Patton Hall and Spates Community Club & Conference Center
at Joint Base Myer-Henderson Hall

Five Star
catering

PATTON HALL and SPATES COMMUNITY CLUB & CONFERENCE CENTER

Tuesday - Friday * 9 AM to 5 PM Sunday, Monday, and Holidays are open for catered events only.*

We welcome all active duty service members, retirees, and civilians for parties, meetings, conferences and a variety of special events. Our staff will gladly design a catered event suited to your individual or group preferences.

PLEASE BE ADVISED that in order to provide quality customer service and reduce wait times, we now require customers to schedule an appointment to speak with a Five Star Catering representative. Walk-In appointments will be serviced as time allows.

SUGGESTED TIME TABLES

At time of booking:	Initial deposit due.
One (1) month prior to event:	Menu and event details are due.
Two (2) weeks prior to event:	Final guest count, payment in full and any changes due.
Seven (7) business days prior:	Detailed guest list due.

DEPOSITS & PAYMENTS

Deposits must be received at the time of booking in order to confirm a reservation. This deposit will be credited to the final bill. Deposits become non-refundable twenty-four (24) hours after booking. Payment by check requires a valid photo ID and must be received two (2) weeks in advance. Any remaining balance will be paid no later than the event's conclusion. Hosted bars will be billed to the credit card on file the next business day.

ADDITIONAL CHARGES & FEES

All food and beverage items will be assessed a 20% service charge (30% on Sundays, Mondays and Holidays). Room rental charges apply to non-catered events and when food and beverage selections do not meet the minimum requirements. Kindly note that we do not charge tax!

When two (2) single-entree plated meals are ordered, a $2.50 per person split menu fee will be charged.

Butler passed hors d'oeuvre will be billed at $35 per hour. Additional servers or wait staff, if requested, will be billed at $35 per hour. Attendant fee, when applicable, is $75 for the duration of food service.

A $2.50 per person cake cutting fee will be charged for cakes not provided by Patton Hall.

A $300 flat rate fee will be charged for cleaning up rice, confetti, rose petals, glitter or other such items that are thrown in or around the catering facility.

***Sunday/Monday events require a food minimum of $3,500. Catering prices and menus are subject to change without notice.**

General Information

EVENT DURATIONS

- Seated Luncheon ..... 3 Hours
- Seated Dinner ..... 4 Hours
- Cocktail (Stand-Up) Reception ..... 2 Hours

MEETING ONLY EVENTS

Schedule Tuesday - Friday from 8 AM to 5 PM for a minimum of three (3) hours.

EVENT TIME TABLE

- Initial Deposit due at the time of booking.
- Event Details (menu, guest count estimate, etc.) are due two (2) weeks prior to the event.
- Final Payment (w/minor changes to event details) is due one (1) week prior to the event.

DEPOSITS

- Ballroom $1000
- Large Room $500
- Small Room $300

PRICING & SERVICE CHARGE

All food and beverage items will be assessed a 20% service charge (30% on Sunday, Monday, and Holidays). Prices and Menus are subject to change due to changing market conditions and minimum orders. Five Star Catering must provide all food and beverages (exceptions are made for specialty cakes that must come from a commercial bakery). Upon request, we will order specialty wines, beer, and liquors for your event.

Corkage Fees will be applied to alcoholic beverages of your choice.

- Domestic Beers ..... $2.00 per bottle
- Import Beers ..... $3.00 per bottle
- Wine & Spirits ..... $13.00 per bottle

PLEASE NOTE: All special orders will be paid in full in advance and leftover quantities become part of our club inventory. Appropriate room rental fees will be assessed when the guest count or the revenue minimum is not met.

General Information

GUEST COUNT

Applies to Seated Meals

Ballroom	140 - 450
Large Room	75 - 120
Small Room	25 - 60

REVENUE MINIMUMS

A $3500 plus a 30% service charge (Sundays, Mondays, and Holidays only at Patton Hall)

	Tuesday - Saturday Until 4 PM	**Tuesday - Saturday After 4 PM**
Ballroom	$2000	$4,000
Large Room	$1500	$3,000
Small Room	$500	$1,000

ROOM RENTAL FEES (for meetings and conferences only)

* Set-up fee for all rooms is $150 in addition to room rental fee.

	Tuesday - Friday Until 4 PM	**After 4 PM and Sun/Mon/Holidays**
Ballroom	$300 per hour	$450 per hour
Large Room	$200 per hour	$350 per hour
Small Room	$150 per hour	$250 per hour

General Information

EQUIPMENT RENTALS (for the duration of the event)

Screen & AV Equipment	$150
Piano	$150
Dance Floor	$225
Centerpiece Mirrors	$3 each (minimum 10)
Charger Plates	$2 each (minimum 50)
Votive Candles	$2 each (minimum 25)

** A podium with microphone is provided at no cost.

LIABILITY & SECURITY

Sponsors are responsible for any damage to the facility during the event by any of their guests, employees, or independent contractors under their control or hire.

