

# Conferences & Meetings



# Welcome!

We thank you for the opportunity to introduce Surfside on the Lake Hotel and Suites, one of Lake George's premier meeting and conference venues!

Surfside is located in the heart of Lake George Village, boasting stunning panoramic views of the lake and Adirondack Mountains; the perfect setting for your meeting or business retreat. The property also has a private beach with direct lake access, perfect for a post work day swim!

Since the early 1950's, Surfside has been privileged and honored to host many bussinesses and organizations, ranging from smaller intimate events of 10 guests, to larger more elaborate groups of over 150 guests!

Our seasoned sales team, our talented culinary team and our attentive staff will work closely with you every step of the way, assuring that your time spent with us is top notch and hassle free.

What sets us apart is our creativity, our passion for what we do, and our willingness and eagerness to customize EVERY SINGLE EVENT!

Let us know what we can do for you!

Warmest Regards, Surfside on the Lake

# Event Rooms

# All Event Spaces Include:

Tables - Chairs - Free Wifi - Custom Setup - Linen, Silverware & China (if needed) - Water Station



#### Blue Mountain Room:

Size (Sq. Ft.): 2,500
Dimensions: 57' X 45'
Classroom Capacity: 169 people
Banquet Capacity: 169 people
Cocktail Reception Capacity: 169 people
Special features: Private balcony (not included in sq. ft. calculation)



# Champlain Room:

Size (Sq. Ft.): 1,300
Dimensions: 47' X 28'
Classroom Capacity: 86 people
Banquet Capacity: 86 people
Cocktail Reception Capacity: 86 people
Special features: Flat screen TV



#### Club Hamilton:

Size (Sq. Ft.): 3,000
Dimensions: 80' X 40'
Classroom Capacity: 175 people
Banquet Capacity: 175 people
Cocktail Reception Capacity: 250 people
Special features: Dedicated bar, flat screen TV, built in dance floor, Private attached deck (not included in sq. ft. calculation), lake view



# Rooftop Cabana Bar:

Size (Sq. Ft.): 2,500
Dimensions: 80' X 38'
Classroom Capacity: 130 people
Banquet Capacity: 130 people
Cocktail Reception Capacity: 225 people
Special features: Dedicated bar, flat screen TV in bar area, lake front

# Breakfast

### Plated Breakfast

Fruit and Yogurt Plate: \$10++

Greek Yogurt - Granola - Fresh Cut Fruit

Eggs Your Way: \$12++

2 Eggs Cooked Your Way - Home Fries - Bacon or Sausage - Toast

Pancakes: \$12++

3 Buttermilk Pancakes - Bacon or Sausage

Biscuits and Gravy: \$14++

2 Buttermilk Biscuits - Sausage Gravy - Scrambled Eggs

Three Cheese Omlette: \$12++

3 Eggs - Three Cheese Blend - Home Fries - Toast

Vegetable Omlette: \$13++

3 Eggs - Sauteed Vegetables - Home Fries - Toast

Western Omlette: \$14++

3 Eggs - American Cheese, Ham, Peppers, Onions - Home Fries - Toast

# **Buffet Breakfast**

Picnic Island: \$14++

Croissant OR Bagel Breakfast Sandwiches - Sausage, Egg and Cheese OR Bacon, Egg and Cheese Coffee, Tea and Decaf - Orange, Apple and Cranberry Juices

Pudding Island: \$16++

Sliced Fresh Fruit - Assorted Pastries - Bagels and Toast with Cream Cheese, Butter and Jams Fruit Yogurt and Granola - Coffee, Tea and Decaf - Orange, Apple and Cranberry Juices

Huckleberry Island: \$20++

Assorted Pastries - Bagels and Toast with Cream Cheese, Butter and Jams - Sliced Fresh Fruit Scrambled Eggs - Home Fried Potatoes - Bacon - Sausage Coffee, Tea and Decaf - Orange, Apple and Cranberry Juices

> All buffets will be displayed for a maximum of (2) hours. Room rental and setup fees not included in the above prices.

