

CORPORATE EVENT PACKAGES

12610 FM 1464 | Richmond, TX 77407 bhawkcc.com | 281.494.4244

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FULL DAY MEETING

Includes Meeting Room, Meeting Set Up, Meeting Supplies, Beverage Station, AM & PM Refreshment Breaks, Breakfast and Lunch Includes: (2) flipcharts with Markers, Screen & Projector Or TV Monitor & HDMI Cable and Extension cords

HALF-DAY MEETING

Includes Meeting Room, Meeting Set Up, Meeting Supplies, Beverage Station, Breakfast, AM Refreshment Break and Lunch or Lunch and PM Refreshment Break Includes: (2) flipcharts with Markers, Screen & Projector Or TV Monitor & HDMI Cable and Extension cords

*Specialty A/V Equipment Can be Procured at Additional Costs

** Additional Labor Fee for groups under 5 people.

Meeting Room and Setup Includes: Tables, Chairs and Table Linens

Meeting Room Supplies Includes: Notepads, Pens, Bottled Water

Meeting Room Capacities Azalea Board Room: Holds Up to 12 Oak Room: Holds 13- 70 People Depending On Room Set Up



BREAKS & REFRESHMENTS

Includes: Beverage Station – Regular, Decaffeinated Coffee, Hot Teas, Juices (as requested), assorted Soft Drinks throughout the day (8:00am-5:00pm) and Beverage Station refresh at each Break Period

AM Break options (Choose 1)

- Trail Mix Bars/Granola Bars (basket)
- Whole Fresh Fruit (basket)
- Fresh Fruit Salad (pineapple, melon, berries, grapes)
- Platter of Breakfast Pastries

PM Break Options (Choose 2)

- Small Cheese & Cracker Platter
- Vegetable Crudités with Ranch
- Soft Pretzel Bites with Mustard
- Tri-Color Tortilla Chips with Salsa & Guacamole
- Assortment of Warm Cookies or Brownies

Azalea Room Rental (Non-Package)

Half-Day: (up to 5 hours, Includes TV Monitor) Full Day: (5 or more hours, Includes TV Monitor)

- Food or Beverage not included in Room Rental Rate.
- Additional Audio Visual Equipment based on a la carte pricing
- A Beverage Station is recommended for meetings over 2 hours in length.

For more information contact Christina Castro | ccastro@bhawkcc.com



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