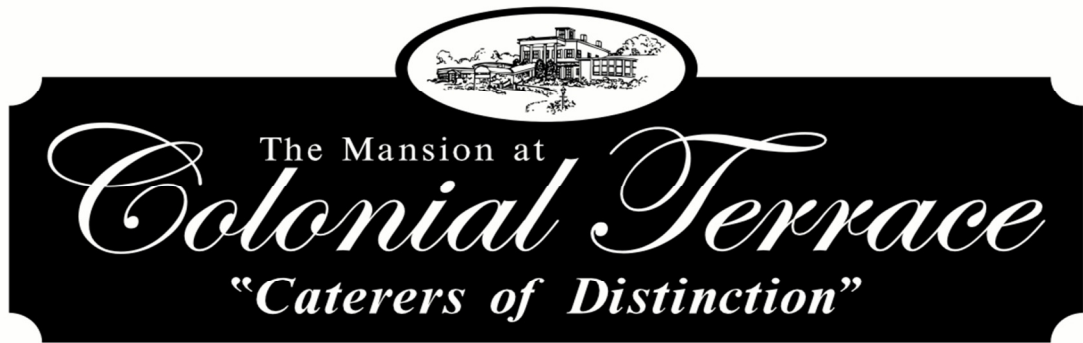


# CMP

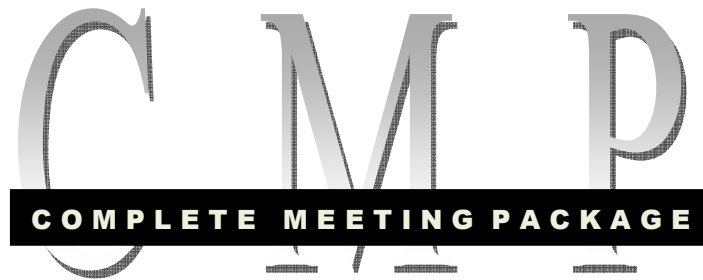
COMPLETE MEETING PACKAGE



*Hudson Valley's Most Comprehensive and Cost-Effective Conference Center*

[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)

119 Oregon Road Cortlandt Manor, New York (914) 737-0400 1(877) 737-0408 Facsimile (914) 737-0467



## Pricing Schedule

### *Multi-Day Complete Meeting Package*

**From \$299.00**

All prices include service charges. Applicable sales tax additional

50 person minimum

All pricing includes: hotel accommodations, round trip transportation from participating hotels, all morning and afternoon breaks, lunch, dinner, welcome reception, unlimited soft drinks, basic audio visual needs, unlimited use of our business center, an on-site team advisor, private office for the meeting planner, conference call capabilities, Hi-speed wireless internet access

### *Complete Day Meeting Package*

**Pricing based on Meeting Specifications**

**Please consult with one of our Conference Team Leaders**

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**

# C M P

## COMPLETE MEETING PACKAGE

*The Mansion at Colonial Terrace* provides superior service at the best value. Our all-inclusive multi day and single day Meeting Packages enable meeting planners to work within a specified, defined budget with no unexpected changes. Our conference team leaders (CTL's) assist in arrangements so you can focus on your meeting agenda and goals. Our location provides a safe and friendly environment for all your guests with local hotels only a few minutes away.

- **Meeting Rooms**

Our Hudson Valley meeting rooms range from small breakout rooms to large ballrooms. Our rooms have windows allowing natural light and outdoor views of our historic manicured gardens.



- **Continental Breakfast**

Fresh baked pastries, fruits, yogurts, beverages and healthy choices are available to start the day right.

- **Morning Coffee Break**

Our Estate Room offers a central location for all your meeting guests to gather. Our morning break includes a wide variety of baked goods, freshly brewed Columbian blend coffee, decaffeinated coffee, assorted and herbal teas which are constantly refreshed throughout the day.

- **Afternoon Break**

Our afternoon break will consist of assorted yogurts, granola, whole fruits, brownies, cookies, assorted nuts and raisins, snacks and finger sandwiches. Soft drinks and freshly brewed Columbian blend coffee, decaffeinated coffee, assorted and herbal teas will be available as well.

[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)

# CMP

**COMPLETE MEETING PACKAGE**

- **Dedicated CTL**

One of our CTL's will guide you through the meeting process and provide assistance to you during your event to create a truly exceptional meeting.