# Breaks&Snacks

# **Breaks**

Break 1: \$10++

Assorted Croissants and Pastries - Coffee, Tea and Decaf

Break 2: \$10++

Assorted Bagels, Cream Cheese, Butter and Jams - Fresh Cut Fruit - Coffee, Tea and Decaf

Break 3: \$11++

Assorted Cookies and Brownies - Assorted Soft Drinks, Coffee, Tea and Decaf

Break 4: \$10++

Fresh Cut Fruit - Yogurt - Granola - Assorted Soft Drinks, Coffee, Tea and Decaf

Break 5: \$12++

Tortilla Chips - Salsa - Guacamole - Pita Chips - Hummus Assorted Soft Drinks, Coffee, Tea and Decaf

Break 6: \$13++

Assorted Chips - Brownies - Cookies - Popcorn - Pretzels Assorted Soft Drinks, Coffee, Tea and Decaf

# **Snack Boxes**

Snack Box 1: \$12++

Apple - Granola Bar - Assorted Cheeses - Pepperoni - Crackers - Bottled Water

Snack Box 2: \$13++

Red Pepper Hummus - Pita Bread - Celery Sticks - Cucumber Slices - Bottled Water



### **Plated Lunch**

All Plated Lunch Selections Include a Dessert and Coffee/ Tea Service

Shrimp Scampi: \$33++ Chicken Picatta: \$26++ Chicken Marsala: \$27++

Pesto Grilled Chicken Breast: \$23++
Sundried Tomato and Broccoli Pasta: \$22++
Grilled Salmon with Tomato Bruschetta: \$29++

Reuben Sandwich with Fries: \$21++ Veggie Panini with Fries: \$20++ Surfside Burger with Fries: \$20++

Grilled Chicken Sandwich with Fries: \$21++
Pulled Pork Sandwich with Fries: \$20++
Classic BLT Sandwich with Fries: \$19++

Grilled Portobello and Mozzarella Sandwich with Fries: \$21++

Caesar Salad: \$20++

Buffalo Chicken Salad: \$19++

House Salad: \$21++ Greek Salad: \$20++ Table Salad: \$19++

NOTE: Add Chicken to a Salad \$4++ - Add Salmon to a Salad \$9++

# **Boxed Lunch**

Box Lunch 1: \$20++

Turkey, American Cheese, Lettuce, and Tomato - Apple - Chips - Cookies - Bottled Water

Box Lunch 2: \$21++

Mozzarella, Tomato, Lettuce, and Pesto - Apple - Chips - Cookies - Bottled Water

Box Lunch 3: \$20++

Ham, Swiss Cheese, Tomato, and Lettuce - Apple - Chips - Cookies - Bottled Water

Box Lunch 4: \$21++

Roast Beef, Cheddar Cheese, Tomato, and Lettuce - Apple - Chips - Cookies - Bottled Water

# Lunch Cont.

# **Buffet Lunch**

The Comfort Zone: \$31++

House Salad - Baked Mac and Cheese - Southern Fried Chicken - Homestyle Meatloaf - Coleslaw Assorted Rolls and Butter - Chef's Choice of Dessert - Coffee, Tea and Decaf

# Taste of Italy: \$32++

Caesar Salad - Baked Ziti - Chicken Picatta - Seasonal Vegetables - Creamy Mushroom Risotto Assorted Rolls and Butter - Chef's Choice of Dessert - Coffee, Tea and Decaf

# Family Barbecue: \$33++

House Salad - Hamburgers - Hot Dogs - Marinated Grilled Chicken - Potato Salad - Baked Beans Cornbread and Butter - Chef's Choice of Dessert - Coffee, Tea and Decaf

#### New York Deli: \$27++

Oven Roasted Turkey - Honey Baked Ham - Roast Beef - Assorted Cheeses - Italian Pasta Salad Chef's Potato Salad - Assorted Breads and Rolls - Chef's Choice of Dessert - Coffee, Tea and Decaf

## Executive Lunch: \$29++

House Salad - Soup of the Day - Chicken Salad Sandwiches - Caprese Sandwiches Italian Pasta Salad - Fresh Cut Fruit - Chef's Choice of Dessert - Coffee, Tea and Decaf

#### The Southwestern: \$30++

Taco Bar - Chili Rellenos - Chicken Enchiladas - Nachos, Pico and Guacamole - Rice and Beans Chef's Choice of Dessert - Coffee, Tea and Decaf

#### Mediterranean Flair: \$30++

Greek Salad - Hummus and Pita - Greek Meatballs with Tzatziki - Feta and Artichoke Orzo Mediterranean Flatbreads - Asst. Rolls and Butter - Chef's Choice of Dessert - Coffee, Tea and Decaf

### Hawaiian Luau: \$33++

Pulled Pork Sliders - Jerk Chicken Sliders - Island Wild Rice - Rainbow Vegetables Island Pasta Salad - Fresh Cut Fruit - Chef's Choice of Dessert - Coffee, Tea and Decaf

All buffets will be displayed for a maximum of (2) hours. Room rental and setup fees not included in the above prices.

# Hors D'oeuvres

#### Plattered or Butlered

Shrimp Toast - \$245++ Spinach Puffs - \$195++ Fruit Skewers - \$200++ Boneless Wings - \$165++ Shrimp Cocktail - \$300++ Italian Meatballs - \$245++ Caprese Skewers - \$190++ Franks En Croute - \$165++ Crab Cake Sliders - \$355++ Eggplant Rollatini - \$190++ Jalapeno Poppers - \$190++ Pulled Pork Sliders - \$220++ Swedish Meatballs - \$245++ Jerk Chicken Sliders - \$245++ Buffalo Chicken Wings - \$200++ Vegetable Spring Rolls - \$210++ Grilled Pop-Up Oysters - \$400++ Bruschetta on Baguette - \$190++ Bacon Wrapped Scallops - \$350++ Blini with Smoked Salmon - \$300++ Stuffed Mushrooms (Crab) - \$205++ Cucumber Flat Bread Tarts - \$165++ Country Plate with Gherkins - \$355++ Stuffed Mushrooms (Cheese) - \$150++ Prosciutto Wrapped Asparagus - \$240++ Grilled Cheese and Tomato Soup Shooter - \$255++

# Stationary Platter Only

Crab Dip Platter - \$220++

Vegetable Crudite - \$210++

Godfather Baked Clams - \$310++

Spinach and Artichoke Dip Platter - \$220++

Mediterranean Breads and Spreads - \$245++

Cheese Fondue Platter (Nacho Style) - \$200++

Charcuterie Board with Cheese and Crackers - Prices Below
1-49ppl \$250++ 50-99ppl \$375++ 99-150ppl \$550++

All hors d'oeuvres are based on 100 pcs per order, per selection. Butlered Hors D'oeuvres are subject to a \$25++ upcharge per order. Room rental and setup fees not included in the above prices.



### **Plated Dinner**

All Plated Dinner Selections Include a Salad, Dessert, Rolls and Butter, and Coffee/ Tea Service

#### Beef: \$45++

Roasted Prime Rib with Au Jus Sliced Tenderloin with Bordelaise Sauce Grilled Sirloin with Red Wine Shallot Butter Gorgonzola Encrusted NY Strip Steak with a Garlic Demi Glaze

# Poultry: \$38++

Roasted Duck

Chicken Picatta Chicken Marsala

Chicken Parmesan

Chicken Franchaise

Pesto Grilled Chicken Breast

#### Seafood: \$45++

Clam Bake

Shrimp Scampi

Crab Stuffed Sole

Panko Herb Crusted Atlantic Cod

Grilled Salmon with Roasted Tomato Bruschetta

#### Pork: \$38++

Stuffed Pork Porchetta

Sauteed Pork Medallions

Baked Sliced Honey Ham

# Vegetarian: \$34++

Veggie Lasagna

Stuffed Sweet Potato

Mushroom Wellington

Roasted Stuffed Peppers

Linguini with Tomatos, Artichokes, Mushrooms, and White Wine Sauce

#### Dessert: (Select 1)

Cannolis

Carrot Cake

NY Cheesecake

Seasonal Fruit Pie

Assorted Cookies

Assorted Mini Pastries

Fudge Chocolate Cake

# Dinner Cont.

# **Buffet Dinner Packages**

All Buffet Dinner Packages Include a Dessert, Rolls and Butter, and Coffee/Tea Service.

