



Room Rental & Minimums

Room rental minimum fees are based on space booked and adjusted according to the food and beverage purchased.

Menu Available & Bar Service

Included in your event packet you will find Breakfast and Breaks, Lunch, Hors d'Oeuvres, and Dinner menus: Buffet or Plated. Bar Offerings include: Consumption Bar: Priced per drink with bartender fees. Cash Bar: Charged per drink with bartender fees.

Linens

Black tablecloths with chocolate napkins are the Galaxy standard. The Galaxy offers a variety of linen and napkin colors. Check with your event coordinator to see available colors.

Centerpieces

The Galaxy offers centerpieces for your event. Our standard is a brush nickel lamp with a black shade and oil burning candle. The centerpiece will be placed on an 8" square beveled mirror and is included in the service fee for your event. Guests are welcome to supply their own centerpieces, however due to fire codes, there are to be no open flames if candles are used. Setup of centerpieces is included in the price, however, an additional cleaning fee of \$150 plus tax may apply for more detailed/elaborate centerpieces.

Decorating

We can provide you with an allotted time to decorate prior to your event. Please consult with the Sales staff on coordinating decorating time. Confetti and glitter are not to be used. An additional \$150.00 service fee will be applied for use of confetti.

Enhancement Lighting

The Galaxy offers a variety of special lighting to enhance your experience. Ask your event coordinator about our colorful up-lighting to enhance any event. We also can project your company name or logo on the wall making for a more formal event.

Setup & Delivery

Based on previously scheduled events, The Galaxy will allow one to two hours prior to start of the event. (ie.; DJ, Cake, Flowers, Balloons, etc.) for set up. Additional days for setup prior to an event will be charged on an event-by-event basis.

Deposits

All Deposits are due with signed contract withing two weeks of booking an event. Deposits for each event will be determined by the Sales Office.

Cancelation Policy

Cancellations of an event need to be made in writing. The cancellation fee schedule is part of your contract. Any cancellation of an event made after guarantee has been given or within 5 business days of the scheduled event will result in the full charge of the event based on the guaranteed number.

Miscellaneous

The sponsoring group or family is responsible for any damage to our property by any of its guests. The Galaxy prohibits any outside food or liquor on the premises with the exception of a special occasion cake.

Set up fee

The set up fee covers expenses of setup, clean up, centerpieces, linens and any overhead expenses. The set up fee (20%) will be added to the food and beverage total.



Prices are per person unless noted.

Breakfast Buffet

All-American Buffet **\$15.95**

Fluffy Scrambled Eggs, Sausage or Crispy Bacon, Hash Browns, English Muffins and Fresh Fruit.
Hot tea, coffee & a selection of two juices.

AM Breaks

Morning Eye Opener **\$6.95**

Assorted Muffins and Danish with Freshly Brewed Coffee and Hot Tea

Executive Continental **\$9.95**

A selection of two juices, assorted Muffins, Danish, Coffee Cake and Fresh Seasonal Fruit Tray and Freshly Brewed Coffee and Hot Tea

PM Breaks

Afternoon Snack **\$7.95**

Assorted Homemade Cookies, Assorted Bags of Chips & peanuts with Freshly Brewed Coffee And Hot Tea, Iced Tea, Assorted Sodas and Bottled Water

Fiesta Break **\$9.95**

Tri-colored Tortilla chips, Salsa, Guacamole, Chili Con Queso, Assorted Sodas and Bottled Water

Beverage Services

Freshly Brewed Coffee, Decaf and Hot Tea **\$19.50/gallon**

Assorted Sodas & Bottled Water \$2.00 each

Beverages replenished for a one hour period. Additional charges will apply after a one hour period.

*Prices may change based on availability. All prices subject to 20% setup fee and 6.75% local sales tax.



Buffets served for a minimum of 20 people. All Lunch Buffets include Freshly Baked Rolls, Fresh Brewed Coffee, Hot Tea, and Iced Tea. Prices are per person. In accordance with local and state health department regulations no food or beverage may be taken out of the banquet facility following the event.

