



Royal Sonesta Boston
 40 Edwin Land Boulevard, Cambridge, MA 02142
 Phone: (617) 806-4200

BEO #: 24677
 Page 1 of 2
 Date Printed: 11/25/2019

Banquet Event Order
Banquet

Account:	National Bureau of Economic Research - NBER	Event Date:	Friday, December 6, 2019
Post As:	NBER - Entrepreneurship	Contact:	Carl Beck
Address:	1050 Massachusetts Avenue Cambridge, MA 02138 UNITED STATES	Phone:	(617) 588-0380
		Email:	cbeck@nber.org
		Onsite Contact:	Rob Shannon
		Onsite Phone:	(617) 416-5642
Deposit:		Catering Manager:	Kathryn Mathews
		Service Manager:	Valerie Mathews

Date	Event Time	Room	Function	Setup	Exp	Gtd	Rental
Fri, Dec 06	7:00 AM - 8:00 AM	Longfellow - West Tower, Level 1	Registration	Registration	2	2	
Fri, Dec 06	8:00 AM - 9:00 AM	Longfellow - West Tower, Level 1	Continental Breakfast	Buffet	58	58	55 *
Fri, Dec 06	8:00 AM - 3:30 PM	Longfellow - West Tower, Level 1	Meeting	U-Shape	60	72	\$0.00
Fri, Dec 06	10:10 AM - 10:45 AM	Longfellow - West Tower, Level 1	Break - AM	Buffet	50	50	
Fri, Dec 06	12:30 PM - 1:30 PM	Longfellow - West Tower, Level 1	Break - PM	Buffet	40	40	
Fri, Dec 06	1:50 PM - 2:30 PM	Longfellow - West Tower, Level 1	Break - PM	Existing	60	40	\$0.00
Fri, Dec 06	3:45 PM - 4:00 PM	Longfellow - West Tower, Level 1	Break - PM	Buffet	50	50	

Menu	Setup
Longfellow - West Tower, Level 1 8:00 AM - 9:00 AM THE CONTINENTAL <i>Serve Time: 8:00 AM to 9:00 AM</i> Chilled cranberry, grapefruit & orange juices Seasonal fruit salad House made granola Chilled individual fruit yogurts Assorted baked bagels Low-fat & chive cream cheese Assortment of freshly baked pastries Marmalade's, preserves, butter Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas 58 @ \$32.00 per person Please Replace 1/2 of the Pastries w/ Low Fat Ones	Longfellow - West Tower, Level 1 7:00 AM - 8:00 AM 6' Registration Table with 2 Chairs, Water, Candy, Pads, Pens and Wastebasket Longfellow - West Tower, Level 1 8:00 AM - 3:30 PM Skinny U-Shape Set for 30 24 Theater Set for 42 Set Around U-Shape 48 Water & Candy Set on Tables - NBER to Provide Own Pads and Pens Floor Podium with Cabaret Table 6' Table for Materials Decorated Food Display - Set In The Back of the Room Coat racks - Self Service Cabaret Table for AV SEE DIAGRAM
Longfellow - West Tower, Level 1 10:10 AM - 10:45 AM 50 Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas @ \$8.00 per person Soft Drinks & Mineral Waters @ \$5.00 each	Audio Visual Longfellow - West Tower, Level 1 8:00 AM - 3:30 PM Please Refer to KVL Estimate
Longfellow - West Tower, Level 1 12:30 PM - 1:30 PM 40 Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas @ \$8.00 per person Soft Drinks & Mineral Waters @ \$5.00 each	Miscellaneous Longfellow - West Tower, Level 1 8:00 AM - 3:30 PM

Customer Approval _____

Date _____

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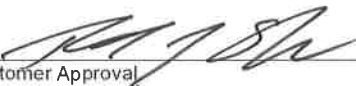
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<p>Longfellow - West Tower, Level 1 1:50 PM - 2:30 PM 40 Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas @ \$8.00 per person Soft Drinks & Mineral Waters @ \$5.00 each</p> <p>Longfellow - West Tower, Level 1 3:45 PM - 4:00 PM 50 Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas @ \$8.00 per person Soft Drinks & Mineral Waters @ \$5.00 each</p>	<p>\$22 Event Self-Parking IPO \$24 Event Valet Parking IPO</p>
<p>Beverage</p>	

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or uncooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illnesses.

Customer Approval 

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		Onsite Contact:	Rob Shannon
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Deposit:		Catering Manager:	Kathryn Mathews
		Service Manager:	Valerie Mathews

Date	Event Time	Room	Function	Setup	Exp	Gtd	Rental
Fri, Dec 06	12:05 PM - 1:05 PM	Dante's Restaurant - West Tower, Level 1	Lunch - Buffet	Existing	60	65 64	\$.00

Menu	Setup
Dante's Restaurant - West Tower, Level 1 12:05 PM - 1:05 PM NEW ENGLAND <i>Serve Time: 12:05 PM to 1:05 PM</i> Clam chowder Smoked bacon Mixed green salad Seasonal accompaniments Vegetable salad Hearty beef stew Garden herbs Roasted turkey breast with maple bourbon gravy Herb-roasted haddock Tomato fennel ragout Mashed potatoes Roasted garlic Seasonal vegetables Assorted rolls Warm cranberry-apple crisp Vanilla ice cream Freshly brewed PJ's coffee, regular & decaffeinated Selected Mighty Leaf fine herbal teas 65 @ \$55.00 per person Soft Drinks & Mineral Waters @ \$5.00 each	Dante's Restaurant - West Tower, Level 1 12:05 PM - 1:05 PM Existing Set in Dantes Decorated Food Display Tables Fully Set All Food Items to be Labeled SEE DIAGRAM Audio Visual Miscellaneous
Beverage	

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ADD
ROW
OF 10
CHAIRS

NBER - Entrepreneurship
Longfellow Suites 12/6

BEO 24677

Decorated Food Display

Reg

5' Table for Materials

AV

5 Feet

PS