### The Narrows: \$33++

One Salad
One Entree
One Vegetable
One Starch

# The Paradise Bay: \$48++

One Salad
Two Entrees
One Pasta
One Vegetable
One Starch
One Standard Carving Station Selection

### The Surfside: \$42++

One Salad Two Entrees One Pasta One Vegetable One Starch

# The Queen of Lakes: \$56++

One Salad
Three Entrees
One Pasta
Two Vegetables
One Starch
One Standard Carving Station Selection

# **Buffet Dinner Menu**

#### Salads

Greek Salad Caesar Salad Wedge Salad Garden Salad

#### **Entrees**

Roasted Pork
Chicken Picatta
Chicken Marsala
Crab Stuffed Sole
Chicken Francaise
Sliced Beef Sirloin
Chicken Parmesan
Pan Roasted Salmon
Roasted Chicken Breast
Panko Crusted Atlantic Cod
Beef Tips with Red Wine Sauce

#### **Pastas**

Baked Ziti
Penne Alfredo
Pesto Tortellini
Penne Marinara
Veggie Lasagna
Penne Primavera
Mac and Cheese
Penne A La Vodka

# **Standard Carving**

Roasted Turkey Roasted Pork Loin Honey Glazed Ham

#### Premium Carving: \$9++

Brisket
Salmon
Prime Rib
Sirloin of Beef

#### **Starches**

Wild Rice Pilaf Mushroom Risotto Whipped Garlic Mash Oven Roasted Red Potatoes Au Gratin Potatoes

### Vegetables

Broccoli Florets
Roasted Asparagus
Glazed Baby Carrots
Green Beans Almondine
Buttered Corn on the Cob
Roasted Vegetable Medley

#### **Desserts**

Cannolis NY Cheesecake Assorted Cookies Seasonal Fruit Cobbler Fudge Chocolate Cake

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# <u>Beverages</u>

# **Bar Services**

#### Full Liquor, Beer and Wine Open Bar

Includes Premium Liquor, Well, Draft and Bottled Beer, House Wines and Non-Alcoholic Drinks

1st Hour: \$25++

Hour 2 and 3: \$14++ per hour Hour 4+: \$9++ per hour

# Beer and Wine Only Open Bar

Draft and Bottled Beer, House Wines and Non-Alcoholic Drinks

1st Hour: \$15++

Hour 2 and 3: \$14++ per hour Hour 4+: \$5++ per hour

# Cash Bar (Soft Drinks Only)

Unlimited Non-Alcoholic Drinks Included: \$5++

### **Champagne Toast**

With or Without Fruit: \$3++

# Other Beverage Services

Full Day Service is for up to 8 Hours. Half Day Service is up to 4 Hours.

#### **Coffee Station**

Regular and Decaf Coffee, Tea Selections, Condiments

All Day: \$8++ Half Day: \$5++

#### Juice Station

Orange, Apple and Cranberry Juices

All Day: \$10++ Half Day: \$6++

#### Soft Drink Station

Pepsi Branded Soft Drinks All Day: \$10++

Half Day: \$6++

#### Coffee, Juice and Soft Drink Station

Regular and Decaf Coffee, Tea Selections, Condiments, Juices and Soft Drinks

All Day: \$14++ Half Day: \$8++

# Add-Ons

# **Meeting Room Add-Ons**

Podium with Speaker and Microphone

\$100++ Per Day

Projector

\$100++ Per Day

Projector Screen 8ft.

\$75++ Per Day

Projector and Screen Bundle

\$125++ Per Day

# Reception Food Add-Ons-

(Priced for 1Hr Only)

#### Slider Bar

Pulled Pork
Cheese Burgers
Crispy Chicken
Ketchup, mustard, garlic
aioli, tomatoes, lettuce
pickles, and
red onions

\$10 Per Person++

#### **Potato Bar**

Pick (2) Types:
Mashed potatoes,
Tater Tots, or French Fries
Bacon, chives, shredded
cheese, sour cream,
butter, nacho cheese,
jalapenos
\$9 Per Person++

#### **Dessert Bar**

Tell us about your favorite confections and we will build you a dessert bar that will be sure to satisfy all of your cravings.

