

MA 18P 18090500000000000025  
MODIFICATION

**State of Maine**



**Master Agreement**

**Effective Date:** 11/19/18

**Expiration Date:** 09/30/24

**Master Agreement Description:** PQVL for Conference and Meeting Space

**Buyer Information**

Sherri Brooker 207-624-8878 ext. Sherri.Brooker@Maine.gov

**Issuer Information**

Sherri Brooker 207-624-8878 ext. Sherri.Brooker@Maine.gov

**Requestor Information**

Sherri Brooker 207-624-8878 ext. Sherri.Brooker@Maine.gov

**Agreement Reporting Categories**

**Authorized Departments**

ALL

**Vendor Information**

**Vendor Line #:** 1

**Vendor ID**

VC1000087449

**Vendor Name**

SUNDAY RIVER RESORT

**Alias/DBA**

SOMEDAY BIGGER DAY CARE

**Vendor Address Information**

PO BOX 4500

NEWRY, ME 04261

US

**Vendor Contact Information**



MA 18P 18090500000000000025

Each signatory below represents that the person has the requisite authority to enter into this Contract. The parties sign and cause this Contract to be executed.

State of Maine - Department of Administrative and Financial Services

DocuSigned by:  
David Morris 9/29/2023  
Signature Date

David Morris, Acting Chief Procurement Officer

Vendor

Lenelle Tabor 9/29/23  
Signature Date

Director of Sales  
Print Representative Name and Title

**RIDERS**

<input checked="" type="checkbox"/>	The following riders are hereby incorporated into this Contract and made part of it by reference: (check all that apply)
<input checked="" type="checkbox"/>	Rider A – Scope of Work and/or Specifications
<input checked="" type="checkbox"/>	Rider B – Terms and Conditions
<input type="checkbox"/>	Rider C - Exceptions
<input checked="" type="checkbox"/>	Debarment Form – Appendix A from RFQ
<input checked="" type="checkbox"/>	Rider D - Price sheet
<input type="checkbox"/>	Other – Included at Department’s Discretion

**RIDER A**  
**Scope of Work and/or Specifications**  
**MA 180905\*25**

**Commodity: Conference & Meeting Space**

**Master Agreement Competitive Bid RFP: 201803033**

**Contract Period:** Through September 30, 2024

**Vendor Contact Person:** The vendor contact person will help consumers place orders, inquire about orders that have not been delivered, all shipping issues, quality issues and any issues pertaining to the Master Agreement (MA) contract. All orders not submitted through a Delivery Order will be sent through the vendor contact person. The vendor contact person for this MA is:

**Name:** LenElla Tabor    **Tel:** 800-543-2754    **Email:** Lenella.tabor@sundayriver.com

**Prices:** Prices are with shipping terms of “Free on Board (FOB) – Destination”. The State intends for this to mean that all goods shall be priced to include shipping charges, if any, to the State’s desired location. The “FOB – Destination” shipping term is also intended to mean that the State shall not bear any responsibility for the goods in question until the State takes possession of them at the destination point of delivery.

**Quantities:** It is understood and agreed that the MA will cover the actual quantities required by the State over the length of the contract.

**Ordering Procedures:** Delivery Orders (DO) will be created in AdvantageME for all orders over \$5000.00. If a DO is used, the DO will be emailed to the email address referenced on the MA as a .pdf file. Orders less than \$5000.00 can be placed using a State of Maine issued P-Card (credit card).

**Using Departments:** The primary using departments of this Master Agreement are: All

**Shipping Points:** The items covered by this MA may be requested for and expect to be shipped to any State of Maine owned facility.

**Delivery:** The vendor is responsible for the delivery of material in first class condition at the point of delivery, and in accordance with good commercial practice.

## Specifications

1. **ADA:** Americans with Disabilities Act
2. **Agency:** A State of Maine Government Agency sponsoring a specific procurement action or conference/meeting room rental.
3. **Delivery Order (DO):** An order created to procure specific assignments from an established Master Agreement. DO's are required for services in the amount of \$5,000 or more.
4. **Department:** Department of Administrative and Financial Services, Bureau of Business Management, Division of Procurement Services
5. **Facility:** A venue used to hold functions, such as an events, conferences, meetings or other purpose gatherings of many individuals.
6. **Master Agreement (MA):** A contractual agreement which will govern the relationship between the State of Maine and the Provider
7. **PQVL:** Pre-Qualified Vendor List
8. **Provider:** A conference/meeting room Provider that is a party to a State of Maine Master Agreement.
9. **State:** State of Maine

This Master Agreement (MA) contract is awarded as part of a Pre-Qualified Vendor List (PQVL) for the provision of rental space for conference and meeting room facilities for the use of all state agencies for a variety of events on an as needed/as available basis. Providers will be required to coordinate, oversee and manage, on a daily basis, all aspects of the event whether small or large for room set up, conference hosting, event flow, staging, etc. The State allows municipal governments, school districts and public higher education institutions to use any contract resulting from this RFP, with the mutual consent of the Provider.

### **A. Mini-Bid Process and Awards**

An Agency seeking a facility will notify all pre-qualified vendors who meet the required geographical area (region) and event size when specific services are needed by initiating the mini-bid process. Providers will be given a description of the particular services needed and asked to respond within a specific timeframe. Bids submitted on behalf of the mini bid process will be evaluated on the basis of the Providers' proposed cost or both proposed cost and detailed offering. The Agency, as applicable, will then select one Provider based on the bids submitted and criteria being evaluated during the "mini-bid" process. The rates (**Rider D**) associated with this MA will form the foundation of each Provider's future "mini-bid" responses - that is, a Provider may not propose rates in the "mini-bid" that are above what was proposed in response to this RFP process (but a Provider may propose a rate lower, if it so chooses).

An Agency would create a Delivery Order (DO) against the MA to secure the facility with the awarded bidder.

Maine Armory Rental Program - When seeking facilities, Agencies are required to include the Maine State Armories, if applicable, when considering possible event

locations. For more information on the programs go to:

<https://www.maine.gov/dafs/bbm/procurementservices/policies-procedure/maine-armory-rental-program>

MAAs are to be used as a tool for Agencies, however each Agency reserves the right to select Providers from the PQVL without using this mini-bid process for emergencies, for projects less than \$5,000 and if only one Provider is able to meet the geographical and event size requirements. At the discretion of the State, large projects and/or projects with unique needs not covered within this RFP may be released and awarded through project specific RFPs. Providers for those projects will not be selected from the PQVL, rather through a separate RFP or other procurement process based on their specific needs/timelines.

The appeal procedures were available upon the original determination of the PQVL. The appeal procedures will not be available during subsequent mini-bid process involving only the pre-qualified or pre-approved list participants if cost is the sole determining factor.

## **B. Space Rentals and Signage**

For large multiday conferences the Agency may need access to the facility the day prior to deliver items and/or set up for the following morning. Prior to usage, each room should be set-up by the facilities staff. Rooms may require furniture, including tables, table skirts, chairs, stools, podium, lectern, dais, staging, pipes and drapes, etc. Rooms should also have a sufficient HV AC system for such needs of each room.

**1. Large Conference/Main Meeting Room Rentals:** Main conference room area that will adequately fit requested number of attendees and agreed-upon accommodations. Agencies may request a large meeting room to accommodate all attendees for needs such as: general session, dining, exhibitor area, etc.

**2. Breakout/Meeting Rooms:** Smaller or secondary conference room(s) used for smaller group meetings to be used concurrent with general assembly room. In most cases, it is preferred that these rooms be in the same building as the large banquet/meeting room (when utilized). If the break out room is part of the main meeting room, it should have a floor to ceiling partition to provide a sound barrier in order for sessions to run concurrently.

**3. Dining Rooms:** Agencies may request a separate meal/break serving area on-site so that neither set-up nor clean-up will interfere with scheduled presentations.

**4. Registration/Lobby area:** Agencies may require a Registration/Lobby area outside of any meeting room.

**5. Secure Storage Area:** Agencies may require a separate secured storage area (mostly for multiday conferences) for equipment, materials, etc.

**6. Restrooms:** Adequate (multi-stall) restroom facilities for participants.

**7. Exhibit Areas:** - Some Agencies hold events that require exhibit areas for inside and/or outside the facility.

**8. Inside/Outside Signage:** Agencies may request signage both inside and outside.

### **C. Facility One Point of Contact**

Provide one dedicated representative assigned as a facility coordinator to oversee and manage all aspects of the event to be sure it runs smoothly and to assist the Agency utilizing the facility with questions and/or needs that arise throughout the event.

### **D. Technology, Rentals and Support**

If applicable, provide onsite technical expertise for both the Agency and attendees for network and internet connectivity and audio-visual support.

1. **Wireless Internet Access:** Facility should include free high speed wireless Internet access sufficient for the number of anticipated participants simultaneously using the Internet, if needed.

Some events may require websites/programs on a network infrastructure requiring regular access to the public worldwide web as well as to standard email servers. If there are, standard facility filtering or blocking features the Provider may be asked to turn it off for the conference, if needed.

2. **Rentals:** Equipment may or may not be provided by the using Agency. The Agency may require the need to rent equipment from the Provider. Such items could include but not limited to:

- a. Staging,
- b. Digital Projection Equipment
- c. Small and Large Screens,
- d. Handheld and Lapel Microphones
- e. Step Stools
- f. Easels
- g. Flags
- h. Charts
- i. Audio/Video Cart
- j. Cables, Connectors, Power Strips, Extension Cords
- k. Amplifier Appropriate for Room Size
- l. Laser Pointer

3. **Audio Visual Equipment and Support:** The Agency may request audiovisual equipment and support for specific events.



