

HYATT REGENCY MONTEREY
MONTEREY, CA
GROUP DETAIL REPORT
SLAC NATIONAL ACCELERATOR LABORATORY

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Printed: 10/24/12, 5:59 PM

Main Contact: DEBBIE TRYFOROS Address: 2675 SAND HILL RD MENLO PARK, CA 94025- Phone: (650) 926-8764 Fax: Email: debbien@slac.stanford.edu On Site / Contact:	Arrival Date: Sunday, October 28, 2012 Departure Date: Sunday, October 28, 2012 Booking No: 19822540 Catering Mgr: DEANNA ZUBER Service Mgr: Master Account / Number: Billing Instructions:
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Sunday, October 28, 2012

Date	Times	Room	Event Type	PostAs	Post	Setup	E/G/S	BEO	Rental
Sun	8:00 AM -	BIG SUR 1	CONTINENTAL	CONTINENTAL	Yes	EXISTIN	14/14/14	1042	\$0.00
10/28/12	9:00 AM		BREAKFAST	BREAKFAST		G		0	
FOOD									

8:00 AM - 9:00 AM
CONTINENTAL BREAKFAST OFFERING -
Selection of Chilled Juices
* * *

Local and Seasonally Inspired Fruits
* * *

Bakeries and Specialties
(No Two Days are Alike)
* * *

Regular, Decaffeinated Coffee and Assorted Hot Teas
@ \$23.00 Per Person

Date	Times	Room	Event Type	PostAs	Post	Setup	E/G/S	BEO	Rental
Sun	8:00 AM -	BIG SUR 1	MEETING	MEETING	Yes	Conferen	14/0/14	0	\$0.00
10/28/12	5:00 PM					ce			
SETUP									
Conference Seating Water and Glasses Hyatt Pads and Pens Hard Candies									

Date	Times	Room	Event Type	PostAs	Post	Setup	E/G/S	BEO	Rental
Sun	12:00 PM -	BIG SUR 1	LUNCHBUFFET	LUNCHBUFFET	No	EXISTIN	14/14/14	1042	\$0.00
10/28/12	1:00 PM					G		1	
FOOD									

12:00 PM - 1:00 PM
GARDEN LUNCH BUFFET OFFERING -
Clam and Artichoke Chowder
* * *

Locally Grown Butter Lettuce, Asian Pears, Candied Walnuts, Regionally Made Goat Cheese
Arugula, Radicchio Lettuce, Orange Supremes, Roasted Beets
On-Side - Balsamic Dressing and Blood Orange Vinaigrette
* * *

ROASTED CHICKEN
With Corn Bread Stuffing and Cider Glaze

KOBÉ BEEF SHEPHERD PIE
Locally Grown Carrots, Yukon Potatoes

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Honey Glazed Turnips
 White Cheddar Mashed Potatoes

Fresh Rolls and Butter
 * * *

Warm Apple Cobbler
 Cinnamon Spice Cake with Sweetened Cream
 * * *

Regular, Decaffeinated Coffee and Assorted Hot Teas
 Iced Tea and Ice Water
 (Banquets to label all Food Items)
 @ \$38.00 Per Person

FOOD Assorted Regular, Diet and Decaffeinated Pepsi® Soft Drinks @ \$5.25/Ea.

Date	Times	Room	Event Type	PostAs	Post	Setup	E/G/S	BEO	Rental
Sun 10/28/12	3:40 PM - 4:15 PM	BIG SUR 1	COFFEE BREAK	COFFEE BREAK	No	EXISTIN G	14/14/14	1042 2	\$0.00

3:40 PM - 4:15 PM
 (1) GALLON(S) - FRESHLY BREWED
 Regular Coffee
 @ \$60.50 Gal.

All Food & Beverage must be provided by Hotel and is subject to a 21% Service Charge and appropriate current Sales Tax. Final Guarantee(s) are required by 11:00am three (3) working days prior to the events date. In the event the Hotel is not notified of final Guarantee(s), the attendance figure above will be the final Guarantee. The Hotel is prepared to assist Group with up to a 3% overage, but does not automatically prepare the overage unless actual attendance warrants.

Debbie Infino
 Customer Signature

 Hotel Representative

Oct 24, 2012
 Date:

 Date:

VISA 4388 5760 3749 3874
 exp 8/15

DAVID B. MACFARLANE



ESTIMATE OF CHARGES

HYATTREGENCYMONTEREY
1 OLD GOLF COURSE RD
MONTEREY, CA 93940
(831) 372-1234

ORGANIZATION:	SLAC	
GROUP BOOKING NUMBER:	19822540	
EVENT:	SLAC NATIONAL ACCELERATOR LABORATORY	
EVENT DATE:	10/28 - 10/28/12	
CONTACT:	DEBBIE TRYFOROS	
PHONE:	(650) 926-8764	
GUEST ROOM CHARGES		\$0.00
GUEST ROOM TAX		\$0.00
GUEST ROOM INCIDENTALS		\$0.00
GUEST SERVICES		\$0.00
HOUSEKEEPING		\$0.00
OUTLET FOOD & BEVERAGE		\$0.00
BANQUET FOOD, BEVERAGE, & ROOM RENTAL		\$988.00
SERVICE CHARGE		\$207.48
TAXES		\$86.67
ENGINEERING		\$0.00
LABOR		\$0.00
ELECTRICAL		\$0.00
TELEPHONE		\$0.00
INTERNET		\$0.00
AUDIO VISUAL		\$0.00
MISCELLANEOUS		
SECURITY		\$0.00
PARKING/TRANSPORTATION		\$0.00
DECOR		\$0.00
DMC		\$0.00
EXHIBIT COMPANY		\$0.00
SHIPPING/RECEIVING		\$0.00
RECREATION/SPA		\$0.00
OTHER		\$0.00
OTHER TAXES		\$0.00
RESORT FEE		\$0.00

TOTAL ESTIMATED CHARGES	\$1,282.15
DEPOSITS	\$0.00
TOTAL ESTIMATE LESS DEPOSITS	\$1,282.15

PREPARED BY: DEANNA ZUBER
DATE PREPARED: 10/24/2012

TAX EXEMPT:
BILLING:
COMMENTS: