



LYNNWOOD
CONVENTION
CENTER

A close-up photograph of a large, lush wedding bouquet. The bouquet is composed of various flowers, including several large pink and purple roses, smaller white and peach-colored roses, sprigs of lavender, and clusters of small green berries. The flowers are arranged in a dense, rounded shape. The background is softly blurred, showing the hands of a person holding the bouquet.

Wedding
PACKAGES

Congratulations

ON YOUR UPCOMING CELEBRATION!

Thank you for considering the Lynnwood Convention Center for your upcoming celebration. We understand that this event represents one of the biggest days in your life. We look forward to working with you every step of the way to make sure that the menu, ambiance and every aspect of your celebration reflects you and your personal style.

Our chef has designed special celebration dinner offerings, featuring local wines and Northwest culinary favorites. We can also create custom menus for you to include your favorite flavors in every course.

In addition to working with you on menu selections and room choices, we can assist in recommendations for photographers, florists, entertainment, and more – anything you need to make your day special. We look forward to working with you on making this day a memorable one!



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A SPACE TO
EXPERIENCE
MORE



Wedding Reception

PACKAGES INCLUDE

- Two Butler-passed hors d'oeuvres
- Champagne/sparkling cider celebration toast
- Cake cutting and service
- Choice of black or ivory tablecloths and black or burgundy napkins
- China, silverware, glassware and votive candles
- Risers, tables and chairs
- White back drop for head table with two up-lights
- Dance floor (15' x15' included, larger sizes available for fee)
- Wired microphone with house sound system
- Lighting package
- One 20amp of power for DJ
- Set-up, clean-up and teardown of room
- Event Insurance and Security

Wedding Ceremony

PACKAGES INCLUDE

- Risers, tables and chairs
- One wired microphone with house sound system
- One 20amp of power for photographer
- White pipe and drape backdrop for stage with two up-lights
- Beautifully appointed Bridal Suite to prepare for the big day



BUILD YOUR OWN

Dinner BUFFET \$65/person

For the health and well-being of all guests, all buffet options are served by catering attendants.
Buffet options are complemented by freshly brewed organic Rainforest Bold coffee and assorted teas.

40 Guest Minimum

Passed Hors' d'oeuvres | *choose two selections*

Caprese Salad Spoon
Waldorf Chicken Salad Canapé
Spinach and Feta Tartlets
Pesto Chicken & Artichoke Flatbread
Kobe Beef Gougere Sliders
Teriyaki Salmon Skwers

Salads | *choose two selections*

Kale, Mixed Green Salad, Cucumber,
Carrot, Lemon-Garlic Tahini Dressing *v GF*

Hearts of Romaine, Mixed Greens, Shredded Parmesan,
Olives, Pickled Goat Horn, Peppers, Herb Vinaigrette *v GF*

Spinach and Romaine Salad, Apples, Shaved Fennel,
Toasted Almonds, Honey Lavender Dressing *v GF*

Vegetables

Chef's Choice Seasonal Vegetables *v+*

Accompaniments | *choose two selections*

Sunset Fingerling Potatoes, Cheddar Cheese Sauce *v GF*
Roasted Garlic Mashed Potatoes *v GF*
Sour Cream & Scallion Mashed Red Potatoes *v GF*
Toasted Almond Pilaf *v+ GF*
Mushroom Thyme Pilaf *v+ GF*
House-made Mac and Cheese *v*
Caramelized Onion and Tomato Risotto *v GF*

Entrée Selection | *choose two selections*

Pan Seared Chicken Breast, Lemon Capers Beurre Blanc *GF*

Pan Roasted Chicken, Rosemary Ham, Gruyere Sage Cream *GF*

Slow Roasted Salmon, Melted Leeks,
Sun Dried Tomato, Lemon Butter *GF*

Parmesan Crusted Salmon Filet, Basil-Dill Pomodoro Sauce

Texas Style Beef Brisket *GF*

Roasted Beef Striploin, Roasted Garlic Jus

BUILD YOUR OWN

Asian BUFFET \$58/person

For the health and well-being of all guests, all buffet options are served by catering attendants.
Buffet options are complemented by freshly brewed organic Rainforest Bold coffee and assorted teas.