## E. Other Requirements

1. **Americans with Disabilities Act (ADA) Compliance:** All spaces, including, but not limited to, presentation spaces, parking, and restrooms should be accessible for individuals with disabilities as per the Americans with Disabilities Act [https://www.govinfo.gov/app/details/STATUTE-104/ STATUTE-104-Pg327](https://www.govinfo.gov/app/details/STATUTE-104/STATUTE-104-Pg327). *If participants require accommodations to access the content of the event, such as an American Sign Language interpreter, the Agency will provide these services separate from this RFP.*
2. **Smoke-Free:** Facility must comply with all applicable laws regarding smoke-free environments.

## F. Meals

Meals will be determined by each Agency and be specific to each event and may or may not be a requirement.

1. **Meal items:** Agencies may request breakfast, lunch, snacks and/or dinner. Providers shall have menu options that provide for a balanced diet with a variety of choices. Providers should provide menu selections that are modest. Water stations may be requested as needed.
2. **Dietary Restrictions:** Providers should be able to accommodate specific dietary restrictions such as food allergies or special diets (vegetarian, vegan, etc.) made in advance upon request.

## G. Lodging

Some events may require overnight accommodations.

1. Lodging is preferred onsite but could be through other local area facilities. Providers who provide onsite lodging should accommodate the total expected number of conference participants. Rooms should be single occupancy and clean, well maintained, and well lighted. Rooms should also include wireless internet access to all guests.

## H. Parking

Adequate parking for all participants (to include onsite parking for individuals with disabilities), or as an alternative, secondary parking with shuttle services of less than five-minute duration preferred.

## I. Reservations:

Providers should have a clear Reservation Plan for how state Agencies should make reservations. Provider must accept reservations for an event or meeting space without requiring pre-payment.

**J. Cancellation of Events:**

Scheduled events may be cancelled by the Agency without penalty, up to 30-days prior to the scheduled event, including, but not limited to: room rentals and meals. Any penalties for cancellations after the above stated cancellation period, and the policies governing such cancellation, must be clearly stated by Provider. If a cancellation policy is not provided, there will be no penalty for events cancelled less than 30-days before the event date.

**K. Reporting:**

Provide to the contract administrator a annual report no later than thirty (30) days after the end of each Fiscal Year which includes:

1. A summary of the services ordered indicating those paid for with a DO and/or agency credit card;
2. The agency utilizing the facility;
3. The total dollar value for each event by agency

**L. Removal from Pre-Qualified Vendors List**

The Department may remove a pre-qualified vendor from the pre-qualified list at any time, upon giving 30 days' written notice to the pre-qualified vendor, if the Department determines that during the pre-qualification term:

1. The pre-qualified vendor failed or refused to perform its contractual obligations,
2. The pre-qualified vendor's performance was unsatisfactory including, but not limited to, the quality and timeliness of services provided, or
3. The vendor no longer has the ability to perform the services specified in this RFP.

**M. Certificate of Insurance**

It is the provider's responsibility to supply an updated copy of the Certificate of insurance to the Agreement Administrator as a new certificate becomes available.

## **RIDER B TERMS AND CONDITIONS**

- 1. DEFINITIONS:** The following definitions are applicable to these standard terms and conditions:
  - a. The term “Buyer” or “State” shall refer to the Government of the State of Maine or a person representing the Government of the State of Maine.
  - b. The term “Department” or “DAFS” shall refer to the State of Maine Department of Administrative and Financial Services.
  - c. The term “Bureau” or “BGS” shall refer to the State of Maine Bureau of General Services.
  - d. The term “Division” shall refer to the State of Maine Division of Purchases.
  - e. The term “Contractor”, “Vendor”, or “Provider” shall refer to the organization that is providing goods and/or services through the contract to which these standard terms and conditions have been attached and incorporated.
  - f. The term “Contract” or “Agreement” shall refer to the contract document to which these standard terms and conditions apply, taking the format of a Buyer Purchase Order (BPO) or Master Agreement (MA) or other contractual document that is mutually agreed upon between the State and the Contractor.
  
- 2. WARRANTY:** The Contractor warrants the following:
  - a. That all goods and services to be supplied by it under this Contract are fit and sufficient for the purpose intended, and
  - b. That all goods and services covered by this Contract will conform to the specifications, drawing samples, symbols or other description specified by the Division, and
  - c. That such articles are merchantable, good quality, and free from defects whether patent or latent in material and workmanship, and
  - d. That all workmanship, materials, and articles to be provided are of the best grade and quality, and
  - e. That it has good and clear title to all articles to be supplied by it and the same are free and clear from all liens, encumbrances and security interest.

Neither the final certificate of payment nor any provision herein, nor partial nor entire use of the articles provided shall constitute an acceptance of work not done in accordance with this agreement or relieve the Contractor liability in respect of any warranties or responsibility for faulty material or workmanship. The Contractor shall remedy any defects in the work and pay any damage to other work resulting therefrom, which shall appear within one year from the date of final acceptance of the work provided hereunder. The Division of Purchases shall give written notice of observed defects with reasonable promptness.

**3. TAXES:** Contractor agrees that, unless otherwise indicated in the order, the prices herein do not include federal, state, or local sales or use tax from which an exemption is available for purposes of this order. Contractor agrees to accept and use tax exemption certificates when supplied by the Division as applicable. In case it shall ever be determined that any tax included in the prices herein was not required to be paid by Contractor, Contractor agrees to notify the Division and to make prompt application for

the refund thereof, to take all proper steps to procure the same and when received to pay the same to the Division.

**4. PACKING AND SHIPMENT:** Deliveries shall be made as specified without charge for boxing, carting, or storage, unless otherwise specified. Articles shall be suitably packed to secure lowest transportation cost and to conform to the requirements of common carriers and any applicable specifications. Order numbers and symbols must be plainly marked on all invoices, packages, bills of lading, and shipping orders. Bill of lading should accompany each invoice. Count or weight shall be final and conclusive on shipments not accompanied by packing lists.

**5. DELIVERY:** Delivery should be strictly in accordance with delivery schedule. If Contractor's deliveries fail to meet such schedule, the Division, without limiting its other remedies, may direct expedited routing and the difference between the expedited routing and the order routing costs shall be paid by the Contractor. Articles fabricated beyond the Division's releases are at Contractor's risk. Contractor shall not make material commitments or production arrangements in excess of the amount or in advance of the time necessary to meet delivery schedule, and, unless otherwise specified herein, no deliveries shall be made in advance of the Division's delivery schedule. Neither party shall be liable for excess costs of deliveries or defaults due to the causes beyond its control and without its fault or negligence, provided, however, that when the Contractor has reason to believe that the deliveries will not be made as scheduled, written notice setting forth the cause of the anticipated delay will be given immediately to the Division. If the Contractor's delay or default is caused by the delay or default of a subcontractor, such delay or default shall be excusable only if it arose out of causes beyond the control of both Contractor and subcontractor and without fault of negligence or either of them and the articles or services to be furnished were not obtainable from other sources in sufficient time to permit Contractor to meet the required delivery schedule.

**6. FORCE MAJEURE:** The State may, at its discretion, excuse the performance of an obligation by a party under this Agreement in the event that performance of that obligation by that party is prevented by an act of God, act of war, riot, fire, explosion, flood or other catastrophe, sabotage, severe shortage of fuel, power or raw materials, change in law, court order, national defense requirement, or strike or labor dispute, provided that any such event and the delay caused thereby is beyond the control of, and could not reasonably be avoided by, that party. The State may, at its discretion, extend the time period for performance of the obligation excused under this section by the period of the excused delay together with a reasonable period to reinstate compliance with the terms of this Agreement.

**7. INSPECTION:** All articles and work will be subject to final inspection and approval after delivery, notwithstanding prior payment, it being expressly agreed that payment will not constitute final acceptance. The Division of Purchases, at its option, may either reject any article or work not in conformity with the requirements and terms of this order, or re-work the same at Contractor's expense. The Division may reject the entire shipment where it consists of a quantity of similar articles and sample inspection discloses that ten (10%) percent of the articles inspected are defective, unless Contractor agrees to reimburse the Division for the cost of a complete inspection of the

articles included in such shipment. Rejected material may be returned at Contractor's risk and expense at the full invoice price plus applicable incoming transportation charges, if any. No replacement of defective articles of work shall be made unless specified by the Division.

**8. INVOICE:** The original and duplicate invoices covering each and every shipment made against this order showing Contract number, Vendor number, and other essential particulars, must be forwarded promptly to the ordering agency concerned by the Vendor to whom the order is issued. Delays in receiving invoice and also errors and omissions on statements will be considered just cause for withholding settlement without losing discount privileges. All accounts are to be carried in the name of the agency or institution receiving the goods, and not in the name of the Division of Purchases.

**9. ALTERATIONS:** The Division reserves the right to increase or decrease all or any portion of the work and the articles required by the bidding documents or this agreement, or to eliminate all or any portion of such work or articles or to change delivery date hereon without invalidating this Agreement. All such alterations shall be in writing. If any such alterations are made, the contract amount or amounts shall be adjusted accordingly. In no event shall Contractor fail or refuse to continue the performance of the work in providing of articles under this Agreement because of the inability of the parties to agree on an adjustment or adjustments.

