries with a Lavender Cream Dip
Blueberry, Cranberry & Bran Muffins with Honey Butter
Bagels & Flaky Croissants with Assorted Jellies
Yogurt & House Made Granola Parfaits
Scrambled Eggs
Smoked Bacon & Sausage Links
Belgian Waffles with Assorted Toppings
Starbucks Coffee & Tazo Teas
Orange & Apple Juice
Champagne Mimosas

All brunches based on 90 minutes of continuous service. \$1 per person per hour for additional time.

Guarantees are to be made three days in advance in blocks of 10.

Actual final number used for billing will be determined upon date of event but can not go below minimum number on guarantee block.

Brunch Menu is designed for 20 - 80 people with seating available in Carver Room adjacent to Share Wine Lounge & Small Plate Bistro

Share A La Carte Breakfast Menu is available for groups under 30

All prices are subject to prevailing service charge and applicable taxes.

Prices subject to change without notice.



Host Bar Packages

wine, beer & spirits are an important part of your day...

Signature Cocktail 5

add your own unique flair to the event by customizing a drink made after you!

Familiar Brands, Bottled Beer & House Wine 25

includes bottled water and soda
minimum of three hours

if service is suspended during the dinner hour a \$2 charge will be added to the per person cost of the next open hour
11 per person first hour | 7 each additional hour | Under Drinking Age 2 per hour

Appreciated Brands, Bottled Beer & House Wine 31

includes bottled water and soda
minimum of three hours

if service is suspended during the dinner hour a \$2 charge will be added to the per person cost
13 per person first hour | 9 each additional hour | Under Drinking Age 2 per hour

Bottled Beer & House Wine 18

includes bottled water and soda

if service is suspended during the dinner hour a \$2 charge will be added to the per person cost. minimum of three hours
8 per person first hour | 5 each additional hour | Under Drinking Age 2 per hour

Table Wine 36

pre set bottles of house red & white on the table

Champagne Toast 3

sparkling cider also available

House Wine Pour with Dinner 5

house wine poured tableside to your guests

Lavish Wine Pour with Dinner 8

tier two wine poured tableside to your guests

Opulent Wine Pour with Dinner 10

tier three wine poured tableside to your guests

All prices are subject to prevailing service charge and applicable taxes.
Prices subject to change without notice.
A variety of brands are offered. Please let your catering manager know about specific requests.



Host Beverage

celebrate with style...

Familiar Brands 6

Smirnoff, Beefeater, Bacardi, Sauza Gold Label, Seagram's 7
Captain Morgan, Grants, Jim Beam White Label

Appreciated Brands 7

Absolut, Tanqueray, Bacardi, Jack Daniels, Crown Royal
Dewars White Label, Jose Cuervo Gold

Cordials 8

Brandy | Cognac 8

Martinis 8 | 10

Domestic Bottled Beer 5

Premium Bottled Beer 6

House Wine 6

chardonnay, pinot grigio, riesling, merlot, pinot noir, cabernet sauvignon

Martini Bar

Please see your catering manager for details

Additional Hosted Beverages

Champagne 4

Soft Drinks 3

Bottled Water 2.5

Fruit Punch (non-alcoholic) 3

A full wine menu is available upon request

Prices subject to change without notice.
A variety of brands are offered. Please let your catering manager know about specific requests.



Extravagance

Little extras...

Glimmer Lighting Package | 200

includes candlelight or glimmer lighting on the stairway and on display tables

Chocolate Fountain | 250 plus 3.5 per person

includes three dipping treats

Intricate Ice Carving | 500 and up

White Floor Length Table Linens | 35 per table

Customized Monogram Gobo | 140 each

Chinese Lanterns over Dance Floor | 1000 lit 700 unlit

Table Overlay | 6 per table (54 inch)

Chair Covers | 4 per chair

Chair Sash | 2 per chair

Personalized Menus for Individual Place Settings | 5 per table

Silver or Gold Charger Plates | 1 per place setting

Three Tier Centerpiece with White Floating Candles | 15 per table

LCD Projector, DVD or VCR, and Screen | 200

Lighted White Draping Behind Head Table | 650

Gourmet Late Night Coffee Bar | 5.5 per person

Starbucks Coffee and Tzo Teas surrounded by flavors. Flavored Torani syrups, biscotti wedges & scones, hazelnut sticks, shaved chocolate, chocolate covered espresso beans, honey, cinnamon sticks & lemon wheels

Late Night Snack | 6 per person

includes three choices from menu

Candy Buffet Table with Four Choices of Treats | 100 plus 2 per person

All prices are subject to prevailing service charge and applicable taxes.
Prices subject to change without notice.