40 Guest Minimum

Passed Hors' d'oeuvres | *choose two selections*

Shrimp Rangoon
Tofu Fresh Rolls
Chicken Karaage Bites, Spicy Mayo
Pork Gyoza, Sweet Chili Sauce
Kimchee Pancake *v+*

Appetizers | *choose two selections*

Taro, Lotus Chips, Edamame Hummus *v GF*
Green Papaya Salad *GF*
Tsuks Mono (Lightly Pickled Cabbage Salad) *v+ GF*

Sides | *choose three selections*

Jasmine Fried Rice *v+ GF*
Stir Fry Vegetables *v+ GF*
Steamed Calrose Rice, Peas, Scallions *v+ GF*
Stir Fried Lo Mein Noodles, Gai-Lan (Chinese Broccoli) *v+*
Baby Bok Choy, Chilies, Toasted Garlic *v+ GF*
Japanese Yellow Curry *v+*
Udon Noodles, Shiitakes, Ginger, Scallions *v+*

Entrée Selection | *choose two selections*

Teriyaki Chicken
Orange Chili Chicken *GF*
Sweet & Sour Pork
Vietnamese Vermicelli Noodles, Lemongrass Beef
Spicy Pork Bulgogi *GF*
Steamed Cod, Broken Soy Vinaigrette, Fresh Herbs *GF*
Shrimp Panang Curry
Kalbi Style Braised Beef *GF*
Soy & Sriracha Baked Tofu *v+ GF*



All selections are subject to 10.5% sales tax and a 21% administrative charge. Charges and taxes are subject to change.
Administrative charge is not intended to be a gratuity, tip or service charge for the benefit of employees.
Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs
may increase your risk of food borne illness. Please refer to the [Food & Beverage Guidelines](#).



BUILD YOUR OWN
Indian BUFFET \$58/person

For the health and well-being of all guests, all buffet options are served by catering attendants.
Buffet options are complemented by freshly brewed organic
Rainforest Bold coffee and assorted teas.

40 Guest Minimum

Passed Hors' d'oeuvres

choose two selections

Sheekh Kabob

Chicken Tikka Bite

Vegetable Samosas with Mango Chutney

Accompaniments

Naan

Raita

Tomato, Onion, Radish, Cucumber Salad

Aloo Tikki, Mint Chutney

Sides

choose three selections

Chana Masala

Spinach Paneer

Urad Dal

Vegetable Pilau

Masoor Di Dal

Aloo Gobi

Shahi Paneer

Basmati Rice

Bhindi Masala

Malai Kofta

Vegetable Sabzi Masala

Entrée Selection

choose two selections

Murg Makhawi (Butter Chicken)

Chicken Korma

Chicken Tikka Masala

Beef Vindaloo

Chicken Biryani

Lamb Rogan Josh

Lamb Biryani

Goat Rogan Josh

**Halal entrees are available upon request*

Enhancements

Papadums | \$2.50 per person

Chaat Bar | \$6.50 per person

Chickpeas, Diced Tomatoes, Diced Potatoes, Diced Onion, Tortilla Strips,
Cilantro, Raita, Tamarind Chutney, Mint Chutney, Chaat Masala

Masala Chai | \$5.00 per person

Mango Lassi | \$5.00 per person

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PLATED *Dinner*

Buffet options are complemented by Salads, Seasonal Vegetables, Macrina Breads, butter, freshly brewed organic Rainforest Bold coffee and assorted teas.

40 Guest Minimum

Herb Roasted Salmon *GF* | \$61 per person
Sour Cream Potatoes, Mustard Tarragon Cream

Parmesan Crusted Salmon *GF DF* | \$62 per person
Lemon Risotto, Basil-Dill Pomodoro Sauce

Chicken Marsala *GF* | \$51 per person
Buttered Pasta, Roasted Mushrooms

Pan Seared Chicken Breast *GF* | \$50 per person
Roasted Garlic Mashed Potatoes, Artichoke,
Red Pepper & Red Onion, Lemon-Caper Butter Sauce

Herb-rubbed Roasted Pork *GF* | \$59 per person
Apple-Brie Risotto, Gingered Cider Jus

Peppered Filet *GF* | \$75 per person
Horseradish Mashed Potatoes, Roasted Onion Demi

Peppered New York Strip *GF* | \$67 per person
Potato Leek Strata, Gorgonzola Compound Butter,
Red Wine Demi

Oven Roasted New York Strip *GF* | \$66 per person
Roasted Sunset Fingerling Potatoes, Cheddar Green
Onion Compound Butter, Sherry-Demi Reduction

PLATED *Dinner Salads*

Select one of the following salads to complement your entrée selection.

