



# -BANQUET INFORMATION-

## *Banquet Rooms*

We have two beautiful banquet rooms available for your next event. The Mardi Gras Room holds a maximum of 60 guests. The French Quarter Room holds 30-40 guests depending on which Copeland's location. Buffet menu setup can change these room capacities. These two rooms are adjacent to each other. The French Quarter room does not have direct access to the restaurant. Its access is through the Mardi Gras room or through a separate door that leads right outside the main restaurant doors. Please be aware that at any given time, French Quarter Room guests might need to walk through the Mardi Gras Room.

## *Room Fees / Cancellations*

A room fee will be charged in advance to secure your space with a signed contract. This is a non-refundable fee in the case of cancellation. This ensures your reservation and usage of the room for up to three hours. Room fees do not go towards the minimums.

## *Food & Beverage Minimums*

There is a minimum expenditure for food and beverage for all banquet bookings. The 20% Gratuity and 6% sales tax that is added to your final bill does not go towards meeting this minimum. If the minimum is not met, the difference will be charged as "unmet minimum" fee. Gift card purchases do not apply.

## *Guarantee*

A final guaranteed guest count is required 72 hours prior to your scheduled event. This is the count that will be charged the day of the event even if less guests show. We will also do a headcount the day of for any overages.

## *Menus*

A banquet menu is required for all banquet events. We offer plated and buffet options. Plated menus are available for groups of 30 or less on weekdays. Buffet menus will be replenished for 1.5 hours. Buffet menu items will not be packaged to go. We take great pride in our made-from-scratch kitchen. Because of this, menu customization is possible. If you or any of your guests have an allergy or dietary restriction, please inform the staff and our chefs will be happy to accommodate your needs.

## *Banquet Benefits Program*

We value our repeat clients. As a loyal banquet guest, you will receive numerous benefits in continuing to host multiple events with us. Within a calendar year, if you will be hosting more than one event with us, you will receive the following benefits...

- Waived Room Fees (after your first event each year)
- Waived AV Fees (after your first event each year)
- A complimentary Lagniappe Card for continued point accrual for every dollar spent at Copeland's

This applies to weekday events. Not applicable for Friday, Saturday or Sunday events. Ask your Banquet Manager how to join our Banquet Benefits Program!

# -AUDIO / VISUAL EQUIPMENT-

*Copeland's is proud to offer the highest quality presentation equipment and Audio/Visual resources for your event.*

*All rented AV equipment does need to be returned to Copeland's or a replacement fee will be applied.*

*Our projectors are compatible with HDMI and VGA connections only.*

*If your laptop does not have one of those connections, please provide your own adapter.*

*We recommend you test compatibility between your equipment and ours.*

*Every computer is different, and Copeland's will not be held responsible for incompatibility.*

LCD PROJECTOR WITH SCREEN..... \$120.00  
 PORTABLE OR DROPDOWN SCREEN ..... \$40.00  
 LCD PROJECTOR ..... \$80.00  
 EASEL ..... \$5.00

WIRELESS HANDHELD MICROPHONE ..... \$40.00  
 WIRELESS LAVALIER MICROPHONE ..... \$40.00  
 PODIUM ..... \$20.00

*Complimentary Wireless Internet Service is Included*