Optimum Buffet **\$19.95**

Includes one (1) salad, one (1) vegetable, one (1) starch, and two (2) entrees.
Served with your choice of Galaxy Signature Cheesecake or Carrot Cake for Dessert.

Traditional Buffet **\$16.95**

Includes one (1) salad, one (1) vegetable, one (1) starch, and two (2) entrees

Chef Recommended Accompaniments (Additional salads, starches, or vegetable @ \$4.00 per person)

Salads

- Cole Slaw
- Fresh Fruit
- Tossed Garden Salad
- Traditional Caesar Salad

Starches

- Scalloped Potatoes
- Mashed Potatoes
- Smashed Redskin Potatoes
- Buttered Noodles
- Roasted Rosemary Redskin Potatoes
- Steamed Redskins in Herb Butter
- Herbed Vegetable Rice Pilaf
- Penne w/ Marinara or Alfredo Sauce

Vegetables

- Steamed Green Beans
- Broccoli in Garlic Butter
- Glazed Baby Carrots
- California Medley
- Roasted Fresh Vegetables
- Buttered Corn

Salad Bar and Soup with Half Sandwich **\$16.95**

Includes one (1) half sandwich, two (2) soups, and either Galaxy Macaroni Salad, Potato Salad, or Fresh Fruit. Full Sandwiches available at \$2.00 per person

Salad Bar

- Mixed Greens
- Ranch & Italian Dressing
- Bacon Bits
- Julienne Carrots
- Shredded Cheddar Cheese
- English Cucumbers
- Hard Boiled Eggs
- Black Olives
- Croutons
- Tomatoes

Half Sandwiches

- Circle L Sliders
- Tarragon Chicken Salad
- Turkey Club Croissant
- Classic Rubeen
- Italian Sub

Soups

- Chicken Noodle
- Broccoli Cheese
- Creamy Potato
- Tomato Basil Bisque
- Chicken Tortilla
- Circle L Cheeseburger w/ bacon

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Entrees Served with Fresh Brewed Coffee, Hot Tea, and Iced Tea. Please select one or offer a maximum choice of three entrees. Guests will be required to supply place cards when two or more entrees are selected. Prices are per person. In accordance with local and state health department regulations, no food or beverage may be taken out of the banquet facility following the event. All entrees served with the same choice of one starch and one vegetable.

Beef Entrees

Circle L Meatloaf with mashed potatoes and choice of vegetable	\$14.95
6 oz. Prime Rib oven roasted prime rib served with au jus and horse radish cream and choice of starch and vegetable	\$21.95
Beef Stroganoff over Noodles with choice of vegetable	\$14.95

Chicken Entrees

Chicken Stir Fry served over Jasmine rice with Asian vegetables	\$14.95
Chicken Piccata lightly dusted boneless chicken breast with a white wine lemon butter sauce and capers; served with your choice of starch and vegetable	\$14.95
Chicken Marsala lightly dusted boneless chicken breast with a Marsala wine and mushroom sauce; served with your choice of starch and vegetable	\$14.95

Seafood Entrees

Lightly Blackened or Baked Salmon with beurre blanc sauce; served with your choice of starch and vegetable	\$16.95
Baked Cod with beurre blanc sauce; served with your choice of starch and vegetable	\$14.95

Chef Recommended Accompaniments

All entrees served with same choice of one starch and one vegetable

Starches

Mashed Potatoes
Scalloped Potatoes
Smashed Redskin Potatoes
Herbed Vegetable Rice Pilaf
Roasted Rosemary Redskin Potatoes

Vegetables

Glazed Baby Carrots
Buttered Corn
California Medley
Steamed Green Beans

Add House Salad and rolls/butter- \$4.00 per person

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Entrees Salad and Sandwiched Served with Fresh Brewed Coffee, Hot Tea, and Iced Tea. Please select one or offer a maximum choice of three entrees. Guests will be required to supply place cards when two or more entrees are selected. Prices are per person. In accordance with local and state health department regulations, no food or beverage may be taken out of the banquet facility following the event.