**10. TERMINATION:** The Division may terminate the whole or any part of this Agreement in any one of the following circumstances:

- a. The Contractor fails to make delivery of articles, or to perform services within the time or times specified herein, or
- b. If Contractor fails to deliver specified materials or services, or
- c. If Contractor fails to perform any of the provisions of this Agreement, or
- d. If Contractor so fails to make progress as to endanger the performance of this Agreement in accordance with its terms, or
- e. If Contractor is adjudged bankrupt, or if it makes a general assignment for the benefit of its creditors or if a receiver is appointed because of its insolvency, or
- f. Whenever for any reason the State shall determine that such termination is in the best interest of the State to do so.

In the event that the Division terminates this Agreement in whole or in part, pursuant to this paragraph with the exception of 8(f), the Division may procure (articles and services similar to those so terminated) upon such terms and in such manner as the Division deems appropriate, and Contractor shall be liable to the Division for any excess cost of such similar articles or services.

**11. NON-APPROPRIATION:** Notwithstanding any other provision of this Agreement, if the State does not receive sufficient funds to fund this Agreement and other obligations of the State, if funds are de-appropriated, or if the State does not receive legal authority to expend funds from the Maine State Legislature or Maine courts, then the State is not obligated to make payment under this Agreement.

**12. COMPLIANCE WITH APPLICABLE LAWS:** Contractor agrees that, in the performance hereof, it will comply with applicable laws, including, but not limited to statutes, rules, regulations or orders of the United States Government or of any state or political subdivision(s) thereof, and the same shall be deemed incorporated herein by reference. Awarding agency requirements and regulations pertaining to copyrights and rights in data. Access by the grantee, the subgrantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records of the Contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Retention of all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed. Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act, (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). (Contracts, subcontracts, and subgrants of amounts in excess of \$100,000). Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

**13. INTERPRETATION:** This Agreement shall be governed by the laws of the State of Maine as to interpretation and performance.

**14. DISPUTES:** The Division will decide any and all questions which may arise as to the quality and acceptability of articles provided and installation of such articles, and as to the manner of performance and rate of progress under this Contract. The Division will decide all questions, which may arise as to the interpretation of the terms of this Agreement and the fulfillment of this Agreement on the part of the Contractor.

**15. ASSIGNMENT:** None of the sums due or to become due nor any of the work to be performed under this order shall be assigned nor shall Contractor subcontract for completed or substantially completed articles called for by this order without the Division's prior written consent. No subcontract or transfer of agreement shall in any case release the Contractor of its obligations and liabilities under this Agreement.

**16. STATE HELD HARMLESS:** The Contractor agrees to indemnify, defend, and save harmless the State, its officers, agents, and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, material men, laborers and other persons, firm or corporation furnishing or supplying work, services, articles, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Contractor in the performance of this Agreement.

**17. SOLICITATION:** The Contractor warrants that it has not employed or written any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Agreement, and it has not paid, or agreed to pay any company, or person, other than a bona fide employee working solely for the Contractor any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon, or resulting from the award for making this Agreement. For breach or violation or

this warranty, the Division shall have the absolute right to annul this agreement or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

**18. WAIVER:** The failure of the Division to insist, in any one or more instances, upon the performance of any of the terms, covenants, or conditions of this order or to exercise any right hereunder, shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant, or condition or the future exercise of such right, but the obligation of Contractor with respect to such future performance shall continue in full force and effect.

**19. MATERIAL SAFETY:** All manufacturers, importers, suppliers, or distributors of hazardous chemicals doing business in this State must provide a copy of the current Material Safety Data Sheet (MSDS) for any hazardous chemical to their direct purchasers of that chemical.

**20. COMPETITION:** By accepting this Contract, Contractor agrees that no collusion or other restraint of free competitive bidding, either directly or indirectly, has occurred in connection with this award by the Division of Purchases.

**21. INTEGRATION:** All terms of this Contract are to be interpreted in such a way as to be consistent at all times with this Standard Terms and Conditions document, and this document shall take precedence over any other terms, conditions, or provisions incorporated into the Contract.

**22. ORDER OF PRECEDENCE.** In the event of a conflict between the documents comprising this Agreement, the Order of Precedence shall be:

- a. Exceptions - If applicable
- b. General Terms & Conditions for Goods and/or Services under Buyer Purchase Orders and Master Agreements
- c. Scope of Work - If applicable
- d. Vender Agreement - Included at Department's Discretion
- e. Other - Included at Department's Discretion

RIDER C  
EXCEPTIONS

NA



### Debarment, Performance, and Non-Collusion Certification

By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals, and any subcontractors named in this proposal:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.
- b. Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:
  - i. fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.
  - ii. violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - iii. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
  - iv. have not within a three (3) year period preceding this proposal had one or more federal, state or local government transactions terminated for cause or default.
- c. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.

- **Failure to provide this certification may result in the disqualification of the Bidder's proposal, at the discretion of the Department.**

To the best of my knowledge all information provided in the enclosed proposal, both programmatic and financial, is complete and accurate at the time of submission.

Name: <i>Leonna Tabor</i>	Title: <i>Director of Sales</i>
Authorized Signature: <i>Leonna Tabor</i>	Date: <i>9/29/23</i>

RIDER D  
"NOT TO EXCEED" RATE SHEET and FOOD POLICIES

**Lodging**

\$132 per night valid for The Summit Lodge or Jordan Lodge

Room types

Studio Superior

Studio Standard

Studio Deluxe

No minimum night stay

No minimum amount of attendees

13% service fee per room will be added



## Continental Breakfast

Service is for 1.5 hours, additional service time requires additional fee.  
For an additional hour of service, add \$3 per person. Minimum of 15 people required for continental breakfast.

### BUILD YOUR OWN CONTINENTAL

Choose four items for \$14.00 or per item at listed price.

- Sunday River Regular & Decaf Coffee by Coffee Hound, Tea \$3.75
- Select 2 Juices: Orange, Cranberry, Grapefruit, Apple, \$4
- Assorted Muffins \$4
- Cinnamon Rolls \$4
- Vanilla Yogurt, Granola (V) \$4.5
- Cereal \$3.75
- Bacon (GF) \$4.5
- Coffee Cake \$3.75
- Fruit Salad (V GF) \$4
- Sliced Fruit (V GF) \$4.5
- Whole Fruit (V GF) \$2
- Assorted Bagels, Cream Cheeses (does not include toaster) \$5
- Oatmeal, Cranberries, Raisins, Brown Sugar (V) \$4
- Scones (V) \$4
- Cinnamon Roll Bread Pudding (V) \$4

Items below are +\$2.25 per person if selected as a choose 4.

- Assorted Gourmet Donuts (V) \$5.5
- Assorted Parfaits (V) \$5.75
- Greek Yogurt & Mixed Berries (V) \$6.25
- Chia Pudding Parfait (V VG GF DF) \$7
- Overnight Oats Parfait (V) \$6.5
- English Muffin, Egg, Cheese, Choice of 1 Meat \$5.75
- Croissant, Egg, Cheese, Choice of 1 Meat \$6
- Bagel, Egg, Cheese, Choice of 1 Meat \$6.25
- Burrito, Egg, Cheese, Choice of 1 Meat \$6.5

## Breakfast Buffet

Service is for 1.5 hours additional service time requires additional fee.  
Minimum of 20 people required. All breakfast buffets include sliced fruit, orange juice, coffee & tea.

- One Entrée & Two Sides \$17.25
- Two Entrées & Two Sides \$19.25
- Two Entrées & Three Sides, Assorted Muffins and Pastries \$22

Additional Breakfast Entrée +\$5.5

Additional Breakfast Side +\$4

### ENTRÉES

- Traditional Scrambled Eggs (V GF)
- Cheese Scrambled Eggs (V GF)
- Vegetable Scrambled Eggs (V GF)
- French Toast (V)
- Blueberry Pancakes (V) +\$1
- Chocolate Chip Pancakes (V) +\$1
- Buttermilk Pancakes (V)
- Three Cheese Quiche (V) +\$1.75
- Bacon & Cheese Quiche +\$1.75
- Spinach & Cheese Quiche (V) \$1.75
- Vegetarian Frittata (V GF)
- Bacon, Sausage, Ham, Frittata
- Cheese Frittata (V GF)
- Biscuits & Gravy

### SIDES

- Sausage Patties
- Sausage Links
- Bacon
- Turkey Bacon
- Ham
- Corned Beef Hash
- Vegetarian Hash (V GF DF)
- Hash Browns (V)
- Home Fries (V GF DF)

### BREAKFAST SANDWICHES

- Choice of One: Bacon, Turkey Bacon, Sausage, Ham, Veggie
- Choice of One: English Muffin, Croissant, Bagel, Burrito

Additional Meat Selection +\$2

Additional Bread Selection +\$1





## Breakfast Enhancements

*Add any of the following to your continental or buffet breakfast. Additional fee applies if not ordered as an accompaniment to a full menu. All items must be ordered for the entire group. Prices are listed per person unless otherwise noted.*

### **Parfait Station (V) \$10**

Greek, Vanilla, Flavored Yogurt, House Granola, Berries, Dried Fruit, Nuts, Honey, Flax Seeds, Chia Seeds

### **Chef-Attended Omelet Station \$13**

*Includes Attendant*

Eggs, Cheese, Bacon, Sausage, Ham, Onions, Peppers, Mushrooms, Spinach, Banana Peppers, Tomatoes

### **Quiche \$33 per quiche**

*Serves 8 people.*

Three Cheese (V)  
Bacon & Cheese  
Spinach & Cheese (V)

*Retail breakfast for operating breakfast outlets can be purchased in advance for your group at \$14.50++ per person between the months of May and October, and \$20.50++ between the months of November and April. Group rate only valid when purchased for entire group.*

## Hot & Cold Beverage Package

*Service is for up to 4 hours. Minimum of 15 people required for beverage package. All items must be ordered for the entire group. Prices are listed per person.*

Includes Regular and Decaf Coffee, Tea, and Assorted Coca-Cola Products \$13





## Sweet Breaks

Service is for up to 1.5 hours, additional service time requires additional fee. Minimum of 15 people required for breaks. All items must be ordered for the entire group. Prices are listed per person.