Sticking, taping, or using pins on the walls to hang items is strictly prohibited.

Patton Hall is unable to assume responsibility for damage or loss of any merchandise or articles left or sent prior, during, or following a sponsor's event. Sponsors are recommended to arrange for security when displaying exhibits or merchandise of value. Patton Hall's banquet staff can assist patron's in placing party favors on the tables when arranged in advance with Five Star Catering at an extra fee or service charge.

OFFICE HOURS

Tuesday through Friday from 9 AM to 5 PM (At Patton Hall, Saturday visits and meetings are by appointment only)

Breakfast & Brunch

Minimum of 75 Guests
Available Daily until 11:30

Sunrise Breakfast Buffet

Available Tuesday-Friday Only until 11:30

Assorted Chilled Juices, Variety of Cold Cereals, Scrambled Eggs, Crisp Bacon, Sausage Links, Cheddar Hash Browns,
Assorted Breakfast Breads with Butter and Fruit Preserves
$18.00

Brunch Buffet

Not Available After 2pm

Orange, Cranberry, and Grapefruit Juices, Seasonal Fresh Fruits, Antipasto Salad, Mixed Green Salad with Assorted Dressings
Smoked Norwegian Salmon with Bagels Cream Cheese Onion and Capers, Grilled Breast of Chicken with Wild Mushrooms in Sage Sauce,
Fresh Medley of Seafood in Rich Lobster Sauce, Scrambled Eggs with Chives, Fresh Au Gratin Potatoes, Seasonal Vegetables, Bacon, Sausage
Assorted Breakfast Breads with Butter and Fruit Preserves **$28.00**

Brunch Buffet Additions

A 50-serving minimum. Requires $60 Attendant Fee

Carved Honey Glazed Ham or Roasted Turkey Breast

Served with Traditional Accompaniments **$6.25**

Omelet Station

Prepared at your Buffet with a Variety of Fillings **$5.25**

Belgian Waffle Station

Prepared at your Buffet with Warm Maple Syrup and Fruit Toppings **$5.25**

All Selections include Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Meeting Planner

Meeting of 20 Guests

CONTINENTAL BREAKFAST

Orange Juice, Assorted Mini Muffins and Mini Croissants, Coffee and Tea Station **$14.00**

ALL DAY MEETING PLANNER

Continental Breakfast and Afternoon Service of Bottled Water and assorted Sodas
Accompanied by an array of lunch Cold Cuts on Assorted Breads, Potato Chips and Pasta Salad **$23.00**

SNACK SELECTIONS

Serves 25 - 30 Guests

Chips and Dip Tray	$25.00
Mixed Nuts	$14.00 per pound
Tea Cookies	$7.25 per dozen
Tortilla Chips with Fresh Cilantro Salsa, Sour Cream & Guacamole	$45.00
Snack Trail Mix	$7.00 per pound
Chocolate Dipped Pretzels with Sea Salt (white or dark chocolate)	$35.00 per pound

BAKERY SELECTIONS

Fresh Bagels and Cream Cheese	$23.00 per dozen
Fresh Danish	$21.00 per dozen
Fresh Sliced Carrot, Banana and Date Nut Bread	$21.00 per dozen
Fresh Assorted Muffins	$21.00 per dozen
Fresh Croissants	$26.00 per dozen

All food and beverage items will be assessed a 20% service charge.

Lunch Buffet

Available Daily
Minimum of 75 Guests

Italian Buffet

Soup of the Day
Caesar Salad with Herb Croutons
Fusilli Pasta Salad
Baked Parmesan Chicken with Tomato Basil Sauce
Pasta of Chef's Choice
Vegetable Medley
Fresh Breadsticks
Tray of Assorted Cookies
$24.00

Red, White, and Blue Buffet

Soup of the Day
Mixed Baby Green Salad with Assorted Dressings
Chicken Marsala, Beef Stroganoff, Baked Orange Roughy
Seasonal Vegetables, Fettuccini Pasta with Truffle Oil, Fresh Whipped Potatoes
Carrot Cake or Apple Pie
$26.00

Southern Buffet

Ambrosia Salad, Mixed Baby Greens with Assorted Dressings
Southern Fried Chicken, Shredded BBQ Pork, Fried Catfish
Fresh Red Skin Mashed Potatoes, Corn on the Cob
Peach Cobbler or Pecan Pie
$27.00

All Selections include Rolls, Butter, Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Lunch

