

## EVERY OCCASION, EVERY PERSONALITY

Building on the neighborhood tradition of pubs, bistros and cafés, McMenamins has been introducing new gathering spots to the Pacific Northwest since 1983. Each location opens as a comfortable and enchanting place for family and friends to enjoy good company, tasty food and handcrafted beverages. After opening, the brewpubs, theaterpubs and properties evolve in varying directions, stirred by the mix of patrons that passes through them, and by those patrons who return to become part of a location's history and personality.

With a steadfast respect for tradition and history, McMenamins strives to maintain the characteristics of a property's past personality while allowing it to mature into something new. Something homey, something quirky, something elegant – the pubs are as varied as their patrons. McMenamins welcomes neighbors, travelers and groups, each creating a living history at the individual locations. Business meetings unfold; wedding vows are promised; receptions, birthdays, reunions and anniversaries are celebrated within these walls.

Whether you're looking for a place to discuss company policy with coworkers, or a destination for a social gathering or celebration, McMenamins offers a variety of locations to meet your needs. The following pages contain information about some of our event and meeting spaces in Portland and the surrounding area. If you'd like to plan an extended event, we also have celebration and meeting spaces with hotel accommodations. Or, for grand gatherings up to 1,000 guests, ask about the Crystal Ballroom.

Somewhere for every occasion, every personality.

# MEETING & BANQUET CAPACITIES

Location	Maximum Number of Guests	
	Seated	Reception Style
Backstage Bar .....	N/A	100
Kimball Room .....	N/A	30
Projection Room .....	N/A	20

## BOOKING INFORMATION

Meeting and celebration spaces are reserved through our Sales staff.

Food and beverages are catered by our on site restaurants. Minimum food and beverage purchases apply to each room, varying based on the size of the room, time of day, and day of the week.

Each function requires an advance deposit with the balance due upon conclusion of the event.

Direct billing is also available for corporate events with advance arrangements.

The catering department offers special menus for all events,  
from conferences to wedding receptions.

For more information, contact our Group Sales coordinators at (503) 236-9234.



# CATERING INFORMATION

## MEETING ROOM RENTALS

Each room requires a minimum amount of food and beverage service to be purchased for your function. The minimum amount varies depending on the time of the day and day of the week. These fees can be explained by our sales coordinators.

## MENUS

Meal selections must be confirmed four weeks prior to the date of your function. Although menus and prices are subject to change, they are always guaranteed three months prior to your event. Please note that all food and beverage prices are subject to an 18% gratuity.

## PAYMENT POLICY

Every function requires an advance deposit(s), with the balance of all charges due at the close of the event. Direct billing for business events is also available if arranged in advance and approved prior to the function.

## GUARANTEES

The final number in attendance for your event must be specified by noon, on the appropriate date, as noted on your Function Order Contract. Once received by the Sales and Events Office, the number in your party will be considered a guarantee and no longer subject to reduction.

## MUSIC

Music and other forms of entertainment are welcome to complement your special event. Our sales coordinators can assist you in planning music that is appropriate for each venue.

# BAGDAD THEATER & PUB

3702 SE HAWTHORNE · PORTLAND

Since 1927, when Universal Studios spared little expense to build this ornate, balconied temple of entertainment, the Bagdad has featured an incredible array of performances ranging from bawdy vaudeville stage shows to Technicolor extravaganzas. Today, with 590 seats, the theater offers a grand, well-designed forum for multimedia presentations. For smaller groups, the Back Stage Bar is just around the corner.