- **Full Service Audio Visual Needs**

The Mansion provides state of the art equipment, operation, instruction and immediate response to your service needs.

- **Complete Business Center**

Our business office will assist you with copying, faxing, printing, mailing, shipping etc. including the assistance of our business center team advisor.



- **High-speed Wireless Internet Connection**

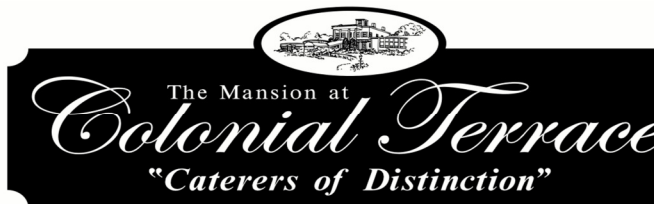
Complimentary password protected internet access is provided throughout The Mansion for your convenience.

- **All Service Charges**

Service charges for all aspects of the meeting are already included in the CMP

- **Theme Meals**

Your conferees will dine in our private dining rooms during your stay. Instead of the traditional dining experience, you may wish to select from our other dining options including a Texas Barbecue, Lobster and Clam Bake, Luau, or Select wine dinner.



[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)

# CMP

**COMPLETE MEETING PACKAGE**

- **Transportation**

All transportation needs to and from our participating hotels is included in the CMP.

- **Privacy**

Should you wish to have an exclusive private suite for your executives, we have it. The Mansion will have your favorite brands stocked in a private bar with a pool table for you to strategize in complete privacy. Our private suite can accommodate up to 30 guests

- **Location, Location, Location**

The Mansion at Colonial Terrace is conveniently located less than one hour from New York City and Stamford, Connecticut. The Mansion is forty-five minutes from most

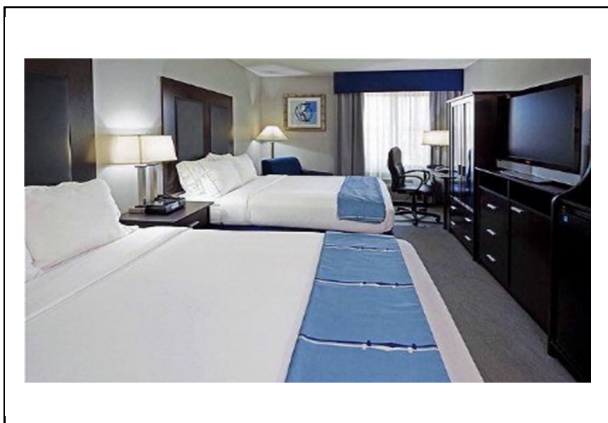
New York City airports and less than thirty minutes from Newburgh/Stewart International Airport (SWF) and White Plains Airport (HPN)

- **Leisure Activities/Sports**

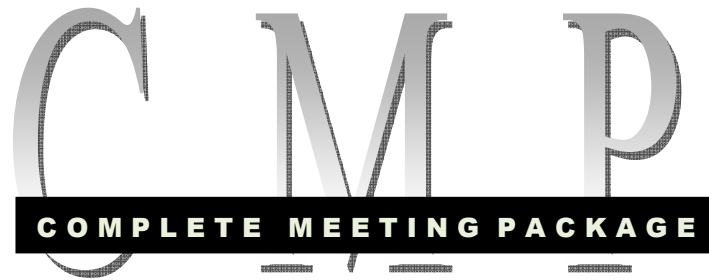
Golf, tennis, spa, hiking the Appalachian trail, West Point, antique shopping, skiing, ice skating, Bear Mountain State Park, kayaking, and local winery tours are only a short distance away.

- **Lodging**

We have strategic alliances with several lodging facilities including Marriott and Holiday Inn in the area. We can accommodate any size group through our connections.



