25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

Event Order

NBER Post As: NBER ITI - 2019 Event Date: Monday, July 08, 2019

Contact: Carl Beck

On-Site: Carl Beck

Account #:

Account:

Printed:

6/26/2019

Direct Bill

Booked By:

Kate Hartwig

EO#: 19752

Page 1 of 2

Tax Exempt:

Event Parking:

Payment Method:

Guests to Pay

Catering: Service:

Lauren Hendy

Final guarantee is due 72 hours (3 business days) prior to your function. Guest count will be considered final if no guarantee is provided.

Date	Event Time	Room	Function	Setup	Agr	Gtd Set Rental
07/08/19	8:00 AM - 9:00 AM	Serrano A	Breakfast	Rounds	100	50
07/08/19	8:00 AM - 9:00 AM	Alexis Gallery	Breakfast Overflow	Rounds	60	60
07/08/19	8:00 AM - 5:00 PM	Serrano Foyer	All Day Beverage Service	Existing	100	
07/08/19	8:00 AM - 5:00 PM	Alexis Gallery	Breakout	Rounds		
07/08/19	8:00 AM - 5:00 PM	Serrano BC	General Session	See Diagram	100	
07/08/19	10:00 AM - 10:30 AM	Serrano Foyer	AM Break	Rounds	100	
07/08/19	12:00 PM - 1:00 PM	Serrano A	Lunch	Rounds	100	50
07/08/19	12:00 PM - 1:00 PM	Alexis Gallery	Lunch Overflow	Rounds	60	60
07/08/19	3:00 PM - 3:30 PM	Serrano Foyer	PM Break	Rounds	100	

Menu		Set Up			
8:00 AM - 9:00 AM	Serrano A	8:00 AM - 9:00 AM	Serrano A		
Serve Time: 8:00 AM to 9:00 Over the Longfellow *CUST		Rounds of 10			
Sliced seasonal fruit Assorted Greek yogurts with house n	nade granola	8:00 AM - 9:00 AM	Alexis Gallery		
Assorted sliced bagels Herb and plain cream chee	· ·	Rounds of 10			
Freshly baked muffins, croissants and	l sticky buns	8:00 AM - 5:00 PM	Alexis Gallery		
*Please leave non-perishables out fo Chilled orange, grapefruit and cranl		Rounds of 10			
La Colombe coffee and assorted Te \$5 per person surcharge for groups	a & Co tea	Pads, Pens, Candies and Water Se	ervice		
100 People @ \$30.00 Per Pe		8:00 AM - 5:00 PM	Serrano BC		
8:00 AM - 5:00 PM	Serrano Foyer	6' Registration Table with (2) Chair Serrano Foyer	s and Wastepaper Basket in		
Serve Time: 8:00 AM to 5:00 All day coffee with assorted All day La Colombe coffee and assorted T	teas	U-shape for 24 with 2 rows of chairs set around the perimeter of U *SEE DIAGRAM			
Assorted milks and sweeten	ers	Pads, Pens, Candies and Water Se	ervice		
100 People @ \$15.00 Per Pe		12:00 PM - 1:00 PM	Alexis Gallery		
Serve Time; 8:00 AM to 5:00 All Day Beverage Service	***	Rounds of 10			
*estimate only, final bill based on actua					
100 Bottles Assorted Soft Drinks, Still and S \$5.00 Each	Sparkling Water @	AV			
100 Bottles Bottled juices to include Cran-g \$6.50 Per Bottle	rape and Apple @	8:00 AM - 5:00 PM	Serrano BC		

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee, Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event.