Mixed Green Salad *v GF*
Radish, Fennel, Carrot, Marcona Almonds, Feta Cheese,
White Balsamic Vinaigrette

Kale, Mixed Green Salad *v GF*
Cucumber, Carrot, Chickpeas Lemon-Garlic Tahini Dressing

House Greens *v GF*
Mixed Greens, Endive, Thyme Roasted Pears,
Toasted Walnuts, Blue Cheese, Cider Dressing



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LATE NIGHT *Snacks*

For the health and well-being of all guests, all buffet options are served by catering attendants.
Late Night Snack options are complemented by freshly brewed organic
Rainforest Bold coffee and assorted teas and infused water.

40 Guest Minimum

Milk and Cookies | \$5 per person

Warm Chocolate Chip Cookies, Regular and Chocolate Milk Shots

Flavored Popcorn Bar | \$5 per person

Assortment of Freshly Popped Popcorn flavored with Sea Salt and Butter,
Herb-Parmesan and Buffalo Spiced

Soft Pretzel | \$5 per person

Cheese Sauce, Mustard

Nacho Bar | \$6 per person

House Fried Tortilla Chips

Toppings:

Queso Nacho Sauce, Pickled Jalapeno, Salsa, Green Onions, Sour Cream, Olives

Hot Dog Bar | \$7 per person

All Beef or Vegetarian Hot Dogs

Mustard, Relish, Sautéed Onions, Sauerkraut, Cream Cheese, Pickled Jalapeno

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BAR PACKAGES

Here at the Lynnwood Convention Center, we are reminded that locally sourced spirits are in ever-increasing demand due to the quality of the spirits and ingredients. Utilizing these locally sourced spirits not only supports our local economy, but also gives our guest an exclusively local Northwest experience. The foundation of our support of Washington wines is based on our belief in their quality and their compatibility with the food selections that our chef prepares. Craft Beer continues to be one of the most important products to consumers and Washington ranks second in overall craft brewery operations.

Wine Menu

by the Bottle

White Wine

Tiefenbrunner Pinot Grigio

Niclara Cortaccia, Italy

\$38.00

For a Song Chardonnay

Caliche Lake Vineyard, WA

\$36.00

Chateau Ste Michelle

Mimi Chardonnay

Woodinville, WA

\$34.00

Waterbrook Sauvignon Blanc

Walla Walla, WA

\$33.00

Red Wine

Disruption Red Blend

Columbia Valley, WA

\$34.00

Terra Blanca Merlot

Benton City, WA

\$36.00

Browne Cabernet

Walla Walla, WA

\$38.00

Pretenders Pinot Noir

Willamette Valley, OR

\$41.00

Waterbrook Syrah

Columbia Valley, WA

\$38.00

Bubbles

Domain Ste. Michelle Brut

Columbia Valley, WA

\$37.00

Vovetti Prosecco

Friuli, Italy

\$36.00

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Bar Menu

Beer (by the bottle)

	Hosted*	No-Host**
Domestic	\$7.00	\$8.00
Local Northwest	\$8.00	\$9.00
Imported	\$8.00	\$9.00

Wine (by the glass, 6-oz)

	Hosted*	No-Host**
House Wine	\$7.00	\$8.00
Premium Wine	\$9.00	\$10.00

Liquor (by the drink)

	Hosted*	No-Host**
House Liquor	\$9.00	\$10.00
Premium Liquor	\$12.00	\$13.00

Hosted Keg Beer

MICRO BEER

Half Barrel 15.5 gallon

(Approximately 160 12-oz glasses)

\$1,120.00

Pony 7.5 gallon

(Approximately 80 12-oz glasses)

\$600.00

DOMESTIC BEER

Half Barrel 15.5 gallon

(Approximately 160 12-oz glasses)

\$820.00

Pony 7.5 gallon

(Approximately 80 12-oz glasses)

\$440.00

Bar Service

A \$350 per bar minimum sales guarantee will apply for up to four (4) hours of service. An additional \$150 minimum per bar will be charged for each additional hour of service.

All sales go towards the bar minimum guarantee.

If cash sales meet or exceed the minimum guarantee, these changes will be refunded.

Clients have the option to limit the number of drinks per person by using drink tickets. Tickets may be redeemed by guests for any item available at the bar and final billing will be based on the actual number of tickets redeemed and the type of drink the tickets were redeemed for.

**Hosted prices are subject to tax and administrative charge.*

***No-Host prices include sales tax.*

Please ask your Event Manager for our current beer, wine and liquor selections.

Your Event Manager can assist you with an upgraded selection of spirits or the creation of a specialized menu (which may incur additional cost and/or minimum guarantees).

A \$70.00 per hour fee may apply for wine or keg attendants when not associated with standard bar service.

All selections are subject to 10.5% sales tax and a 21% administrative charge. Charges and taxes are subject to change.
Administrative charge is not intended to be a gratuity, tip or service charge for the benefit of employees.
Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs
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Food & Beverage Guidelines

Alcohol Safety

The Lynnwood Convention Center sets alcohol service policies to abide within Washington State Liquor & Cannabis Board (WSLCB) regulations and to ensure the safety of all guests. These policies include:

- Bar services are not to exceed six (6) hours for any one event.
- All alcoholic beverage service must end at least thirty (30) minutes prior to the scheduled event end time and no later than 12:00am (midnight).
- Alcohol will not be served to underage or apparently intoxicated guests.
- Alcoholic beverages may not be removed from the premises.
- No outside alcohol is permitted inside the building without prior written consent of the Lynnwood Convention Center. The Lynnwood Convention Center reserves the right to cease alcohol service at any time during the event for violation of these policies or any other WSLCB regulation.

Concession Cart Service

Hosted and Non-Hosted Concession Cart services are available exclusively through Lynnwood Convention Center. Espresso, Drip Coffee, Pastries, Sandwiches, Salads and Assorted Snacks.

Hosted and Non-Hosted Concession Sales: \$500 for a four (4) hour minimum service. Hours may be extended at a rate of \$125 per hour. All Concession Cart Services will be determined at the sole discretion of Lynnwood Convention Center management.

About Us

Catering services are proudly operated by the Lynnwood Convention Center where the goal is to offer the highest quality products and services while helping to create truly memorable experiences. The Executive Chef and his team of culinary experts take great pride in delivering fresh, unique, and flavorful dishes with a focus on local produce and northwest wines.

Exclusive Caterer

Lynnwood Convention Center is the exclusive food and beverage provider. Outside food and beverage is prohibited.

Menu Selection

Lynnwood Convention Center offers a wide assortment of menu selections and options sure to satisfy any palate. Event Managers can also assist in custom, themed or ethnic cuisine elements for any event. The Lynnwood Convention Center culinary team welcomes the opportunity to customize menus and services to create unique and thematic events.

Timeline and Guarantee

As the menus are seasonal, Lynnwood Convention Center suggests that clients make the initial menu selection no more than four months prior to an event. To make a determination on menus prior to this, please contact the Event Manager for assistance. Initial menu selection and estimated attendance are required 30 days prior to the scheduled event. Any major changes must be made two weeks prior to the event date. A final guaranteed number of attendees ("final guarantee") is required three business days prior to the event. A business day is defined as Monday-Friday and does not include holidays. For example, an event on Wednesday must be confirmed on the previous Thursday by 5:00pm, (Pacific Time). If the final guarantee is not received within three business days prior to the day of the scheduled event, the estimated attendance number specified on the License Agreement will be designated as the final guarantee. Once determined, the final guarantee is not subject to decreases. If an increase is requested by the client and Lynnwood Convention Center is able to accommodate, a 25% overage fee will be added to any additional entrées. Vegetarian options are available with all plated entrées. Vegetarian counts are to be specified by client at time of final guarantee. The Lynnwood Convention Center customarily prepares vegetarian meals based on Chef's choice and the main entrées selected. If any attendees require special dietary restrictions, please also notify Event Manager as soon as possible. Final charges will be based upon the final guarantee or the actual meal count, whichever is greater.

Pricing

Due to market fluctuations, menu prices are subject to change. Pricing for the event will be fixed within 60 days of the event. Catered functions require a minimum purchase of \$150 in food and beverage, before administrative charge and tax. Should the total food and beverage purchase, before administrative charge and tax, not meet the minimum, the balance will be invoiced to the client. All buffet pricing is based on one hour service time. Additional labor fees may apply for service time in excess of two hours. A 21% administrative charge will be applied to all food and beverage sales (including alcohol). Administrative charge is not intended to be a gratuity, tip or service charge for the benefit of employees. A 10.5% sales tax will be applied to all food, beverage (including alcohol), labor, additional services and administrative charges.

Food Service

To preserve freshness, food quality, ensure food safety and reduce food waste, buffet menu packages are designed to be displayed to guests for one (1) hour. Break packages are designed to be displayed for thirty (30) minutes.

Payment

Lynnwood Convention Center accepts all major credit cards, cash, business checks, cashier's checks and money orders. A signed Credit Card Authorization Form, which can be provided by Lynnwood Convention Center, is required for all credit card payments. Lynnwood Convention Center requires a License Fee payment, per section 4 of License Agreement, at time of contract due date. The remaining balance (catering, audiovisual, electrical, etc.) is due three business days prior to event. Any adjustments made after this date will be reconciled for final invoicing. Any variance to this standard policy will be detailed in the License Agreement. The Lynnwood Convention Center does not extend direct billing without prior approval and consideration is on a case by case basis. To apply for direct billing, a Credit Application must be submitted no less than 45 days prior to the contracted event date.

Excess Food

Lynnwood Convention Center adheres to state and local health guidelines which dictate that food items may not be taken off the premises. Accordingly, all food and beverage prepared and provided by Lynnwood Convention Center must be consumed during the specific event and may not be taken off property. To minimize potential waste, excess prepared food is composted or donated under regulated conditions to agencies feeding the underprivileged.

Dessert Dashes

Designed exclusively for our Auction and Fundraising Gala events, the Lynnwood Convention Center offers three levels of service for your Dessert Dash. Your Event Manager will be happy to discuss which option would be best suited for your event.

Option A: Complimentary Service

Client places marker indicating winning table number at the dessert display. At the appointed time, a Lynnwood Convention Center server delivers the dessert to the winning table with utensils and plates for self service.

Option B: Enhanced Service \$250

Client places marker indicating winning table number at the dessert display. Lynnwood Convention Center servers collect desserts, and slice them back of house. At the appointed time, the sliced desserts are delivered to each winning table. Dessert Dash must be done prior to Entrée service to allow for adequate dessert service time.

Option C: Premium Service \$500

Client places marker indicating winning table number at the dessert display. Lynnwood Convention Center servers collect desserts, slice, and immediately serve the sliced desserts to each winning table. Dessert Dash may be done at any time during the event.

Decorations, Floral and Entertainment

In an effort to provide a one-stop-shopping option, the Event Manager is available to assist you with a variety of services including fresh flowers, thematic decorations, specialty linens, centerpieces, DJ services and live entertainment to enhance events.

Cancellation Policy

The cancellation of any food and beverage services must be received in writing. Should the event License Agreement be based on a minimum food and beverage purchase (F&B Minimum), which is included as part of the license fee, then the cancellation policies stipulated in the License Agreement will prevail. Should the event License Agreement NOT be based on a minimum food and beverage purchase (F&B Minimum), the following cancellation fees apply:

Notification of Cancellation

Notification of Cancellation

Prior to Scheduled Event

0 - 7 Days

8 - 30 Days

31 - 60 Days

61 - 90 Days

Agreement

By signing the master License Agreement for your event, Licensee (client) agrees to abide by all of the policies and procedures of the Lynnwood Convention Center, including these Food & Beverage Guidelines.

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