Lunch Menu Available Daily

SALADS

Grilled Chicken and Shrimp Salad
Crisp Fresh Hearts of Romaine served with Grilled Chicken Strips
and Grilled Garlic Shrimp
served with a Vinaigrette Dressing
$16.00

Grilled Tuna Salad
Mixed Baby Greens, Honey Mustard Grilled Tuna
and Tangerine segments
$15.00

Fruit Salad
Fresh Seasonal Berries and Exotic Fruit on a bed of Fresh Romaine
Hearts and Cottage Cheese accompanied by thinly sliced prosciutto
and/or smoked Norwegian salmon
$13.00

ENTREES

All Entrees include House Salad, Vegetables, Potatoes or Grains
Rolls and Butter

Fettuccini with Chicken
Grilled Chicken Breast Served over Fettuccini
and finished with our very own Alfredo Sauce
$19.00

Grilled Salmon
Lightly Grilled Salmon Served with a Dill Lemon Sauce
$21.00

Chicken Schnitzel
Fresh Breast of Chicken lightly breaded then baked
and finished with a tangy Lemon Caper Sauce
$19.00

Salads and Entrees are served with Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Lunch

Lunch Menu Available Daily

ENTREES (con't)

All Entrees include House Salad, Vegetables, Potatoes or Grains, Rolls and Butter

London Broil
Marinated and then Char-Grilled to perfection of medium rare
$24.00

Grilled Chicken Breast
served with Mustard Dill Sauce and Seasonal Vegetables
$20.00

Seafood Jambalaya
Fresh Shrimp, Scallops, Mussels, and Crab Meat Combined in a Savory Tomato Sauce Reduction served with your choice of penne pasta or rice.
$23.00

Stuffed Chicken Breast
Tender Breast of Chicken Stuffed with Roasted Shitake Mushrooms and Shallots, then topped with White Wine Sauce
$21.00

Pistachio and Fresh Basil crusted Roasted Pork Tenderloin
Tender Pork Roasted Medallions marinated with Fresh Herbs, Served with a Spicy Apricot Sauce
$22.00

Baked Orange Roughy OR Mahi Mahi Filet
served with Black Bean and Mango Relish
$26.00

4 oz Petit Filet and Herb Chicken
Grilled Filet Served with Cabernet Mushroom Sauce and a Grilled Chicken Breast Topped with Pesto Sauce
$30.00

Entrees are served with Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Hors d'oeuvres*

Beef

BBQ Meatballs
$1.25

Beef Tenderloin on Crostini
$3.75

Beef Kabob
$4.25

Beef Fajita Lettuce Wrap
$2.75

Mini Beef Sliders
$3.25

Chicken

BBQ Chicken Wings
$1.75

Chicken and Lemon Grass Potsticker
$2.75

Chicken Spring Roll (Lumpia)
$2.25

Cajun Chicken Fingers
$3.25

Mini Chicken Cordon Bleu
$2.75

Rolled Chicken Quesadillas
$2.75

Chicken Fajita Lettuce Wrap
$2.75

Mini Chicken Breast Sliders
$3.00

Pork

Fried Pork Wontons
$1.50

Pigs in a Blanket
$1.50

Quiche Lorraine
$2.25

Asparagus Wrapped in Prosciutto
$3.00

Chorizo & Black Bean Spring Rolls
$3.25

Fried Pork Belly (skewered)
$3.25

Fried Pork Belly Wraps (rice noodle wraps)
$3.75

Lamb

Lamb Lettuce Wraps
$3.25

Lamb Samosa in Phyllo
$3.75

Lamb Kabob
$4.25

Char-grilled Lamb Chops
$5.75

Additional selections are available. Please ask to speak with the Executive Chef.

*Items are priced per piece. Minimum of 100 pieces. ● All food and beverage items will be assessed a 20% service charge.

Hors d'oeuvres*

Seafood

Coconut Shrimp
$2.25

Mini Maryland-Style
Crab Cakes
$3.50

Smoked Salmon
on Toast Points
$3.25

Artichokes Stuffed
with Crabmeat
$3.50

Mini Salmon Cakes
$3.50

Fresh Mushrooms Stuffed
with Jumbo Lump Crab Meat
$3.75

Grilled Shrimp Puttanesca
on Crostini
$3.75

Applewood Smoked Bacon
Wrapped Scallops
$4.25

Lobster Claws and Iced Gulf Shrimp
Market Price

Vegetarian

Edamame Potstickers
$2.25

Vegetarian Eggrolls
$2.25

Jalapeno Poppers
$2.75

Puttanesca Bruschetta
$3.00

Spinach Quiche
$3.00

Cherry Blossom Tart
$3.25

Roasted Portobello Mushroom
Veggie Wrap
$3.25

Cranberry & Gorgonzola
Cheese Tart
$3.75

Cremini and Portabello
Mushrooms on Crostini
$3.75

Spinach and Cheese
in Phyllo Dough
$3.25

Brie and Raspberry
wrapped in Phyllo
$3.75

Additional selections are available. Please ask to speak with the Executive Chef.