No sutside load or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Hotel Representative Signature

25 Edwin H, Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

EO#: 19752 Page 2 of 2

Event Order

1 Total Total Audio Visual Charges (including Tax) @ \$.00 Total 10:00 AM - 10:30 AM Serrano Foyer *Please leave non-perishables from breakfast out for AM Break Notes *replenishment of these items may result in an additional fee Miscellaneous 12:00 PM - 1:00 PM Serrano A Serve Time: 12:00 PM to 1:00 PM Spring/Summer Chopped Salad Buffet *CUSTOM* House made focaccia and croutons **ALL ITEMS SERVED INDIVIDUALLY** Mixed greens Spicy arugula Sliced grilled chilled chicken Roasted shrimp Grilled steak tips Fresh berries Almonds Green beans Cumin roasted patty pan squash Goat cheese Light lemon vinaigrette and balsamic vinaigrette Assorted pot du crème *Please leave non-perishables out for PM break* La Colombe coffee and assorted Tea & Co teas \$10 per person surcharge for groups under 20 100 People @ \$52.00 Per Person 3:00 PM - 3:30 PM Serrano Foyer *Please leave non-perishables out from lunch for PM Break *Replenishment of these items may result in an additional fee

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6,25% State and Local tax. Audio visual is subject to set up/strike fees and 6,25% tax. Please advise catering of any food allergies prior to your event.

No putside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Beverage

Date

Hotel Representative Signature

NBER

NBER ITI - 2019

Account:

Post As:

Kimpton Marlowe Hotel

25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

Event Order

EO#: 19753 Page 1 of 2

Event Date: Tuesday, July 09, 2019

Catering:

Contact: Carl Beck On-Site: Carl Beck

Account #: Printed: 6/26/2019 Booked By: Kate Hartwig

Event Parking: Guests to Pay Tax Exempt: Payment Method: Service: Lauren Hendy Direct Bill

Final guarantee is due 72 hours (3 business days) prior to your function. Guest count will be considered final if no guarantee is provided.

Date	Event Time	Room	Function	Setup	Agr	Gtd	Set	Rental
07/09/19	8:00 AM - 9:00 AM	Serrano A	Breakfast	Rounds	100		50	
07/09/19	8:00 AM - 9:00 AM	Alexis Gallery	Breakfast Overflow	Rounds	60		60	
07/09/19	8:00 AM - 5:00 PM	Serrano Foyer	All Day Beverage Service	Existing	100			
07/09/19	8:00 AM - 5:00 PM	Alexis Gallery	Breakout	Rounds				
07/09/19	8:00 AM - 5:00 PM	Serrano BC	General Session	See Diagram	100			
07/09/19	10:00 AM - 10:30 AM	Serrano Foyer	AM Break	Rounds	100			
07/09/19	12:00 PM - 1:00 PM	Serrano A	Lunch	Rounds	100		50	
07/09/19	12:00 PM - 1:00 PM	Alexis Gallery	Lunch Overflow	Rounds	60		60	
07/09/19	3:00 PM - 3:30 PM	Serrano Foyer	PM Break	Rounds	100			

Menu	11 1 1 1 1 1 1 1 1 1 1 1	Set Up			
8:00 AM - 9:00 AM	Serrano A	8:00 AM - 9:00 AM	Serrano A		
Serve Time: 8:00 AM to 9:00 AM Over the Longfellow *CUSTOM		Rounds of 10			
Sliced seasonal fruit		8:00 AM - 9:00 AM	Alexis Gallery		
Assorted Greek yogurts with house made gra	anoia	Rounds of 10			
Herb and plain cream cheese Freshly baked muffins, croissants and sticky l		8:00 AM - 5:00 PM	Alexis Gallery		
*Please leave non-perishables out for AM b Chilled orange, grapefruit and cranberry jui		Pads, Pens, Candies and Water Se	rvice		
La Colombe coffee and assorted Tea & Co \$5 per person surcharge for groups under	tea	Rounds of 10			
100 People @ \$30.00 Per Person		8:00 AM - 5:00 PM	Serrano BC		
8:00 AM - 5:00 PM Serr	ano Foyer	6' Registration Table with (2) Chairs Serrano Foyer	and Wastepaper Basket in		
Serve Time: 8:00 AM to 5:00 PM All day coffee with assorted teas All day La Colombe coffee and assorted Tea & Co	o service	U-shape for 24 with 2 rows of chairs U *SEE DIAGRAM	s set around the perimeter of		
Assorted milks and sweeteners		Pads, Pens, Candies and Water Se	rvice		
100 People @ \$15.00 Per Person		12:00 PM - 1:00 PM	Alexis Gallery		
Serve Time: 8:00 AM to 5:00 PM All Day Beverage Service		Rounds of 10			
*estimate only, final bill based on actual consulting 100 Bottles Assorted Soft Drinks, Still and Sparkling		AV			
\$5.00 Each 100 Bottles Bottled juices to include Cran-grape an \$6.50 Per Bottle		8:00 AM - 5:00 PM	Serrano BC		