[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)



## Welcome Reception

Ice breaker reception with theme display “grazing” stations

As your conferees arrive at various times from different locations, we offer a multitude of display cooking vignettes that appeal to all senses simultaneously

### Mulberry Street

Your guest’s will have a choice of pastas cooked to order with assorted sauces to make your fantasy pasta dish

Add broccoli, Italian sausage, mushrooms, scallions, peppers, chicken, crushed red pepper,

Eggplant Rollatini

Chicken Francaise

Garlic bread, bruschetta table, tomato and mozzarella

### Asian Fusion

From the Asian market, our Chef’s will sauté assorted Chinese vegetables to include: bok choy, sautéed onions, mushrooms, peppers, baby corn, water chestnuts with marinated Chicken and Beef .

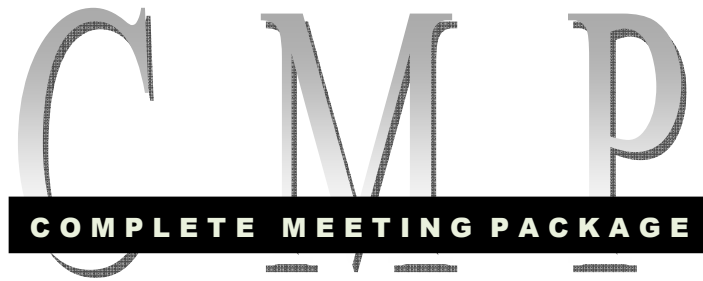
The conferees will select their choice of sauces.

Vegetarian Fried Rice

Vegetarian Dumplings

Cold Sesame Noodles, Scallion Pancakes

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**



## Carving

Marinated London Broil

Roasted Pork Loin

The Mansion's Classic Mashed Potato Bar with assorted toppings served from Martini Glasses

## Dessert

Assorted Miniature French and Italian Pastries and Chocolate Dipped Fruits

Fresh Fruit Display

Unlimited Soft Drinks

Cash Bar Available

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**

# C M P

**COMPLETE MEETING PACKAGE**

## Lunch Menu

### Salad Bar

Tomato and mozzarella salad

Grilled Vegetable salad

Tri color garden salad

### Soup

(Please select one)

Butternut squash, Vegetable minestrone, Wild mushroom bisque

### From our Silver Chafing Dishes

Grilled Atlantic salmon, teriyaki glaze

Chicken Francaise

Penne Pasta with sundried tomatoes, artichokes, garlic and oil

Eggplant rollatini

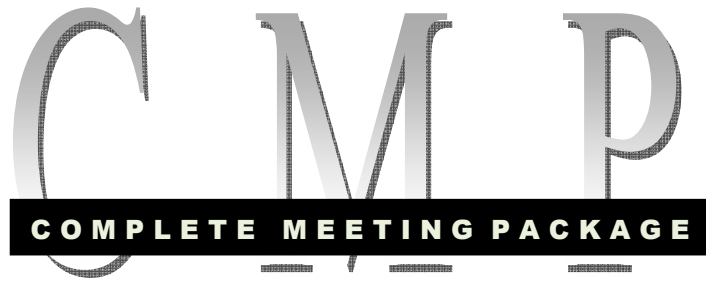
Mashed potatoes with assorted toppings

Vegetable Medley

### Carving Station

Marinated Filet of Beef, natural jus

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**



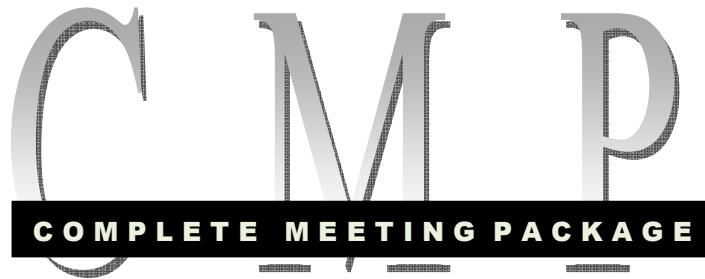
## Desserts

Assorted miniature French and Italian Pastries with Chocolate Dipped Fruits

Fresh Brewed Columbian Blend Coffee, Decaffeinated Coffee, Assorted herbal teas

Unlimited soft drinks and juices

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**



## Sample Dinner Menu

### Appetizer

Please select One

Fresh baked homemade assorted breads

Seasonal Fresh Fruit

Penne

Vodka, bolognaise, garlic and oil, putanesca

Baked Manicotti

### Salad

Mixed Garden Salad

Dried cranberries, toasted walnuts, mandarin oranges, crumbled  
goat cheese

### Dinner

Guest's choice of:

Roasted Prime Ribs of Beef, natural jus

NY Strip Steak

Grilled Rib Eye

or

Grilled Chicken Margaritte

Boned Stuffed Breast of Chicken

Chicken Wellington

or

Stuffed Flounder, Seafood Stuffing

Pan Seared Tilapia with Tropical Relish

Atlantic Grilled Salmon

or

Vegetarian vol a vont

Eggplant Rollatini

Marinated Vegetable Kebobs

All Dinner Selections are accompanied by assorted  
seasonal vegetables & choice of starch

[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)

# C M P

**COMPLETE MEETING PACKAGE**

## Dessert

Please select one

Assorted miniature French and Italian Pastries

Chocolate Lava Cake

Cheese Cake

Apple Crumb ala Mode

Freshly brewed Columbian blend coffee, decaffeinated coffee, assorted herbal teas

International Coffee Bar

Cash Bar Available

Soft Drinks and Juices Included

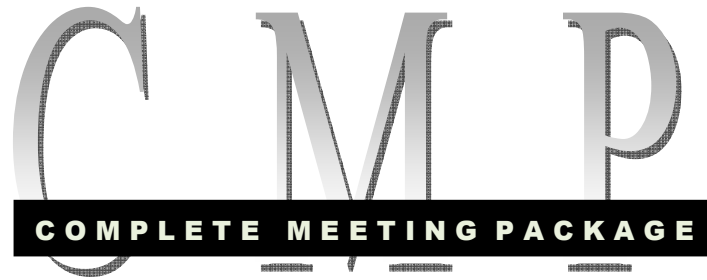
**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**

# **TOP TEN REASONS THE MANSION AT COLONIAL TERRACE**

## **IS THE BEST CHOICE FOR YOUR MEETING OR CONVENTION:**

- 1. We are an established catering facility composed of Team Leaders and Team Members with mainstream as well as boutique hospitality background, vision and experience. This renders us nimble and responsive.***
- 2. We are “functionally organized” with areas of accountability delineated and clearly defined with no gaps and redundancies. This helps us interface within ourselves and our Guests in an effective manner.***
- 3. We are less than a 35 minute drive from the Newburgh/Stewart international Airport (SWF) and White Plains Airport (HPN) and close proximity to all NYC airports, in an idyllic and safe environment in the interest of all concerned. Cortlandt Manor, NY is in the midst of winter and all-season sports; Fly Fishing, Hiking, Biking as well as Golf, Spa, Tennis and Water Sports.***
- 4. We proffer a luxurious award winning full service Conference Center, in the Colonial tradition juxtapositioned with the amenities of an upscale Catering Facility.***
- 5. We understand the essence of business conferences, with keen sense of punctuality, ergonomic comfort and state-of-the-art audio / visual facilities.***
- 6. We execute all of the above within a cost structure that will warm the hearts of the heart of the CEO and the CFO of any company.***
- 7. We recognize that “perception is reality” and make every effort to emphasize “Guest & Client Service,” as evidenced in our references and testimonials***
- 8. Your questions will be answered in full with clarity and your “Request for Quotation” will be responded to expeditiously covering the entire scope of the Conference.***
- 9. Because of our size and functionality your ability to contact a qualified person in the shortest possible time is far greater than many other meeting facilities.***
- 10. We urge you to “think outside the Big Box” of generic Function Space. You will not hear “If it’s not my job” or “You have to do this or that” from any of our people.***

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**



## Audio Visual Components Included in your CMP

Ballroom LCD Projector

10 ½ x 14 Fast Fold Front or Rear Screen Projection Screen

UHF and VHF Wireless (handheld and lavalier)

UHF Headset Microphone

6 Tabletop Gooseneck Conference Microphones

Standing Microphone with Cable

Four Speaker Sound System

Six Channel Mixer

Flipchart Easel with Pad and Markers

Electronic Whiteboard with Printer

Executive Podium

Laser Pointer

## Additional Items for Rental

Taping of General Session

Video Conferencing

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**

**[themansionatcolonialterrace.com](http://themansionatcolonialterrace.com)**

119 Oregon Road Cortlandt Manor, New York (914) 737-0400 1(877) 737-0408 Facsimile (914) 737-0467