*Items are priced per piece. Minimum of 100 pieces. ● All food and beverage items will be assessed a 20% service charge.

Attended Stations

The selections below require a $60 Attendant Fee

Pasta Station
Selection of Tri-Colored Pasta
served with Marinara, Alfredo and Pesto Sauces
Served with chicken, mushrooms, ham, tomatoes, onions,
peppers, spinach, zucchini, and squash.
$285.00 per 40 - 50 servings

Honey Glazed Smoked Virginia Ham (boneless)
Served with Horseradish Sauce and Mayonaisse
Imported Mustard, and Miniature Rolls.
$250.00 per 40 - 50 servings

Steamship Round of Beef (bone in)
Served with Au Jus, Horseradish Sauce, Mayonnaise,
Mustard and Silver Dollar Rolls.
$800.00 - approximately 100 servings

Certified Angus Roasted Top Round of Beef
Served with Horseradish, Mustard, Mayonnai se
and Silver Dollar Rolls.
$300.00 per 40 - 50 servings

Seafood Pasta Station
Angel Hair, Capellini, Penne and Spaghetti Pasta accompanied with
a Lemon Caper, Alfredo, or Marinara Sauce.
Served with scallops, shrimp, crab meat, and vegetables.
$375.00 per 40 - 50 servings

Char-grilled and Grass Fed Roasted Beef Tenderloin
Served with Chimichurri, Dijon Mustard, Tarragon Mayonnaise
and Silver Dollar Rolls
$550.00 per 50 servings (2 pieces)

Tex-Mex Nacho Station
Shredded lettuce, fire roasted tomatoes, and shredded
five-cheese blend served with chili con carne, cheese sauce,
guacamole, green and red salsa, and
accompanied with fresh tortilla chips
$275.00 per 40 - 50 servings

All food and beverage items will be assessed a 20% service charge.

Decorative Platters

Each serves approximately 40 - 50
Except Kobe Beef Tray which serves 25 - 30

Vegetable Tray with Dip
Served with your choice of Ranch, Bleu Cheese Dressing
or Sun-Dried Tomato & Olive Dip
$125.00

Fresh Fruit Tray (Seasonal Fruit)
Raspberries, Blackberries, Blue berries, Cantaloupe, Honey Dew,
Grapes, Strawberries, Watermelon and Pineapple
$140.00

Cheese Tray with Crackers
Served with assorted table water crackers
$145.00

Fresh Mozzarella and Pear Tomatoes skewered on a bed of shredded Fresh Basil
Finished with balsamic viniagrette
$180.00

Whole Poached Salmon
Served with Onions, Capers, Cream Cheese
and assorted table water crackers
$320.00

Kobe (Wagu) Beef Tray
Served with Roasted Garlic and Shallot Spread
$425.00

Maryland Crab Dip
With fresh French baguettes
$210.00

Grilled Asparagus and Portobello Mushrooms
Fresh pencil tip asparagus marinated then grilled
and finished with a balsamic reduction
$270.00

Crustacean Creation
Iced Jumbo Shrimp, Marinated Spiced Shrimp, and Crab Claws
Served with Fresh Lemons & Cocktail Sauce
Minimum 150 pieces
Market Price

More Selections on Reserve such as Oysters, Clams, Jubmo Shrimp, Crab Claws and Mussels.

All food and beverage items will be assessed a 20% service charge.

Dinner Buffet

Available Daily
Minimum of 75 Guests

SALADS

Select Three
Caesar Salad, Fusilli Pasta Salad, Mixed Baby Green Salad, Fruit Salad, Jicama Slaw,
Button Mushroom Salad, Ambrosia Salad, Seasoned Marinated Vegetable Salad, Tortellini Pesto Salad

ENTREES

Select Three
Herb Roasted Chicken, Pan Fried Sea Trout, Chicken Marsala
Flounder Florentine, Seafood Newburg, Breast of Turkey*, Top Round of Beef*
Baked Glazed Country Ham*, Tenderloin Tips Maderia, Salmon with Lemon Caper Sauce

*Requires $75 Attendant Fee

ACCOMPANIMENTS

Select three
Rice Pilaf, Fettuccini Alfredo, Roasted Red Potatoes, Steamed Broccoli
Bouquetiere of Vegetables, Au Gratin Potatoes, Multi- Grain Rice
Honey Glazed Baby Carrots, Fresh Green Beans Almandine, Broccoli Rabe

DESSERT

Select one
Pecan Pie, Apple Pie, Cheesecake, Chocolate Cake
or Fresh Fruit Cup

$34.00 Per Person

Buffet Meals include Rolls, Butter, Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Dinner

STARTERS

Petit Maryland Style Crab Cake
Fresh Jumbo Lump Crab served with fresh cilantro aioli
$14.00

Shrimp Cocktail
Jumbo Spiced Gulf Shrimp Served in a martini glass
with a Spicy Cocktail Sauce and Lemon wedges
Market Price

Trio Mushroom Vol Au Vent
A Trio of Roasted Exotic Mushrooms and Shallots
topped with a hint of Goat Cheese
then finished with a Cognac Sauce
Market Price

SOUPS

Served by the cup
(price per cup)

Crab and Asparagus Soup
Fresh Asparagus and Blue fin Lump Crabmeat
finished with a Roasted Red Pepper Coulis
$8.00

Homestyle Chicken Noodle Soup $4.00

Hearty Minestrone $5.00

Golden Italian Lentil Soup $6.00

Potato and Leek $5.00

Butternut Squash Soup (seasonal) $5.00

Acorn Squash Soup (seasonal) $5.00

New England Clam Chowder $6.00

Buffet Meals include Rolls, Butter, Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Dinner (con't)

SPECIALTY SALADS

Healthy Hearty Salad
Fresh Hearts of Romaine, Palm, and Marinated Artichoke Hearts on a bed of Mixed Baby Greens
and drizzled with a Balsamic House Dressing
$8.00

Five Star Designer Salad
Assorted Baby Field Greens, Pear Tomatoes, Julienne Cucumbers and Mushrooms accompanied with
baby Tangerine segments then finished with a Raspberry Vinaigrette
$6.00

Spinach Salad
Fresh Baby Spinach, Mushrooms and Endive accompanied with Pickled Beets and Eggs
then Drizzled with Creamy House Dressing
$7.00

Buffet Meals include Rolls, Butter, Freshly Brewed Coffee and Tea • All food and beverage items will be assessed a 20% service charge.

Dinner Entrees

Beef

London Broil
Marinated and then char-grilled
to perfection of medium rare
$28.00

Roasted Prime Rib of Beef (King Cut)
Served with Natural Juices
and Horseradish Sauce
$32.00

Filet Mignon
8 oz tender filet of Certified Angus Beef
with Red Wine Reduction Sauce
$35.00

Chicken

Chicken Marsala
Grilled Breast of Chicken
Sauteed in Marsala Wine
$22.00

Breast of Chicken Picatta
Served with a light
Lemon Butter Caper Sauce
$23.00

Raspberry Chicken
Fresh Pan Seared Chicken Breast
accompanied by a Trio of Fingerling Potatoes
and a Fresh Julianne Vegetable Medley
and finished with a
Raspberry and Balsamic Vinegar Reduction
$23.00

Breast of Chicken Florentine
Baked Breast of Chicken
Served on a bed of Spinach
Topped with Hollandaise Sauce
$24.00

Seafood

Baked Salmon
Served with Rice Pilaf
and light Lemon Butter
Caper Sauce
$25.00

Mahi Mahi
Cooked with Tomatoes, Capers
Artichokes and Roasted Fennel
$27.00

Stuffed Flounder or Rainbow Trout
Fresh fish stuffed with
Deviled Maryland Crab and served with Lemon
Caper Butter Sauce
$28.00

SPECIAL REQUEST ENTRÉE
#1 Filet Mignon and Salmon or Chicken
#2 Tournedo of Beef and either
Grilled Salmon Fillet or Grilled Chicken Breast
Served with Red Wine and Light Butter Sauces
$37.00

All Entrees include House Salad, Vegetables, Potatoes or Grains, Rolls and Butter, and are served with freshly brewed coffee and tea.

All food and beverage items will be assessed a 20% service charge.

Desserts

Assorted French Mini Pastries	$3.25 each
Ice Cream (chocolate, strawberry, vanilla)	$3.25
Sorbet (lemon-lime, lemon-basil, mango, watermelon)	$4.50
Apple Pie	$4.25
Pecan Pie	$4.25
Carrot Cake	$4.75
Key Lime Pie	$4.75
Chocolate Cake	$5.25
Fruit Cup	$5.25
New York Style Cheesecake	$5.75
White Chocolate Mousse Cake	$6.00
Tiramisu (Lady Fingers soaked in Espresso and Kahlua, layered with sweet Mascarpone Cream)	$6.25
Creme Brule	$8.00
Cookies (full size) Chocolate Chip, Oatmeal Raisin, Sugar, White Chocolate Macademia Nut	$1.75 a piece

All items sold per piece. All food and beverage items will be assessed a 20% service charge.

Beverages

Each beverage is priced per 40 - 50 12 oz servings.