### Farmer's Break (V) \$6.75

Biscuits, Cornbread, Jams, Butter

### All About Apples (V) \$7.5

Apples, Caramel Sauce, Apple Muffins, Apple Cider

### Maple Break (V NUT) \$7.5

Sweet Breads, Maple Butter, Pecan Maple Tarts

### Build Your Own Trail Mix (V) \$9.5

Nuts, Dried Fruit, Seeds, M&Ms, Granola, Gold Fish, Chex

### Something Maine (V NUT) \$10.5

Assorted Whoopie Pies, Sunday River Trail Mix Cookies, Chex Muddy Buddies

## Savory Breaks

Service is for up to 1.5 hours additional service time requires additional fee. Minimum of 15 people required for breaks. All items must be ordered for the entire group. Prices are listed per person.

### Chips & Dip (V) \$5.5

Choice of One Chip: Potato, Tortilla, Pita

Premium Selection +\$.50

House-Made Potato Chip

Naan Bread

Kale Chips

Choice of One Dip: Onion, Veggie, Spinach, Hummus, Ranch, Ranchero, Salsa

Premium Dips \$.75

Guacamole

Olive Tapenade

Sundried Tomato Tapenade

### House-Made Trio Chip Break (V) \$7.5

Kale Chips, Cajun-Dusted House-Made Potato Chips, Sea-Salted House-Made Chips, Chef's Choice 2 House-Made Dips

### Mediterranean (V) \$10

Naan Bread, Pita Chips, Vegetables, Hummus, Olive Tapenade, Sundried Tomato Tapenade, Spinach Dip

## A La Cart Items

Served per dozen unless otherwise noted.

Cookies (V) \$26

Sunday River Trail Mix Cookie (V NUT) \$31

Gluten-Free Cookies (V, GF) \$34

Brownies (V) \$26

Gluten-Free Brownies (V, GF) \$33

Cinnamon Rolls (V) \$30

Muffins (V) \$28

Coffee Cake (V) \$28

Dessert Bars (V) \$30

Whoopie Pies \$34

Whole Fruit (V, GF, DF) \$22

## Beverages

Coffee Hound Regular or Decaf Coffee \$49/1.5 Gallon

Hot Tea \$39/1.5 Gallon

Hot Chocolate \$32/1.5 Gallon

Lemonade or Iced Tea \$18/Pitcher

Orange, Grapefruit, Cranberry, or Apple Juice \$19/Pitcher

Individual Fruit Juices \$4.75/Each

Assorted Coca-Cola Canned Soft Drinks \$4.5/Each

Dasani Bottled Water \$5/Each





## Lunch On-The-Go

Service is for 1.5 hours. Minimum of 10 per selection required. Additional selections require \$2 per person per selection for all selections.

### BOXED LUNCH

Includes Whole Fruit, Cookie, and Coca-Cola Soft Drink **OR** Bottled Water.

#### Deli Sandwich \$17

##### INCLUDES CHIPS

\*Selection refers to one sandwich which includes one meat, one cheese, one bread. Minimum of 10 per selection required.

Choice of One: Ham, Roast Beef, Turkey, Chicken Salad, Egg Salad, Veggie

Choice of One: Cheddar, Swiss, American, Pepper Jack Cheese

Choice of One: White, Wheat, Bulky Roll, Wrap

#### Gourmet Sandwich \$21

##### INCLUDES CHIPS

\*Selection refers to one sandwich selection. Minimum of 10 per selection required.

Choice of One:

-Turkey, Bacon, Baby Arugula, Tomato, Muenster Cheese, Avocado Lime Aioli, Herbed Focaccia

-Ham, Swiss, Sundried Tomato Pesto, Asparagus, Arugula, Herbed Focaccia

-Apple Pecan Dijon Chicken Salad, Spinach, Wrap

-Edamame Spread, Dijon Mustard, Roasted Tomatoes, Arugula, Cucumber, Roasted Red Peppers, Wrap (V)

-Grilled Vegetables, Garam Masala, Carrots, Hummus, Sprouts, Wrap (V)

-Maine Lobster Roll +\$10.5 •mkt

#### House Salad (V GF DF) \$17

Minimum of 10 required.

Mixed Greens, Tomatoes, Onions, Cucumbers, Carrots, Italian, Balsamic, or Ranch

#### Chef Salad \$19

Minimum of 10 required.

Romaine, Sliced Egg, Turkey, Ham, Swiss, Cheddar, Tomatoes, Cucumbers, Carrots, Italian, Balsamic, or Ranch

#### Caesar Salad \$18

Minimum of 10 required.

Romaine, Parmesan, Croutons, Classic Dressing

#### Chilled Asian Noodle Salad with Grilled Chicken \$21

Minimum of 10 required.

Lo-Mein Noodles, Carrots, Diced Peppers, Soy, Honey, Pineapples

#### Grilled Chicken Cobb Salad \$23

Minimum of 10 required.

Romaine, Chicken, Egg, Bacon, Bleu Cheese, Avocados, Red Onion, Tomatoes, Italian, Balsamic, or Ranch

### BAGGED LUNCH \$14

Minimum of 15 per selection required.

Includes chips.

\*Selection refers to one sandwich type and one bread choice.

Choice of One:

-Ham & American

-Roast Beef & Cheddar

-Bacon, Lettuce & Tomato

-Peanut Butter & Jelly

-Peanut Butter & Fluff

Choice of One: White, Wheat Bread

Choice of One: Coca-Cola Soft Drinks, Bottled Water

Choice of One: Whole fruit, Cookie







## Light Lunch

Service is for 1.5 hours additional service time requires additional fees. Minimum of 20 people required. Includes choice of Sweet Tea, Unsweetened Tea, Lemonade, or Fruit Punch, and 1 Baked Treats dessert selection, additional selection(s) require additional fees.

If served after 4pm an additional \$7 charge per person applies.

### Deli Sandwich

Choice of Two Sandwich Selections **\$19**

Choice of Three Sandwich Selections **\$21**

\*Selection refers to one sandwich which includes one meat, one cheese, one bread.

Choice of One: Ham, Roast Beef, Turkey, Chicken Salad, Egg Salad, Veggie

Choice of One: Cheddar, Swiss, American, Pepper Jack Cheese  
Choice of One: White, Wheat, Bulky Roll, Wrap

Choice of Two Lunch Sides

### Gourmet Deli \$23

Choice of Three Sandwiches served on Herbed Focaccia:

-Turkey, Bacon, Baby Arugula, Tomato, Muenster Cheese, Avocado  
Lime Aioli, Sundried Tomato

-Ham, Swiss, Sundried Tomato Pesto, Asparagus, Arugula

-Apple Pecan Dijon Chicken Salad

-Edamame Spread, Dijon Mustard, Roasted Tomatoes, Arugula,  
Cucumber, Roasted Red Peppers (V)

-Grilled Vegetables, Garam Masala, Carrots, Hummus, Sprouts, (V)

-Maine Lobster Roll +\$10.5 +\$mkt

Choice of Two Lunch Sides

### Italian \$22

Garlic Bread

Choice of One: Meatballs, Italian Sausage, Grilled Chicken,

Jumbo Shrimp +\$6, Sautéed Vegetables (V)

Lasagna Roll-Ups with Roasted Red Pepper Marinara (V)

Choice of Two Lunch Sides

### Cookout \$23

Buns & Rolls (V)

Cheeses, Lettuce, Tomato, Onion, Pickles, Condiments

Hamburgers

Hot Dogs

Choice of Two Lunch Sides

### Summer Grill \$24

Slider Buns

Pulled Pork, Maine Blueberry BBQ (GF)

Spiced-Rubbed Chicken Thighs, Honey Cranberry Mustard Glaze

Choice of Two Lunch Sides

### Soup & Salad \$25

Choice of One: New England Clam Chowder, Fish Chowder, Corn Chowder, Maine Lobster Chowder (+\$4 +\$mkt), Chicken Noodle, Turkey Wild Rice, Carrot & Ginger (V GF), Vegetable (V), Beef Vegetable, Cream of Potato & Bacon, Minestrone (V), Roasted Tomato Basil  
Additional Soup +\$1.5

Choice of Two Chilled Items: Shrimp, Grilled Flank Steak, Marinated Chicken, Jerk Marinated Tofu

Choice of Two: Spring Mix, Romaine, Arugula

Tomatoes, Cucumbers, Carrots, Onions, Green Peppers, Nuts, Flax, Chia Seeds, Croutons, Blueberry Balsamic Vinaigrette, Blood Orange Yogurt Dressing (V GF)

## LUNCH SIDES

Additional Lunch Side +\$4

Substitute Soup +2

Potato Chips

Garden Salad (V VG GF DF)

Caesar Salad

Coleslaw (V GF)

Tomato Cucumber Salad (V VG GF DF)

Chef's Choice Pasta Salad

Fruit Salad (V VG GF DF)

Fingerling Potato Salad

Baked Beans (GF DF)

Provençal Vegetable Medley (V GF)





# BANQUET LUNCH

## Lunch Buffet

Service is for 1.5 hours, additional service time requires additional fee.  
 Minimum of 20 people required. Includes choice of Iced Tea, Sweet Tea,  
 Unsweetened Tea, Lemonade, OR Fruit Punch, and 1 Sweet Ending dessert  
 selection, additional selection(s) require additional fees.  
 If served after 4pm an additional \$7 charge per person applies.