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event.

suitside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Date Hotel Representative Signature

25 Edwin H. Land Blvd, Cambridge, MA 02141

Phone: 617-868-8000 Fax: 617-395-2532

EO#: 19753 Page 2 of 2

Event Order

1 Total Total Audio Visual Charges (including Tax) @ \$.00 Total 10:00 AM - 10:30 AM Serrano Foyer *Please leave non-perishables from breakfast out for AM Break Notes *replenishment of these items may result in an additional fee Miscellaneous 12:00 PM - 1:00 PM Serrano A Serve Time: 12:00 PM to 1:00 PM **Delicatessan Buffet *CUSTOM** Boston bibb salad with grape tomatoes, cucumbers, herb vinaigrette Seasonal pasta salad Assorted Breads: baguette, ciabatta, pita and focaccia Freshly sliced deli meats: salami, smoked turkey breast, honey ham, roast angus beef Sliced cheeses: cheddar and provolone Sliced tomatoes and fresh lettuce leaves Horseradish mayo and Dijon mustard House-made pickles Marinated grilled vegetable display Individual bags of Cape Cod potato chips Vanilla and chocolate frosted cupcakes *Please leave non-perishables out for PM break* La Colombe coffee and assorted Tea & Co teas \$10 per person surcharge for groups under 20 100 People @ \$48.00 Per Person 3:00 PM - 3:30 PM Serrano Foyer *Please leave non-perishables out from lunch for PM Break *Replenishment of these items may result in an additional fee Beverage

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax, Please advise catering of any food allergies prior to your event.

No outside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Hotel Representative Signature



NBER

Account:

Post As:

Tax Exempt:

Kimpton Marlowe Hotel

25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

Event Order

EO#: 19754 Page 1 of 2

Event Date: Wednesday, July 10, 2019

Contact: Carl Beck

On-Site: Carl Beck

Account #: Printed:

NBER ITI - 2019

d: 6/26/2019

Direct Bill

Booked By: Kate Hartwig

Event Parking: Guests to Pay

Payment Method:

Catering:
Service: Lauren Hendy

Final guarantee is due 72 hours (3 business days) prior to your function. Guest count will be considered final if no guarantee is provided.

Date	Event Time	Room	Function	Setup	Agr	Gtd	Set	Rental
07/10/19	8:00 AM - 9:00 AM	Serrano A	Breakfast	Rounds	100		50	
07/10/19	8:00 AM - 9:00 AM	Alexis Gallery	Breakfast Overflow	Rounds	60		60	
07/10/19	8:00 AM - 5:00 PM	Serrano Foyer	All Day Beverage Service	Existing	100			
07/10/19	8:00 AM - 5:00 PM	Alexis Gallery	Breakout	Rounds				
07/10/19	8:00 AM - 5:00 PM	Serrano BC	General Session	See Diagram	100			
07/10/19	10:00 AM - 10:30 AM	Serrano Foyer	AM Break	Rounds	100			
07/10/19	12:00 PM - 1:00 PM	Serrano A	Lunch	Rounds	100		50	
07/10/19	12:00 PM - 1:00 PM	Alexis Gallery	Lunch Overflow	Rounds	60		60	
07/10/19	3:00 PM - 3:30 PM	Serrano Foyer	PM Break	Rounds	100			

Menu		Set Up			
8:00 AM - 9:00 AM	Serrano A	8:00 AM - 9:00 AM	Serrano A		
Serve Time: 8:00 AM to 9:00 AM Over the Longfellow *CUSTOM		Rounds of 10			
Sliced seasonal fruit	nata	8:00 AM - 9:00 AM	Alexis Gallery		
Assorted Greek yogurts with house made grai Assorted sliced bagels Herb and plain cream cheese	ilola	Rounds of 10			
Freshly baked muffins, croissants and sticky b	uns	8:00 AM - 5:00 PM	Alexis Gallery		
*Please leave non-perishables out for AM br Chilled orange, grapefruit and cranberry juic	e	Rounds of 10			
La Colombe coffee and assorted Tea & Co to \$5 per person surcharge for groups under 1		Pads, Pens, Candies and Water Service			
100 People @ \$30.00 Per Person	O .	8:00 AM - 5:00 PM	Serrano BC		
8:00 AM - 5:00 PM Serra	no Foyer	6' Registration Table with (2) Chairs and Wastepaper Basket in Serrano Foyer			
Serve Time: 8:00 AM to 5:00 PM All day coffee with assorted teas All day La Colombe coffee and assorted Tea & Co	service	U-shape for 24 with 2 rows of chairs set around the perimeter of U*SEE DIAGRAM			
Assorted milks and sweeteners	0017100	Pads, Pens, Candies and Water S	Service		
100 People @ \$15.00 Per Person		12:00 PM - 1:00 PM	Alexis Gallery		
Serve Time: 8:00 AM to 5:00 PM All Day Beverage Service		Rounds of 10			
*estimate only, final bill based on actual consul	•				
100 Bottles Assorted Soft Drinks, Still and Sparkling \$5.00 Each	vvater @	AV			
100 Bottles Bottled juices to include Cran-grape and \$6.50 Per Bottle	Apple @	8:00 AM - 5:00 PM	Serrano BC		

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event.

No optside god or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Clarified

Organization Authorized Signature

Date

Hotel Representative Signature

Marlowe.

25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

Event Order

EO#: 19754 Page 2 of 2

	Evelit	rider
10:00 AM - 10:30 AM	Serrano Foyer	1 Total Total Audio Visual Charges (including Tax) @ \$.00 Total
*Please leave non-perishables from brea *replenishment of these items may resu		Notes
12:00 PM - 1:00 PM	Serrano A	Miscellaneous
Serve Time: 12:00 PM to 1 Italian Feast *CUST House made garlic br Bambara Caesar salad, parme Sautéed chicken marsala with Roasted pork loin with fig Gemelli pasta with pesto cream sauce a Veggie antipasto Grated cheese, crushed re Olive oil and balsamic v Assorted cannoli *Please leave non-perishables of La Colombe coffee and assorted \$10 per person surcharge for granting 100 People @ \$52.00 Per	OM read read resan croutons mushrooms g glaze nd sun dried tomatoes rd pepper inegar ut for PM break* Tea & Co teas oups under 20	
3:00 PM - 3:30 PM	Serrano Foyer	
*Please leave non-perishables out fror *Replenishment of these items may res		

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event. No oviside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

6/26/19

Beverage



25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

Event Order

EO#: 19755 Page 1 of 2

NBER Post As: **NBER ITI - 2019** **Event Date:** Thursday, July 11, 2019 Contact:

Carl Beck On-Site: Carl Beck

Account #:

Account:

Printed:

6/26/2019

Direct Bill

Booked By:

Kate Hartwig

Tax Exempt:

Event Parking:

Payment Method:

Guests to Pay

Catering: Service:

Lauren Hendy

Final guarantee is due 72 hours (3 business days) prior to your function. Guest count will be considered final if no guarantee is provided.

Date	Event Time	Room	Function	Setup	Agr	Gtd	Set	Rental
07/11/19	8:00 AM - 9:00 AM	Serrano A	Breakfast	Rounds	100		50	
07/11/19	8:00 AM - 9:00 AM	Alexis Gallery	Breakfast Overflow	Rounds	60		60	
07/11/19	8:00 AM - 5:00 PM	Serrano Foyer	All Day Beverage Service	Existing	100			
07/11/19	8:00 AM - 5:00 PM	Alexis Gallery	Breakout	Rounds				
07/11/19	8:00 AM - 5:00 PM	Serrano BC	General Session	See Diagram	100			
07/11/19	10:00 AM - 10:30 AM	Serrano Foyer	AM Break	Rounds	100			
07/11/19	12:00 PM - 1:00 PM	Serrano A	Lunch	Rounds	100		50	
07/11/19	12:00 PM - 1:00 PM	Alexis Gallery	Lunch Overflow	Rounds	60		60	
07/11/19	3:00 PM - 3:30 PM	Serrano Foyer	PM Break	Rounds	100			