Fruit Punch
$70.00

Iced Tea (sweet, unsweet, or flavored)
$60.00

Lemonade
$80.00

Rum Punch
$120.00

Champagne Punch
$110.00

Assorted Chilled Juices
$2.25

Assorted Soft Drinks
$1.75

Bottled Water
$1.75

750 ml Spring Water
$875

Bottled Sparkling Water
$2.75

Freshly Ground Coffee
and Specialty Tea Station
$1.75

Pasteurized Sparkling Cider
by the bottle
$12.75

Alcoholic beverages are sold to guests 21 years old and older. All food and beverage items will be assessed a 20% service charge.

Beer, Spirits, & Wine

$50.00 Setup Fee & First Hour (per bar)
$20.00 Bartending Fee Each Additional Hour (per bar)

Hosted or Cash Bar

(Per Drink Prices)

Standard Brands.....$4.50	Domestic Beer.....$3.75	Soft Drinks.....$1.75
Premium Brands.....$5.25	Imported Beer.....$5.75	Assorted Juices.....$2.25
Cordials and Cognacs..... $7.50	Premium Imported Beer.....$9.75-$14.50	Sparkling Water..... $2.75
	Wine (by the glass) .....$4.75 - $6.00	

PREPAID HOURLY BAR SERVICER

For the first hour: Standard Brand - $20.00 Per Person * Premium Brands - $24.00 Per Person
Each additional hour: Standard Brands - $10.00 Per Person * Premium Brands - $12.00 Per Person

House Wines by the Carafe

Red, White, or Blush
$18.00

Alcoholic beverages are sold to guests 21 years old and older. All food and beverage items will be assessed a 20% service charge.

Beer, Spirits, & Wine

$75.00 Setup Fee & First Hour (per bar)
$20.00 Bartending Fee Each Additional Hour (per bar)

White & Blush Wines by the Bottle

Chateau St. Jean Chardonnay	$28.00
Cavit Pinot Grigio	$19.00
Kendall Jackson Chardonnay	$35.00
Glen Ellen Chardonnay	$17.00
Jacobs Creek Chardonnay	$21.00
Sutter Home White Zinfandel	$16.00
Santa Rita Sauvignon Blanc	$24.00

Red Wines by the Bottle

Kendall Jackson Cabernet Sauvignon	$45.00
Glen Ellen Cabernet Sauvignon	$20.00
Chateau St. Michelle Cabernet Sauvignon	$26.00
Columbia Crest Merlot	$26.00
Jacobs Creek Merlot	$27.00
Barton and Guestier Beaujolais	$25.00
Cavit Pinot Noir	$19.00

Champagnes

Dom Perignon	$350.00
Martini & Rossi Asti Spumanti	$50.00
Korbel Brut	$31.00
J. Roget	$21.00
La Marca (prosecco)	$45.00

Sparkling Wines (Splits)

Marquis de la Tour	$10.00
Prosecco Brut Maschio	$ 7.00
Korbel Champagne	$ 7.00
Prosecco Zonin	$ 8.00
J. Roget	$ 6.00

Alcoholic beverages are sold to guests 21 years old and older. All food and beverage items will be assessed a 20% service charge.

Directions & Map

Fort Myer is located across the Potomac River from Washington, D.C., adjacent to Arlington National Cemetery.

Hatfield Gate is on Washington Blvd. at South 2nd Street -- Main gate, open at all times Wright Gate is on Marshall Dr. at Meade St. just off Rte 110 -- open from 5 a.m. to 11 p.m. seven days a week for those who hold a valid DoD ID card.