Policies & Information

Menu Selection

The catering department will assist you in planning your menu. Final menu selections must be submitted to the hotel catering department at least four weeks prior to your scheduled event. All food items served in the banquet areas must be supplied and prepared by the Hotel. Furthermore, no food or beverage provided by the Hotel will be permitted to be taken out of the banquet facilities. Our menus are only guidelines designed to assist our clients in menu selections. Our Executive Chef and catering department will be happy to prepare customized menus to meet your specific needs.

Menu Price Guarantees

Both food and beverage pricing may change due to market conditions. Guaranteed pricing will be quoted 30 days prior to your function.

Meeting Rooms

Meeting and banquet rooms are assigned in accordance with anticipated attendance. Revision in attendance may necessitate room reassignment at the Hotel's discretion. Furthermore, room assignment changes, if available, may result in increased fees should additional meeting or banquet space be required.

Decorations

Decorating may be done through prior arrangements with the catering department. Confetti is subject to a 200 fee and must be approved prior to the event. Permission must be granted to attach anything to the walls or ceilings. Bubbles cannot be used in hotelVetro due to the make of the floors in the conference space. Candles are only allowed in containers taller than the flame.

Parking

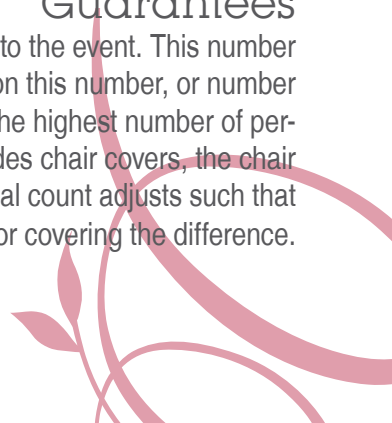
The parking ramp adjacent to the Hotel, owned by the City of Iowa City, is available for overnight Hotel guests and event attendees. Please ask your catering professional for current prices.

Sales Tax and Service Charge

All food and beverage prices are subject to a prevailing service charge and taxes.

Guarantees

In arranging for private function, the attendance must be confirmed three business days prior to the event. This number will be considered a guarantee, not subject to reduction, and charges will be computed based on this number, or number served, whichever is greater. If no guarantee is received, the Hotel will prepare and charge for the highest number of persons estimated from the catering contract. In the event you decide on a package which includes chair covers, the chair cover count must be turned into the catering manager two weeks prior to your event. If your meal count adjusts such that your chair count would lower for the day of the event, your group is responsible for covering the difference.





Policies & Information

Deposit & Payment Policies

A deposit must be received into the catering office upon reservation of function space. The amount of the deposit will be based upon the amount of banquet space being reserved. 50% of anticipated banquet revenue must be deposited 45 days prior to the event. Full payment is due to the catering department three days prior to the scheduled event. A credit card must be on file within the catering department for any overages due to the hotel after the event.

Cancellation

For complete cancellation information please refer to event contract. Cancellation by the customer less than 30 days prior to the event shall result in 100% payment of expected revenue. In the event of reduction of original banquet space held, applicable charges may be applied. Other specific cancellation information is provided in the contract.

Liability

The hotel will not assume any responsibilities for the damage or loss of any merchandise or articles left in the hotel before, during or after your function.

Entertainment & Outside Vendors

The procurement of entertainment or outside vendors is the sole responsibility of each guest. Our catering department will refer you to local sources; we ask that a reasonable level be maintained so other guests are no inconvenienced. All entertainment must conclude by 1:00 a.m. All entertainment must be insured/bonded.

The hotel reserves the right to deny entertainment at its discretion.

Shipping & Storage

Coordinate deliveries through the catering department. Storage fees may apply.

Security

The hotel shall not assume responsibility for any lost, stolen, or damaged articles left in the hotel prior, during or after your event. Arrangement for security of any props, decoration items, etc., must be made prior to the planned event.