

Catering Policies

MENUS

If in reviewing these menus you do not see your favorite items, we would be pleased to customize a menu to your complete satisfaction. To maintain quality control over the food being served, we ask that all food served be prepared by our kitchen and that no food be taken from the hotel at the conclusion of your function. Menu selections must be limited to two (2) entrées plus a vegetarian selection for the entire group.

ATTENDANCE

In order to facilitate preparation and ensure that everybody attending your banquet fully enjoys their meals, the guaranteed number of people attending the banquet must be confirmed three (3) business days prior to the date of your event. This guaranteed number may not be reduced after this confirmation. Special meals requested by your guests the day of the wedding will be prepared with your permission and added to the remaining balance due.

ROOM ARRANGEMENTS

Please specify your final requirements for table arrangements as well as other furnishings such as dance floor, bandstand, audio-visual aids, etc. two (2) weeks before your event. Your coordinator will gladly provide assistance in planning your room layout and setup needs. Private rooms are reserved on the basis of anticipated attendance.

BEVERAGE SERVICE

The serving of alcoholic beverages is limited to persons of legal age as stated by the laws of Pennsylvania. Compliance with these laws requires that all beverages be provided by the hotel. Liquor cannot be brought into the hotel by outside sources. All service of alcoholic beverages must be attended by a bartender.

SECURITY

We would be pleased to discuss security arrangements with you prior to your function, but we cannot assume any responsibility for damage to or loss of any guest's clothing or possessions. All personal property brought to the hotel will be at the sole risk of the engager, and the hotel will not be liable for any loss of or damage to this property for any reason. The Hilton Harrisburg will not assume any responsibility for property left on the premises more than two (2) weeks after the conclusion of the function.

STORAGE

Personal items, decorations and props may be delivered no more than three (3) days prior to your event. All items must be labeled and accompanied by the Inventory List provided by your coordinator. Alternate arrangements must be discussed and approved in advance by your coordinator. You are responsible for picking up all items within three (3) business days after your event.

TERMS

All menu prices are subject to 19% gratuity and state sales tax. The Hilton Harrisburg requires full payment at the conclusion of your event

CATERING PRICES

Our current banquet prices are listed on the enclosed menus. Although we make every effort to hold these prices, this is not always possible. Therefore, prices in effect 90 days prior to the function will be honored.