- One Entrée & Two Sides \$26
- Two Entrées & Two Sides \$29
- Two Entrées & Three Sides \$31

## ENTRÉES

Additional Lunch Entrée +\$6.25

- House-made Meatloaf & Beef Gravy
- Grilled BBQ Beef Tips
- Sliced Roast Beef
- Grilled Jerk Chicken Thighs
- Roasted Chicken Quarters (GF)
- Pesto-Crusted Chicken Breasts
- Chicken Parmesan
- Sliced Baked Ham (GF)
- Pork Tenderloin, Blueberry Applesauce
- Pork Loin, Cornbread Stuffing
- New England Baked Haddock
- Lemon Grilled Shrimp Kabobs (GF) +\$6.25
- Seared Salmon (GF)
- Curried Vegetable Kabob (V)
- Baked Stuffed Portabella Mushrooms (V)
- Black Bean Cakes, Rum Mango Sauce (V)

## SIDES

Additional Lunch Side +\$4

- Rice Pilaf
- Mashed Potato (GF)
- Fingerling Potato Salad (GF)
- Quinoa Pilaf (V GF)
- Garlic Mashed Potato (V GF)
- Italian Herb-Roasted Potato (V GF DF)
- Roasted Sweet Potato (V GF)
- Roasted Cauliflower (V GF DF)
- Broccoli with Lemon Butter (V GF DF)
- Green Beans (V GF)
- Mixed Seasonal Vegetable (V GF)
- Glazed Tri-Colored Carrots (V GF DF)
- Chef's Choice Pasta Salad (V)
- Cold Wild Rice Salad (V GF DF)
- Coleslaw (V GF)
- Chicken Noodle Soup
- Vegetable Soup (V)
- Beef Vegetable Soup
- Cream of Potato & Bacon Soup
- Minestrone Soup (V)
- Turkey Wild Rice Soup
- Carrot & Ginger Soup (V)
- Roasted Tomato Basil Soup (V)
- Corn Chowder
- New England Clam Chowder
- Fish Chowder
- Maine Lobster Chowder +\$4 +\$mkt

## Executive Lunch

Pre-ordered a la carte luncheons from operating restaurant in the hotel where meeting is taking place are available. Maximum of 15 people.







# BANQUET RECEPTION

## Hors d'Oeuvres

Each item is to be selected individually and is priced per piece. Minimum order is 3 dozen per item. Selections may be requested to be butler passed at \$25 per server per hour. One server per 50 guests required.

### Cold

- †Tomato Basil Bruschetta (V) \$3.25
- †Smoked Chicken, Brie, Blueberry Gastrique, Scallions \$4
- †Pickled Corn, Tomato, Brie, Pumpernickel Rye (V) \$3.5
- †Cowboy Caviar, Avocado, Lime, Cream (V) \$3.5
- †Wild Mushroom Duxelle, Toasted Crostini \$3.5
- †Roasted Pine Nut Hummus, Three-Onion Eggplant Caponata, Grilled Pita (V DF) \$3.5
- †Local Blue Cheese, Local Honey, Toasted Crostini (V) \$4
- †Blackened Beef, Tomato Horseradish, Onion Jam \$5
- Vegetable Summer Roll (V) \$5
- Shrimp Summer Roll \$5
- †Roasted Beet, Orange Reduction, Local Feta (V GF) \$4

### Hot

- †Spinach Artichoke Stuffed Mushrooms (V) \$3.5
- †Sausage & Cornbread Stuffed Mushrooms (V) \$3.5
- †Spinach, Feta, Phyllo (*Spanakopita*) (V) \$3.5
- †Swedish Meatballs \$4
- Steamed Pot Stickers, Ginger Sauce (DF) \$3.5
- Chicken Fingers, Dipping Sauce \$4
- †Chicken Satay (DF) \$4
- Slow-Roasted St. Louis Ribs \$4.5
- †Fried Vegetable Spring Roll (V) \$4
- †Maple Cinnamon Cayenne North Country Bacon Skewer \$4.5
- Chicken Wings (DF) \$4.5
- †Beef Satay (DF) \$5
- †Pork Belly, Apple Slaw, Asian BBQ, Pickled Carrots, Steamed Bun (DF) \$6
- †Duck Confit, Cranberry Raspberry Reduction \$5
- †Blueberry Venison-Stuffed Mushroom \$5
- †Bacon-Wrapped Scallops (DF) \$5.5
- †Lamb Lollipops \$6
- †Lobster Cod Cakes \$7 <sup>+\$mkt</sup>

## Displays

Displays are served for a maximum of 1.5 hours. Serving sizes available for 25, 50, or 100 people.

### Maine Charcuterie

\$235 serves 25; \$390 serves 50; \$540 serves 100

Maine Cheeses, Cured Meats, Whole Grain Mustard, Jams, Pickled Vegetables, Peppadew Peppers, Crusty Bread, Crackers

### Mediterranean (V)

\$220 serves 25; \$345 serves 50; \$500 serves 100

Hummus, Pesto, Olive Tapenade, Sundried Tomato Tapenade, Quinoa, Tabbouleh, Feta, Minced Herbs, Roasted Radishes, Eggplant Relish, Roasted Vegetables, Baguettes, Ciabatta, Flatbread

### New England Cheese (V)

\$185 serves 25; \$315 serves 50; \$415 serves 100

Four Select Cheeses, Berries, Crackers, Crusty Bread, Crudit , Yogurt Dip, Hummus

### Baked Brie (V)

\$225 Serves 25

Pastry-Wrapped Brie, Maine Blueberry Gastrique, Crusty Bread, Crackers

### Jumbo Shrimp Cocktail

\$260 serves 25; \$445 serves 50; \$760 serves 100

Traditional Shrimp Cocktail, Avocado Crema, Chipotle Remoulade, Cocktail Sauce, Lemon, Louie Sauce





# BANQUET RECEPTION

## Stations

Enhance your menu by adding a station, or create a whole reception with a minimum of three station choices. All stations require a 20 person minimum and are priced per person. Each station must be ordered for the entire group. Service is for 1.5 hours. Additional time requires an additional fee.

### CARVING STATION

Carving stations are chef-attended and include Artisan Rolls.

- Cinnamon Salt-Crusted Pork Loin, Maple Apple Sauce (GF) \$11
- Bacon-Roasted Turkey Breast, Blueberry Cranberry Compote \$13
- Salmon, Wild Rice En Croute \$14
- Coffee-Dusted Beef Tenderloin \$20
- Prime Rib, Horseradish, Sunday River Steak Sauce (GF) \$22

### STANDARD STATION

#### Trio of Salads (V) \$10

Caesar, Garden, Sunday River Signature - mixed greens, blueberries, strawberries, candied pecans, feta  
Italian, Ranch, Blueberry Balsamic

#### Potato \$10

Additional Potato +\$1.50

Choice of One: Baked Sweet Potato, Baked Potato, Mashed Potato  
Brown Sugar, Cinnamon, Diced Apples, Chives, Bacon, Broccoli,  
Smoked Cheddar, Sour Cream, Caramelized Onions, Sautéed  
Mushrooms

#### Mac & Cheese \$11

Add Sautéed Vegetables +\$2.5

Add Sliced Grilled chicken +\$2.5

Add Jumbo Shrimp \$6.25

Sunday River House-made Cheddar Cheese Sauce, Wild  
Mushrooms, Bacon, Avocado, Broccoli, Roasted Tomatoes,  
Caramelized Onions, Herbed Bread Crumbs, Asparagus, Sautéed  
Spinach and Kale

#### Ice Cream Stand (V) \$7

Hoodsie Cups, Fudgsicles, Ice Cream Sandwiches, Bomb Pops

#### S'mores (V) \$9

Graham Crackers, Vanilla Wafers, Marshmallows, Hershey Bars,  
Reese Cups, Peppermint Patties. Does not include firepit +\$250.

### ACTION STATION

Action stations are chef-attended.