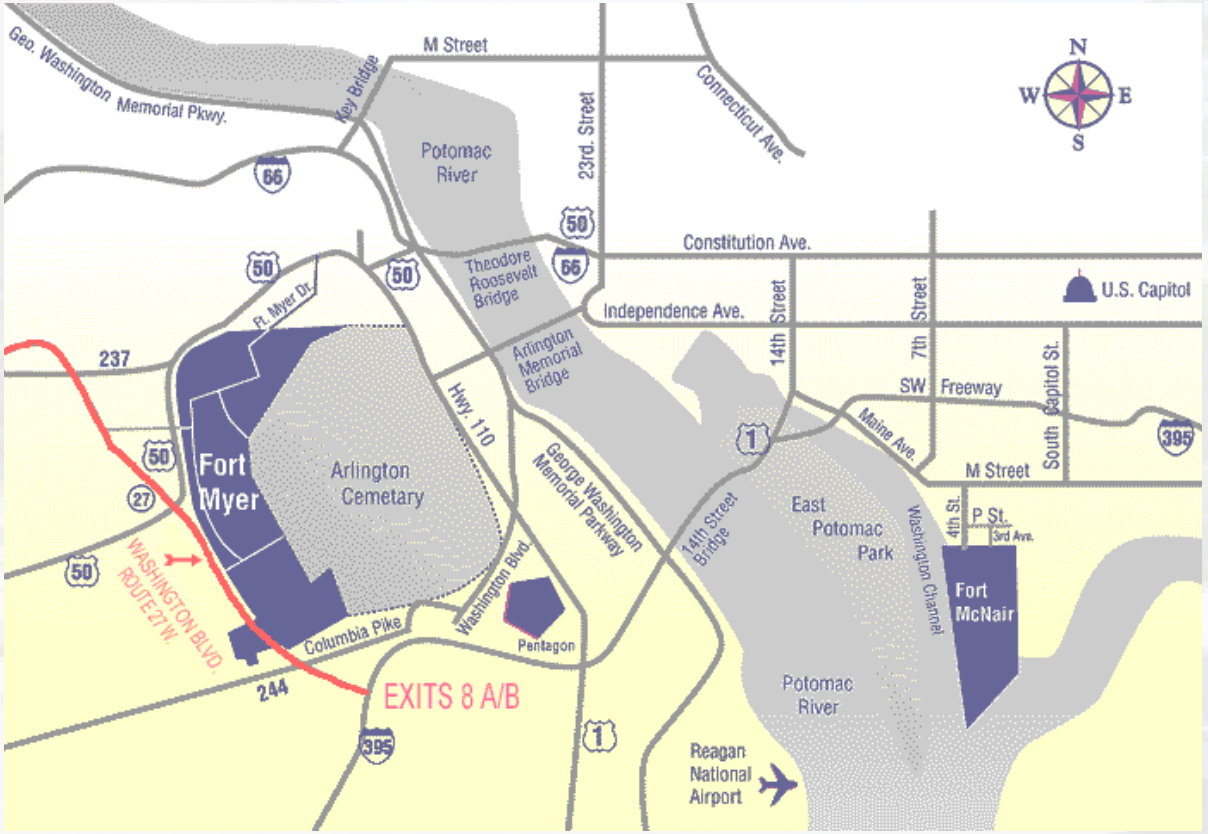
**Access times are subject to change.

FROM THE SOUTH ON INTERSTATE 95
Inside the Capital Beltway, I-95 becomes I-395. Proceed north toward Washington. Take Exit 8A (7 miles inside the Beltway), marked "Washington Blvd., Route 27." Bear left on the ramp, following the signs. Exit Washington Blvd. to the right at the exit marked "Fort Myer Only."

FROM THE WEST ON INTERSTATE 66
Proceed on I-66 inside the Capital Beltway. Take exit 26 (7 miles inside the Beltway) marked "Route 110 South, Pentagon, Alexandria." Pass the Iwo Jima Memorial on your right, then immediately turn right onto Marshall Drive and continue 3/4 miles to Fort Myer gate. This gate is for use by DoD ID card holder only.

FROM THE NORTH ON THE CAPITAL BELTWAY (I-495)
Immediately after crossing the American Legion Bridge into Virginia, exit to the right onto the George Washington Memorial Parkway, toward Washington, Exit 43-44. Merge onto the Parkway, then take exit toward US-50. Merge onto Arlington Blvd/US-50. Proceed west in the right lane to a ramp for Ft. Myer Drive/Meade Street. Make a left turn, pass by the Iwo Jima Memorial on your left, proceed to the stop sign and turn right into Ft. Myer. This gate is for use by DoD ID card holder only.

FROM D.C.
Take I-395 out of the city and into Virginia. Pass the Pentagon and take Exit 8A for Washington Blvd. Proceed on Washington Blvd and take exit marked "Fort Myer Only" on the right.



Policies & Procedures

Please read the following policies and procedures, sign, and return it to the Catering Office, with your signed contract so that we may begin to make arrangements for your event.

1. All guests should enter through Hatefield Gate. A current government issued photo ID is require for all patrons ages 13 and over.

2. All installation visitors must comply with base traffic laws. This includes stopping for pedestrians and posted speed limits throughout the installation. ****Please Note the speed limit through the housing areas on the installation.****

3. DoD agencies are not required to have a sponsor to host an event. A Letter of Intent is sufficient to reserve a room (official events only).

4. **A non-refundable deposit, due on the day the room is reserved,** is required to book an event and will be credited to the final billing.

5. An approximate number of guests attending should be provided at the time of booking to ensure that the selected room is large enough for your special event.

6. Whenever possible, menu selection and final details should be provided no later than 14 days prior to the event, and 30 days prior to wedding receptions. **The final payment (100% of the projected total) is due 7 days prior to the event. We will accept Cash, Cashier's Check, Visa, MasterCard and American Express for payment. Personal checks are not accepted as a form of payment.**

7. Patton Hall reserves the right to provide an alternate entrée to guests in attendance above and beyond the actual number of guests stated in the contract. The guest will be notified as far in advance as possible should this happen. We will not be able to refund any portion of the bill should the event host lower the guest count within 72 hours of the event.