Salad Entrees

Cobb Salad crumbled bleu cheese, fresh tomato, diced egg, chicken breast and crisp bacon, layered over fresh greens with our house dressing \$14.95

Blackened Chicken Caesar romaine hearts, parmesan cheese, grilled chicken breast and garlic croutons \$13.95

Seasonal Salad ask your sales coordinator about our seasonal salad made with locally sourced fresh produce as available during the season Seasonal Price

Sandwiches

Circle L Sliders two mini Circle "L" burgers on buttered grilled minim slider buns with melted American cheese, pickle, secret sauce, and shredded lettuce \$12.95

Italian Sub layers of salami, capicola, and ham with provolone cheese, lettuce, tomato, onions and pepperoncini with Italian dressing served on toasted hoagie bun. \$12.95

Buffalo Chicken Wrap moist crispy chicken tossed in our own buffalo sauce, lettuce, tomato, and cheddar cheese with bleu cheese dressing rolled in a tortilla \$12.95

Oven Roasted Turkey Wrap Tortilla filled with roasted turkey breast, fresh greens, feta cheese, tomato and Italian dressing \$12.95

Turkey Club Croissant turkey, lettuce, tomato, bacon and American Cheese \$12.95

Tarragon Chicken Salad served on a flaky croissant, garnished with lettuce and tomato \$12.95

All above sandwiches served with potato chips. Add House salad & rolls, Seasoned Fried Potato Wedges or Fresh Fruit for \$4.00 per person

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Prices are per person unless noted

Apple Crisp	\$4.50
Peach Crisp	\$4.50
Fruit Pies Apple, Cherry, Peach, Blueberry; No sugar added Apple, Cherry, Fruit of the Forest	\$4.50
Banana Cream Pie	\$5.50
Strawberry Shortcake	\$4.50
Carrot Cake with Cream Cheese Icing	\$4.50
Three Layer Chocolate Cake	\$5.50
Orange Dreamsicle Cake	\$5.50
White Chocolate Raspberry Cake	\$5.50
Lemon Cake	\$5.50
Assorted Mini Pastry Trays	\$6.00
New York Cheesecake with Raspberry Sauce or Strawberry Sauce	\$5.50
1 Dozen Assorted Cookies	\$10.00 (per dozen)

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The Galaxy offers these additional services to enhance your event planning.

Risers	4'x8' sections	\$20.00 per section
Linens	Champagne, white and black linens are provided Variety of colored napkins available	
	Overlays	\$2.00 each
Charger plates	Silver charger plates	\$1.00 each
Grand Piano	Reservation required. Pianist referrals from sales office	\$50.00
Dance Floor	Additional rental fee may be charged if size requested is larger than available	Complimentary
Audio Visual	8' x 8' Screen	\$35.00
	LCD Package- includes screen, projector, sound system, AV cart, power strips, and extension cords	\$150.00
	LCD Projector	\$75.00
	WiFi	Complimentary
Misc. Equipment	Flip Chart	\$10.00
	Flip Chart with markers	\$20.00
	27" x 35" whiteboard with markers	\$10.00
Cake service	Experience cake designer referrals available. Cake cutting and serving	Complimentary
Shuttle service	14 passenger limo shuttle, minimum 2 hours	\$100.00 per hour + gratuity
	Deposit required. If cancellations is made less than 24 hours in advance the deposit will be forfeited. Reserve through the Holiday inn Express 330-334-7666	\$50.00
Centerpieces	Guests are welcome to provide their own centerpieces. Due to fire code, open flames are not permitted if candles are used. A Service fee may apply.	
Referrals	The Sales Coordinator can supply a list of referrals for other event services such as DJ, bands, pianist/harpist, chair covers, specialty linens, photographers and video services	
Hotel Packages	Ask about the Holiday Inn Express & Suites and Comfort Inn & Suites packages available for your overnight stay.	

*Prices may change based on availability. Some services are subject to 6.75% local sales tax