#### Stir Fry \$12

Additional Rice +\$1.5

Additional Meat +\$2.5

Choice of One: Lo Mein, Brown Rice, White Rice  
Choice of One: Vegetables, Chicken, Shrimp, Beef, Tofu  
Teriyaki Sauce, Szechuan Sauce

#### Pasta \$12

Includes Garlic Bread, Shaved Parmesan

Additional Pasta +\$1.5

Additional Meat +\$2.5

Choice of One Pasta: Cheese Tortellini, Fettuccini, Penne  
Choice of Two Sauces: Marinara, Alfredo, Pesto Cream, Bolognese  
Choice of One: Meatballs, Italian Sausage, Sliced Grilled Chicken,  
Jumbo Shrimp +\$6.25, Sautéed Vegetables

#### Grilled Cheese \$13

Additional Grilled Cheese +\$2.5

Choice of One Bread: Focaccia, Rye Bread, Brioche

Choice of One Sandwich:

-Tomato, Bacon, Onion, Smoked Cheddar

-Brie, Caramelized Onions, Apples, Cranberry Apple Butter (V)

-Smoked Ham, Gruyere

-Tomato, Basil Pesto, Mozzarella (V, Nut)

#### Ice Cream Sundae (V NUT) \$11

Two Gifford's Ice Cream Flavors, Sprinkles, Chocolate Chips, Peanut  
Butter Cups, Nuts, Bacon, Hot Fudge, Caramel, Strawberry Sauce,  
Whipped Cream





# BANQUET DINNER

## Dinner Buffet

Service is for 1.5 hours additional service time requires additional fee. Minimum of 20 people required. Includes Artisan Rolls with Olive Oil Balsamic Dipping Oil, 1 Sweet Endings dessert selection, additional selection(s) require additional fees, Coffee & Tea.

**Two Entrées & Two Sides \$36**

**Two Entrées & Three Sides \$39**

**Three Entrées & Three Sides \$41**

### Entrées

*Additional Buffet Entree +\$7.5*

- Beef Tip Shepherd's Pie
- Roasted Strip Loin of Beef, Cipollini Onion Mushroom Ragout, Red Wine Demi-Glace
- Pretzel-Encrusted Chicken Breast, Herb Dijon Cream Sauce
- Buttermilk Honey Marinated Boneless Chicken Breast, Brown Sugar BBQ Glaze, Cherries, Blueberries
- Bacon-Wrapped Pork Loin, Molasses Sherry Glaze
- Honey Sesame Pork Tenderloin, Ginger Ponzu
- Shellfish Stir-Fry, White Wine Butter Sauce
- Seared Salmon, Tomato Caper Relish (GF)
- Potato-Encrusted Baked Cod,
- Chive and Sweet Corn Butter Quinoa Cakes, Lemon Tahini Sauce (V)
- Ricotta Gnocchi, Pomodoro Sauce (V)

### Sides

*Additional Side +\$5.25*

#### Starch

- Garlic Smashed Potatoes (V GF)
- Rice Pilaf
- Italian Herb-Roasted Potato (V GF DF)
- Roasted Sweet Potato (V GF)
- Baked Potato (V GF DF)
- Roasted Fingerling Potatoes (V)

*Premium Starch +\$2.50*

- Wild Rice, Grain Pilaf, Cranberries (V)
- Sweet & Yukon Mashed Potatoes, Goat Cheese, Maple Candied Pecans (V NUT)
- Quinoa Pilaf (V GF)
- Roasted Vegetable Farro (V)

#### Vegetable

- Glazed Tri-Colored Carrots (V GF DF)
- Mixed Seasonal Vegetable (V GF)
- Zucchini, Summer Squash Provencal (V)
- Herb-Roasted Root Vegetables (V)
- Roasted Cauliflower (V GF DF)
- Lemon-Butter Broccoli (V GF)

*Premium Vegetable +\$2.5*

- Roasted Asparagus, Lemon (V)
- Maple Bourbon Roasted Tri-Color Carrots (V)
- Balsamic Bacon Roasted Brussels Sprouts (GF)
- Green Beans Almandine (V GF NUT)

### Soups & Salads

*Add Soup or Salad +\$4.5*

- Garden Salad (V GF DF)
- Caesar Salad
- Chicken Noodle
- Vegetable (V)
- Beef Vegetable
- Cream of Potato & Bacon
- Minestrone (V)
- Turkey Wild Rice
- Carrot & Ginger (V)
- Roasted Tomato Basil (V)
- Corn Chowder
- New England Clam
- Fish Chowder
- Maine Lobster Chowder +\$4 <sup>+\$MKT</sup>





# BANQUET DINNER

## Dinner Buffet

Service is for 1.5 hours. Minimum of 20 people required. Includes 1 Sweet Endings dessert selection, additional selection(s) require additional fees, Coffee & Tea.

### Cookout \$32

Additional Entree +\$9.50

Garden Salad, Ranch, Balsamic Dressings (V)  
Potato Salad (V)  
Corn on the Cob (V)  
Chips (V)  
Buns & Rolls (V)  
Cheeses, Lettuce, Tomato, Onion, Pickles, Condiments  
Hamburgers  
Hot Dogs

Premium Entrée +\$5.25

Honey Blueberry BBQ Chicken  
Pulled Pork  
Beef Brisket  
BBQ Pork Ribs  
Flank Steak

### Backyard Barbecue \$48

Additional Entree +\$9.5

Cornbread, Honey Butter  
Garden Salad, Ranch, Balsamic Dressings (V)  
Potato Salad (V)  
Cole Slaw (V)  
Sliced Fruit  
Baked Beans (GF DF)  
Corn on the Cob (V)  
Choose Two: Honey Blueberry BBQ Chicken, Pulled Pork,  
Beef Brisket, BBQ Pork Ribs, Flank Steak

### Tuscany \$34

Garlic Bread  
Caesar Salad  
Italian Herb Roasted Potato (V, VG, GF, DF)  
Eggplant, Squash, Tomato, Ratatouille (V, GF)  
-Shrimp, Scallops, Creamy Sun-Dried Tomato Pesto, Penne  
-Chicken Breast, Mushrooms, Marsala Wine Sauce

### Maine Lobster Bake \$95 <sup>+\$mkt</sup>

Minimum of 20 people required. Includes one lobster per person, sweet tea, unsweetened tea, lemonade, OR fruit punch and artisan rolls.

Fruit Salad (V GF DF)  
Coleslaw (V)  
Baked Beans  
Corn on the Cob (V GF)  
Roasted potatoes (V GF DF)  
Mussels (GF)  
Drawn Butter  
1 ¼ lb Maine Lobster (GF DF) <sup>+\$ mkt</sup>  
Blueberry Buckle Cake (V)

### Enhancements

Second Maine Lobster \$27 <sup>+\$mkt</sup>  
Lobster Tail \$20 <sup>+\$mkt</sup>  
Diver Scallops \$16  
Filet Mignon \$17  
Grilled N.Y. Strip Sirloin Steak (GF) \$13  
Grilled Barbecue Chicken Quarters \$10  
Grilled Shrimp Skewer \$11  
Grilled Portabella Mushroom (V) \$9.5  
Sausage, Peppers, & Onion s \$9  
Sirloin Beef Tips \$10  
Crab Cakes \$9  
Steamed Maine Mussels, White Wine, Herbs, Garlic \$9  
Intermezzo Sorbet (VG GF) \$4



# BANQUET DINNER

## Plated Dinner

Minimum of 20 people, minimum of 10 per entrée selection required.

May select up to 3 entrees, 1 starch selection, 1 vegetable selection, and 1 dessert selection that will be served with all 3 entrees. Additional selections will incur additional charges. If more than one entrée is selected, an entrée indicator is required to be provided.

Includes Sunday River Signature Salad, Artisan Rolls with Olive Oil Balsamic Dipping Oil, 1 Starch, 1 Vegetable, 1 Signature Sweets dessert selection, Coffee & Tea.

### Beef

- 8 oz Braised Short Rib, Maine Blueberry BBQ \$39
- 8 oz Beef Tenderloin, Bourbon Peppercorn Demi-Glace \$44
- Venison Osso Buco \$42
- Almond Sunflower Encrusted Lamb \$45

### Poultry

- Mustard Statler Chicken \$32
- Honey Lavender Statler Chicken \$34
- Seared Statler Chicken Breast, Roasted Fennel, Artichokes, White Wine Tarragon Jus (GF) \$34
- Seared Duck Breast, Blueberry Rosemary Butter (GF) \$42
- Slow-Roasted Duck, Hoisin Glaze \$42

### Pork

- Pepper-Crusted Pork Loin, Cherry Amaretto Butter (GF) \$32
- Grilled Pork Chop, Bacon Onion Jam (GF) \$33

### Seafood

- New England Haddock, Seafood Herbed Butter Cracker Crust \$35
- Seared Salmon, Tzatziki Sauce, Pickled Cucumber (GF) \$38

### Vegetarian

- Maine Wild Mushroom, Brie Risotto (V, GF) \$31
- Toasted Quinoa-Stuffed Eggplant, Mushroom Salsa, Saffron Tomato Coulis (V, GF) \$29
- Chive and Sweet Corn Butter Quinoa Cakes, Lemon Tahini Sauce (V) \$28
- Ricotta Gnocchi, Pomodoro Sauce (V) \$29

### Sides

#### Starch

- Garlic Smashed Potatoes (V GF)
- Rice Pilaf
- Italian Herb-Roasted Potato (V GF DF)
- Roasted Sweet Potato (V GF)
- Baked Potato (V GF DF)
- Roasted Fingerling Potatoes (V)

#### Premium Starch +\$2.25

- Wild Rice, Grain Pilaf, Cranberries (V)
- Sweet & Yukon Mashed Potatoes, Goat Cheese, Maple Candied Pecans (V NUT)
- Quinoa Pilaf (V GF)
- Roasted Vegetable Farro (V)

### Vegetable

- Glazed Tri-Colored Carrots (V VG GF DF)
- Mixed Seasonal Vegetable (V VG GF DF)
- Zucchini, Summer Squash Provencal (V GF)
- Herb-Roasted Root Vegetables (V VG GF DF)
- Roasted Cauliflower (V VG GF DF)
- Lemon-Butter Broccoli (V GF)

#### Premium Vegetable+\$2.25

- Roasted Asparagus, Lemon (V VG GF DF)
- Maple Bourbon Roasted Tri-Color Carrots (V)
- Balsamic Bacon Roasted Brussels Sprouts (GF)
- Green Beans Almandine (V GF NUT)

## DINNER ENHANCEMENTS

- Second Maine Lobster \$27 +\$mkt
- Lobster Tail \$20 +\$mkt
- Diver Scallops \$16
- Filet Mignon \$17
- Grilled N.Y. Strip Sirloin Steak (GF) \$13
- Grilled Barbecue Chicken Quarters \$10
- Grilled Shrimp Skewer \$11
- Grilled Portabella Mushroom (V) \$9.5
- Sausage, Peppers, & Onions \$9
- Sirloin Beef Tips \$10
- Crab Cakes \$9
- Steamed Maine Mussels, White Wine, Herbs, Garlic \$9
- Intermezzo Sorbet (VG, GF) \$4

### Soups

May select 1 soup that will be served with all entrees. Additional selections will incur additional charges. If more than one soup is selected, an indicator is required to be provided.

#### Add Soup +\$4.5

- Chicken Noodle
- Vegetable (V)
- Beef Vegetable
- Cream of Potato & Bacon
- Minestrone (V)
- Turkey Wild Rice
- Carrot & Ginger (V)
- Roasted Tomato Basil (V)
- Corn Chowder
- New England Clam
- Fish Chowder
- Maine Lobster Chowder +\$4 +\$MKT





# BANQUET DINNER

## Maine Lobster \$60 <sup>+\$mkt</sup>

Minimum of 20 people required. Includes one lobster per person, Sweet Tea, Unsweetened Tea, Lemonade, OR Fruit Punch with Artisan Rolls and Olive Oil Balsamic Dipping Oil.

1 ¼ lb Maine Lobster, Drawn Butter <sup>+\$mkt</sup>  
Parsley Red Potatoes  
Corn on the Cob, Melted Butter  
Blueberry Buckle Cake

### ENHANCEMENTS

Second Maine Lobster \$27 <sup>+\$mkt</sup>  
Lobster Tail \$20 <sup>+\$mkt</sup>  
Diver Scallops \$16  
Filet Mignon \$17  
Grilled N.Y. Strip Sirloin Steak (GF) \$13  
Grilled Barbecue Chicken Quarters \$10  
Grilled Shrimp Skewer \$11  
Grilled Portabella Mushroom (V) \$9.5  
Sausage, Peppers, & Onions \$9  
Sirloin Beef Tips \$10  
Crab Cakes \$9  
Steamed Maine Mussels, White Wine, Herbs, Garlic \$9  
Intermezzo Sorbet (VG, GF) \$4

### Sides

Additional Side <sup>+\$5.25</sup>

#### Starch

Garlic Smashed Potatoes (V GF)  
Rice Pilaf  
Italian Herb-Roasted Potato (V GF DF)  
Roasted Sweet Potato (V GF)  
Baked Potato (V GF DF)  
Roasted Fingerling Potatoes (V)

Premium Starch <sup>+\$2.25</sup>

Wild Rice, Grain Pilaf, Cranberries (V)  
Sweet & Yukon Mashed Potatoes, Goat Cheese, Maple Candied Pecans (V NUT)  
Quinoa Pilaf (V GF)  
Roasted Vegetable Farro (V)

#### Vegetable

Seasonal Greens with Gourmet Dressing (V)  
Sliced Seasonal Fruit (V VG GF DF)  
Granny Smith Apple Cole Slaw (V)  
Veggie Kabob (V VG GF DF)  
Shrimp Macaroni Salad  
Glazed Tri-Colored Carrots (V VG GF DF)  
Mixed Seasonal Vegetable (V GF)  
Zucchini, Summer Squash Provencal (V GF)  
Herb-Roasted Root Vegetables (V VG GF DF)  
Roasted Cauliflower (V VG GF DF)  
Lemon-Butter Broccoli (V GF)

Premium Vegetable <sup>+\$2.25</sup>

Roasted Asparagus, Lemon (V VG GF DF)  
Maple Bourbon Roasted Tri-Color Carrots (V)  
Balsamic Bacon Roasted Brussels Sprouts (GF) Green Beans Almandine (V GF NUT)

### Soups & Salads

May select 1 soup or 1 salad that will be served with all entrees. Additional selections will incur additional charges. If more than one soup is selected, an indicator is required to be provided.

Add Soup choose one <sup>+\$4.5</sup>

Garden Salad (V VG GF DF)  
Caesar Salad  
Chicken Noodle  
Vegetable (V DF)  
Beef Vegetable  
Cream of Potato & Bacon  
Minestrone (V)  
Turkey Wild Rice  
Carrot & Ginger (V)  
Roasted Tomato Basil (V)  
Corn Chowder (V)  
New England Clam Chowder  
Fish Chowder  
Maine Lobster Chowder <sup>+\$4 +\$mkt</sup>





# BANQUET DESSERT

## DESSERT

Choose 1 selection from dessert type included with lunch or dinner menu selected. Additional selections will incur additional charges.

### Baked Treats \$4

Select 1, minimum of 20 per selection required if more than 1 selection is made. Additional fee applies for multiple selections.

Cookies (V)  
Brownies (V)  
Dessert Bars (V)  
Gluten Free Cookies (V GF)

Upgrade menu dessert Baked Treats to Sweet Endings +\$3.25

### Sweet Endings \$7

Select 1, minimum of 20 per selection required if more than 1 selection is made. Additional fee applies for multiple selections.

Blueberry Pie (V)  
Apple Pie (V)  
Cheesecake (V)  
Chocolate Cake (V)  
Vanilla Cake (V)  
Ice Cream (V)  
Berry Sorbet (V GF DF)  
Maine Blueberry Crisp (V)  
Blueberry Buckle Cake (V)  
Apple Crisp (V)  
Assorted Mousse Cups (V GF)

Upgrade menu dessert Sweet Endings to Signature Sweets +\$4.25

### Signature Sweets \$10

Select 1, minimum of 20 per selection required if more than 1 selection is made. Additional fee applies for multiple selections.

Premium Cheesecakes (V)  
Tiramisu (V)  
Creme Brûlée (V)  
Lemon Blueberry Mascarpone Cake (V)  
German Chocolate Cake (V NUT)  
Triple Chocolate Cake (V)  
Maine Blueberry Cobbler (V)  
Strawberry Shortcake (V)

Upgrade menu dessert Signature Sweets to Flambé +\$5.25

### Flambé \$12

Select 1, minimum of 20 per selection required if more than 1 selection is made. Additional fee applies for multiple selections. Includes attendant.

Bananas Foster Flambé (V GF DF)  
Apples Jubilee Flambé (V GF DF)  
Cherry Jubilee Flambé (V GF DF)

### Upgrade to Ala Mode +\$3







# BANQUET BAR

## Individual Pay & Hosted Bars

One bar and one bartender for every 100 guests is provided. Bars include mixers and garnish. Individual pay and hosted bars are subject to a surcharge of \$75 per bar if volume is less than \$350 in first 90 minutes of service. Guests purchase their own beverages at individual pay bars. Only cashless payment options are accepted at any Sunday River operated location. Hosted bars are charged to one master account based on number of drinks consumed, plus 22% service fee, and applicable sales tax. Beer, wine, and liquor is not discountable. Alcoholic beverages are not discountable.

*Additional bars, bartenders, and cocktail servers are available for an additional fee.*

Each Additional Bartender \$50 per hour  
*2-hour minimum required.*

Each Additional Bar and Bartender \$75 per hour  
*2-hour minimum required.*

Each Additional Hour \$25 per hour  
*Per bartender, per bar.*

Cocktail Server \$25 per hour  
*Per server.*

## DRINK COUPONS

Drink coupons can be requested to assist in managing bar maximums. Coupon values can be determined by a dollar amount or by items to be purchased. Coupons will be billed to master account based on beverage purchased with coupon plus 22% service fee and applicable state sales tax.

## Hourly Bar

Hourly bar service is designed to assist with budgeting and is charged to a master account. Rates are per person, per time period and subject to 22% service fee and applicable sales tax. Amount charged is based on guaranteed attendance or actual attendance, whichever is greater. House, select, and premium include liquors as listed. Substitutions, additions, or changes may be subject to additional fees.