8. Patton Hall reserves the right to move your event to another room should the final event count significantly change or an official military event needs the space.

9. When serving a two-entrée a la carte menu, the following conditions apply:
   a. All guests in attendance must possess a prepared ticket stating the entrée they have preselected.
   b. Due to the additional costs to prepare two of the three entrees, all attendees will pay for the higher priced entrée, which is the split menu fee of $2.50.

10. **All guests under the age of 21 are prohibited from purchasing or consuming alcoholic beverages.** The responsibility for compliance rests solely with the host. Minors may not consume or "help themselves" to the available beverages either at the bar or on the self-serve stations.

11. If the host cancels the event for any reason other than an "Act of God", the host agrees to pay the contracted price and forfeits the deposit. All cancellations must be submitted via email or in person with a written statement.

12. **Due to their seasonal nature, some food items may not be available when details are finalized. However, an equitable substitute will be**

coordinated between the host and Patton Hall.

13. Room Rental Hours and Limitations:
    a. A seated lunch requires three (3) hours.
    b. For a seated lunch, dinner or buffet with bar service, the room rental is four (4) hours.
    c. A 30% Service Charge (the standard rate) will be assessed for booking an event on a Sunday.
    d. Four (4) hours room rental is included in any Wedding Package. The cost to extend is $300.00 per hour no matter the size of the room.

14. A $300.00 cleanup fee is charged to the host if rice, bird seed, confetti, glitter, rose petals, food, etc., are thrown in or outside of Patton Hall.

15. Sparklers are NOT allowed inside or outside of Patton Hall.

16. No glue or tape may be used on the walls/wallpaper for hanging decorations or other items. The host is responsible for any damage to the property.

17. A $3,500 minimum for food plus the 30% Service Charge is required for **events scheduled on Sunday and Monday** (excludes Spates).

18. **Heating and AC** (for events booked October-February or April-September): Patton Hall does not have individual room thermostats to control heating or air conditioning. During the specified months, there may be some days when the temperature may not be ideal in our banquet rooms. We will do what we can to ensure you and your guests are comfortable.

19. Outstanding balances in excess of 30 days, will be charged to the sponsors' credit card on file.

20. Patton Hall is not responsible for Acts of God or any other act, event, circumstance, or condition, beyond the control of the club.

21. **The Club is not responsible for items left in the banquet rooms.** All personal items should be removed by the host immediately after the event.

22. It is the hosts' responsibility to distribute party favors, place cards, decorations, candles, etc. We will do everything possible to have your room available two (2) hours prior to the event.

23. Prices are subject to change as commodities change in the market. Please contact the Five Star Catering Office for updated pricing information before booking your event.

24. A gratuity of 20% will be added to the cost of all food, beverage and menu packages that are not inclusive.

25. Gate access and POC for more information can be found by going to http://www.jbmhh.army.mil/WEB/JBMHH/Directorates/EmergencyServices.htm

Installation Access

DoD ID card holders (active and reserve component military personnel and their family members; retired military personnel and their family members; and federal workers and cleared contract personnel) -- may enter JBM-HH, including Fort Myer and Henderson Hall, Va. -- and Fort McNair, District of Columbia, by presenting a Common Access Card (CAC) or DoD- or other federally-affiliated ID card.

All non-DoD or non-federally-affiliated ID card holders and drivers of commercial delivery vehicles (includes visitors and contractors who do not qualify for DoD ID cards -- volunteers, church goers and nannies, for example) will be directed to Hatfield Gate -- Washington Boulevard at South 2nd Street, Arlington, on the Fort Myer portion of the joint base; and Second Street Gate -- 2nd Street, south of P Street on the Fort McNair portion of the joint base.

These non-DoD- or non-federally-affiliated visitors could include someone who is your guest, and they must have an NCIC-III (National Crime Information Center) criminal history check prior to being granted access. To prevent long lines and backups at the access control points, these non-DoD-affiliated visitors are encouraged to pre-register at the Visitor Control Center in Building 415, on the Fort Myer portion of the joint base.

Submitting a guest list for your event is required five (5) days prior to the event date. Installation Access forms for Visitors can be found on our website homepage: jbmhh.armymwr.com.

Patton Hall
& Spates Community Club & Conference Center

214 Jackson Avenue
Fort Myer, VA 22211
P: 703.524.0200
F: 703.524.4839

Office Hours are Tuesday - Friday
9 AM to 5 PM

Saturday hours are available for prescheduled appointments only.

jbmhh.armymwr.com

Meeting your needs.

Exceeding your expectations.