Menu		Set Up			
8:00 AM - 9:00 AM	Serrano A	8:00 AM - 9:00 AM	Serrano A		
Serve Time: 8:00 AM to 9:00 A Over the Longfellow *CUSTO	***	Rounds of 10			
Sliced seasonal fruit Assorted Greek yogurts with house ma	ade granola	8:00 AM - 9:00 AM	Alexis Gallery		
Assorted sliced bagels Herb and plain cream chees		Rounds of 10			
Freshly baked muffins, croissants and *Please leave non-perishables out for	sticky buns	8:00 AM - 5:00 PM	Alexis Gallery		
Chilled orange, grapefruit and cranbe	erry juice	Rounds of 10			
La Colombe coffee and assorted Tea \$5 per person surcharge for groups of		Pads, Pens, Candies and Water Se	ervice		
100 People @ \$30.00 Per Pers	son	8:00 AM - 5:00 PM	Serrano BC		
8:00 AM - 5:00 PM	Serrano Foyer	6' Registration Table with (2) Chair Serrano Foyer	rs and Wastepaper Basket in		
Serve Time: 8:00 AM to 5:00 P All day coffee with assorted to All day La Colombe coffee and assorted Te	eas	U-shape for 24 with 2 rows of chairs set around the perimeter of U *SEE DIAGRAM			
Assorted milks and sweetene	rs	Pads, Pens, Candies and Water Se	ervice		
100 People @ \$15.00 Per Pers		12:00 PM - 1:00 PM	Alexis Gallery		
Serve Time: 8:00 AM to 5:00 P All Day Beverage Service	M	Rounds of 10			
*estimate only, final bill based on actual					
100 Bottles Assorted Soft Drinks, Still and Sp \$5.00 Each	oarkling vvater @	AV			
100 Bottles Bottled juices to include Cran-gra \$6.50 Per Bottle	ape and Apple @	8:00 AM - 5:00 PM	Serrano BC		

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6.25% State and Local tax. Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event.

outside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Hotel Representative Signature

25 Edwin H. Land Blvd, Cambridge, MA 02141 Phone: 617-868-8000 Fax: 617-395-2532

EO#: 19755 Page 2 of 2

Event Order

1 Total Total Audio Visual Charges (including Tax) @ \$.00 Total 10:00 AM - 10:30 AM Serrano Foyer *Please leave non-perishables from breakfast out for AM Break Notes *replenishment of these items may result in an additional fee 12:00 PM - 1:00 PM Miscellaneous Serrano A Serve Time: 12:00 PM to 1:00 PM **Harvest Lunch Buffet** Mesclun mixed greens with shaved parmesan and balsamic vinaigrette Seasonal soup ·Smoked turkey wrap with arugula, cheddar and pesto •Roast beef on white sourdough with baby greens, Swiss and horseradish aioli •Grilled Portobello mushroom cap on 12 grain with caramelized onions, goat cheese and romaine lettuce Orzo Salad with feta, artichoke hearts, green olives, herb vinaigrette Mustard and herb mayonnaise Individual bags of Cape Cod potato chips Assorted cookies and brownies La Colombe coffee and assorted Tea & Co teas \$10 per person surcharge for groups under 20 100 People @ \$50.00 Per Person 3:00 PM - 3:30 PM Serrano Foyer *Please leave non-perishables out from lunch for PM Break *Replenishment of these items may result in an additional fee

All food and beverage is subject to 15% gratuity, 8% taxable administrative fee and applicable taxes. Room Rental is subject to 7% State and Local Tax and 20% taxable administrative fee. Miscellaneous items are subject to 20% taxable Administrative fee and 6,25% State and Local tax, Audio visual is subject to set up/strike fees and 6.25% tax. Please advise catering of any food allergies prior to your event.

No outside food or beverage allowed on Hotel Property. Failure to comply with this policy will result in a \$1,000.00 fee.

Organization Authorized Signature

Beverage

Hotel Representative Signature