RATES BY HOUR	House	Select	Premium
Three Hours	\$42	\$45	\$54
Each Additional Hour	+\$9.5	+\$10.5	+\$12.5

## BEER

	Domestic	Micro
Bottled	\$6.25	\$7.25
Keg	\$565	\$725

*Please ask about current selections. Maine craft beers and pricing available upon request.*

## WINE

House	Select	Premium
\$8.5	\$10.5	\$12.65

*Please ask about current selections. Bottles available upon request.*

## COCKTAILS

House	Select	Premium	Cordials
\$8.75	\$9.75	\$12	\$13

## NON-ALCOHOLIC

Soft Drinks	Fruit Juices	Bottled Water
\$4.5	\$4.75	\$5

*Specialty beers (bottles and kegs), liquor, cocktails may be requested in advance and will be subject to additional pricing. Availability may be limited and requires 6 weeks advance notice. All special orders must be canceled 21 days prior to event. Cancellation made afterward may result in full payment owed.*

### HOUSE

*Ice Pik Vodka, Bombay Gin, Bacardi Light Rum, Jim Beam White Label, Seagram's 7, Cutty Sark, Sauza Silver, Captain Morgan*

### SELECT

*Stoli Flavored Vodkas, Tanqueri, Meyers Dark Rum, Jim Beam Black Label, Jack Daniels, Seagram's VO, Dewars White Label, Hornitos, Gosling's Black Seal*

### PREMIUM

*Ketel One Vodka, Tito's Vodka, Bombay Sapphire, Maker's Mark, Crown Royal, Tres Generaciones, Glenlivet*

### CORDIALS

*Grand Marnier, Chambord, Frangelico, Amaretto di Saronno, Sambuca*







## Minimums

All banquet functions are subject to a 20-guest minimum unless otherwise noted.

## Pricing

All prices are per person unless otherwise noted and subject to a 22% service charge plus the prevailing Maine state tax.

## Dietary Restrictions

Menu items are marked with a V for vegetarian, VG for vegan, GF for gluten free, DF for dairy free, NUT when contains nuts. We are not a nut free or gluten free facility. *For severe allergies please work closely with your service coordinator.*

## Guarantee

Sunday River requires that clients confirm all menus at least three weeks in advance of event, with a final guarantee on guest count required seven days prior. This guarantee, or the actual number served (whichever is greater), will be the number for which you will be charged. Should the number in your party change considerably, we reserve the right to move your group to a more appropriately sized room or location. *We are prepared to serve up to 5% over the guaranteed attendance for your group if your attendance requires an increase of the guarantee number on-site. If the guarantee exceeds 5% any time within the 72-hour period, a 10% surcharge will be included on the cost of the additional meals.*

## Meeting Reset Charges

For any changes made to a function within 24 hours, a minimum of \$125 reset charge will be posted to the group's Master Account.

## Sunday River Banquet Space

All banquet space is a licensed food and beverage outlet. No food and beverage purchased outside of Sunday River Banquets is permitted in these areas. All food and beverage must be prepared and served by resort staff. No outside food or beverage can be brought to a resort function (exceptions made for wedding cakes prepared by a licensed food service professional).

## Dining

Breakfast is available from 6AM to 10AM, lunch from 11AM to 3PM, and dinner from 4PM to 9PM. Meals served outside of these times may be subject to an additional charge.

## Buffets

Buffet tables are replenished frequently to maintain a quality appearance. Meals are priced by a maximum of 90 minutes of service, not by the amount of food prepared. To ensure food safety and quality, buffet food may not be removed from function locations. Sunday River policy dictates food, beverage, or alcohol purchased outside of Sunday River is not allowed in any event venue. A minimum guarantee of 20 people is required for all buffet functions regardless of the number of people served. At the conclusion of buffet functions, remaining food and beverages (with the exception of wedding cakes) are retained by Sunday River and cannot be taken from the banquet function. Extended schedules are available at an additional cost. Catered functions served at Sunday River less than the required minimum attendance will be charged the per person meal price up to the minimum required, or a surcharge of \$150, whichever is less. This charge is non-inclusive of charges incurred for the room rental. Minimums are listed throughout this menu. Due to the preparation involved with food service, Sunday River shall not be responsible for food quality should meal periods be delayed by the customer in excess of 30 minutes beyond the pre-arranged mealtime.

## Plated Menus

If more than one entrée is selected, we request the client to provide each guest with an entrée selection indicator, a meal key, and a guest list.

## Special Meals

Special meals for dietary, health or religious reasons may be arranged with your Sunday River Service Coordinator prior to arrival. The exact number of special substitute meals must be specified with the guaranteed attendance. Many of our menu items can be designed to meet heart-healthy guidelines. The following notations are used: GF Gluten-Free; DF Dairy-Free; V Vegetarian, VG Vegan. Thoroughly cooking foods of animal origin such as beef, eggs, fish, lamb, pork, poultry or shellfish reduces the risk of foodborne illness. Consult your physician or public health official for further information.

## Alcoholic Beverage Policy

All banquet space is a licensed food and beverage outlet. No food and beverage purchased outside of Sunday River Banquets is permitted in these areas. Alcoholic beverages may not be brought into the event from outside sources by customers or event attendees. The customer acknowledges that the sale, service, and consumption of alcoholic beverages is regulated by the Maine State Alcoholic Beverage Commission. Sunday River, as an alcoholic beverage licensee, is subject to the regulations put forth by said commission.





## Damage & Loss

Sunday River will not assume responsibility for damage or loss of equipment or property belonging to the customer and their guests or attendees. Charges incurred by damage or loss of any items contracted for the customer through an outside vendor is the sole responsibility of the customer. Customer agrees to be responsible for any damages incurred to Sunday River by the patron, guests, or any person connected in any way with said event.

## Linen

Sunday River will provide you with a choice of linen held in our inventory. Special orders are available at the client's expense with a minimum four-week notice. All special-order linens must be canceled 2 weeks prior to the event. Cancellations made afterward may result in the full rental charge owed.

## Décor

Please notify us of any decoration needs so we can assist you with installation. Any décor set-up that requires a ladder must be executed by either Sunday River or by a licensed and insured décor company. Sunday River décor services are \$75 per hour, per staff. Favors may be displayed by the client in advance of the event. All favors that are food-related must be wrapped and remain unopened during the event. Caution is requested when attaching materials to walls, doors, or ceilings, and no nails or tacks of any sort may be used. Any damage due to careless decorating will be the customer's responsibility.

## Vacate Charges

Event end time in all venues and function space is 10:00 PM. If you wish to extend later than 10:00 PM an additional hourly fee will apply. Fees vary based on location. *All bands and DJ's must stop playing by 10:00 PM regardless of event end time.* The latest end time for any event is 12:00 AM. Last call at the bar will be 15 minutes prior to scheduled event end time. A vacate fee of \$1000 will be added to final bill if venue is not vacated by time listed on Final Banquet Event Order.

## Service Charges and Sales Tax

Our catering prices do not include the 22 % service charge on food and beverage. Applicable sales tax is added to all food and beverage, service charge and audio-visual rental.



<b>A/V Ready Rooms</b>	<b>Per Day</b>
<b>Grand Ballroom - Combined</b> <i>3 LCDs, 3 dropdown screens, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$875
<b>Grand Ballroom - Standard</b> <i>1 LCD, 1 dropdown screen, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$375
<b>Grand Ballroom 2 or 3 - Individual</b> <i>1 LCD, 1 dropdown screen, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$375
<b>Birches - Combined</b> <i>2 LCDs, 2 dropdown screens, 1 wall-mounted TV, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$675
<b>Birches 1 - Individual</b> <i>2 LCD, 2 dropdown screens, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$425
<b>Birches II - Individual</b> <i>1 LCD, 1 dropdown screen, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$375
<b>Balsams/Spruce/Juniper - Combined</b> <i>3 LCDs, 3 dropdown screens, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$675
<b>Balsams OR Spruce OR Juniper - Individual</b> <i>1 LCD, 1 dropdown screen, house sound patch, 1 wireless microphone, 1 presentation clicker</i>	\$375
<b>Ketchum, Grafton, Notch, Simonds, Whittier - Individual</b> <i>1 flat screen monitor, sound bar/audio</i>	\$275
<b>Sliders</b> <i>5 flat screen monitors, house sound patch, 1 wireless microphone</i>	\$425
<b>Visual Equipment</b>	<b>Each, Per Day</b>
LCD Projector	\$275
55" Flat Screen TV with Rolling Stand	\$175
Dropdown Screen - Grand Ballroom, Balsam, Spruce, Juniper, and Birches Rooms	\$125
8' x 8' Tripod Screen	\$100
BlueRay DVD Player	\$50
<b>Audio Equipment</b>	<b>Each, Per Day</b>
Wireless Microphone + House Sound Patch	\$150
Wired Microphone + House Sound Patch	\$125
Wireless Lavalier Microphone + House Sound Patch	\$150
Desktop Speakers	\$30
Polycom Conference Telephone	\$75
Speaker System with 8 Channel Mixer	\$200
Direct Box	\$25
House Sound Patch	\$90





<b>Accessories</b>	<b>Each, Per Day</b>
Podium	\$50
A/V Cart with Power Strip	\$25
AC Extension Cord	\$10
AC Power Strip	\$10
Presentation Clicker	\$15
50-foot or 75-foot VGA Cable	\$20
15-foot or 25-foot HDMI Cable	\$30
Post-It Note Flip Chart Pad with Stand and Markers	\$55
Flip Chart Pad with Stand and Markers	\$45
Presentation Easel	\$15
Houseman Fee – <i>Banner hanging, confetti cleanup, room decoration, etc.</i>	\$75/hour
In-Room Technician	\$75/hour
Staging	\$50/piece

**PLEASE NOTE:**

- All prices subject to 20% service charge and 5.5% sales tax. Additional equipment and services available, please inquire.
- Outside Equipment: Unless prior approval is obtained by Sunday River, the use of outside audio visual vendors will incur a charge of \$250/day.
- A \$20/day power usage fee will be assessed for each room in which a client uses their own equipment.
- For items that require power drops or that exceed the limits of a 20 amp circuit, a three phase power distribution box will be required at \$300/day (Grand Ballroom only).
- Rates subject to change without notice.