\$10 Per Person++

#### Mac and Cheese Bar

Traditional Mac and Cheese Buffalo Mac and Cheese Bacon, shredded chicken, chives, tomatoes, bread crumbs, shredded cheese, blue cheese crumbles, blue cheese and ranch dressings.

\$14 Per Person++

#### Pizza Station

Cheese Pizza
Pepperoni Pizza
White Spinach Pizza
Ranch and blue cheese
dressings, hot sauce, parmesan
cheese, garlic powder,
hot pepper flakes
\$10 Per Person++

#### Taco Bar

Soft and hard taco shells Seasoned ground beef, refried beans, fried avocados, shredded cheese, lettuce, tomatoes, sour cream, pico de gallo.

#### **Nacho Bar**

\$11 Per Person++

Tortilla chips
Seasoned ground beef,
refried beans, melted
nacho cheese, shredded
cheese, lettuce, jalapenos,
tomatoes, sour cream,
pico de gallo, guacamole.

\$10 Per Person++

### **Candy Bar**

Pick your favorite candies and we will build a candy bar for all of your guests to enjoy!

\$7 Per Person++

# Hotel Policies

#### **Room Reservation Policies**

A reservation can be made verbally or in writing. The hotel will reconfirm the reservation in writing. Any cancellations must always be confirmed in writing. In the case of a no-show (if a guest does not show up for the hotel room as per their reservation), the room will be charged in full. A one night deposit is due at the time of booking. If a reservation is canceled within 14 days from the date of arrival, the deposit is non-refundable. Outside of 14 days a \$50 cancellation fee will apply and the remaining deposit is refunded.

#### **Deposits and Payments**

A \$1000 non-refundable deposit is required to hold a date. Thereafter, a supplemental deposit must be made in order to equal 20% of the total cost of the event. This supplemental deposit will be due within (14) days after contract signing. Full payment for the event is required (14) days prior to the event. Changes may be made to this policy on a case by case basis. See contract for any changes to the policy. Payments must be made by cash or check. Checks need to be made payable to Surfside on the Lake.

#### **Event Cancellation Policy**

If the cancellation is outside of (30) days from the date of the event, then the group will forfeit 50% of the deposit (20% of the event total). If the cancellation is within the (30) days from the time of arrival, then the group will forfeit the full deposit.

### Food and Guarantee Policy

A guaranteed guest count will be set by the contract. The client is responsible for 90% of the minimum guest count. If the count fall below 90% of the guaranteed number, the client is still responsible for that number. Any additional guests will be billed and must be paid for by the end of the event. All final dining decisions and guest counts are due (14) days prior to the event. Please include all food allergies; the chef can not make adjustments without reasonable notice.

### **Alcohol Policy**

Guest who appear to be under the age of 30 will be asked to provide proper identification. No alcohol will be served to any guest without proper identification and the hotel reserves the right to refuse bar service. No alcohol gifts or favors are permitted (inclduing wine bottles) during the event.

#### Insurance

The hotel is not responsible for items stored within the hotel property. The hotel will take responsibility if damages occur due to negligence by the hotel. The organizer of the group/ event is responsible for reporting any damages to hotel property. All vendors will be required to provide an insurance certificate naming Surfside on the Lake for all lines of appl. coverage for limits agreed to based on the type of event

#### **Damages**

The guest or group is responsible for any damages incurred during their event that is not the fault of hotel staff. This includes, but is not limited to, rips or tears in chairs, table damages, holes or cracks in walls, broken doors, windows or fixtures, and rips, tears or burns to the carpeting (if applicable).

### **Event Timing and Overtime Fees**

To extend your event beyond the contracted time, there is a \$500 per hour fee, plus tax and service charge. This overtime fee includes the use of the room and bar (does not include any open bar services). Weddings are 6 hours long if they include the following: ceremony (1hr), cocktail hour (1hr) and reception (4hrs).

#### Room Blocks and Rooming Lists

Room blocks will be held until the contracted drop off date. Guests looking to book after the drop off date will be subject to availability. No deposits are required to create a room block. Guests booking individually under a room block are subject to the standard room deposit policies and cancellation policies of the hotel (see details above). All rooming lists are due (14) days prior to the event.