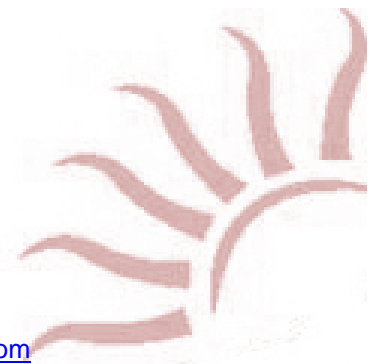




2016
Meetings and Events
Packages and Menu

**“No request too large...
...No detail too small!”**

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Conferences and Meetings

At The Victoria Crown Plaza Hotel, we understand the importance of state of the art equipment, unobtrusive service and attention to detail in making your conference a success.

Our objective is to help you design a tailor made event, unlike any you have had before. Our Event Team have organized numerous special events and will ensure your conference is a success.

Of course, conferences need not be hard work! For both day and residential meetings, we offer many facilities including and on site business center for all your faxing or photocopying needs. The Victoria Crown Plaza Hotel can handle all of your sensitive meeting needs. Simply let our events team know your dates and times and we will be able to fulfill your requests.

Weddings

Celebrate Your Special Day at Victoria Crown Plaza Hotel

From intimate weddings for 50 guests to gala events for up to 300 guests, Victoria Crown Plaza Hotel is the perfect wedding venue. The hotel's Grand experience combines superb food, refined service, attention to detail and a strong emphasis on customer care that will make your celebration an everlasting memory for you and your guests. Our dedicated wedding team will be on hand to guide you through the planning process and ensure that every detail of your special day is exactly as you dreamed.

Private Parties at the Victoria Crown Plaza Hotel

For your next celebration, imagine welcoming your guests with a special red carpet treatment.

Each of our beautiful function rooms can be arranged to fit with your celebration be it a private dining experience or a fabulous cocktail party.

Function Rooms

At the Victoria Crown Plaza Hotel, we have a range of flexible and elegant function rooms perfect for any event, from an intimate wedding reception, to an important business conference or even an extravagant cocktail party.

Michael Angelo Suite

The beautifully appointed Michael Angelo Suite is the ideal function venue for meeting, functions, weddings and conferences for up to 300 delegates. The room can be easily divided into two or four areas, allowing flexible accommodation for smaller numbers.

The Michael Angelo Suite is suitable for hosting a cocktail party for up to 350 guests, up to 400 theatre style, 300 banquet and classroom style, and 90 U-shape boardroom style.

Marc Anthony Suite

The Marc Anthony Suite provides a stylish and chic setting with natural daylight to enhance any function or meeting for up to 70 guests.

Executive Boardroom

This is a plush boardroom with seating for up to 20 delegates equipped with HD Video Conference facilities



Room Hire Charges 2016

(All prices are quoted in Naira)

Venue	Time	venue hire
Banqueting Suites 1,2,3,4 individually	as per arrangement	150 000 p/day
Banqueting Suites 1 & 2 combined	as per arrangement	300 000 p/day
Banqueting Suites 3 & 4 combined	as per arrangement	300 000 p/day
Michelangelo Suite	as per arrangement	700 000 p/day
Mark Anthony Suite	as per arrangement	250 000 p/day
Leonardo da Vinci Executive Boardroom	as per arrangement	180 000 p/day/40 000 p/hour

The banqueting suites are planned and chosen relative to the number of persons attending.

Room Configurations & Maximum Capacities



Venue Name	Space	Ceiling Height	Natural Daylight	U-Shape	Cabaret	Banquet	Classroom	Theatre
Banquet Suites 1,2,3,4	727 Sq. Ft.	12.50 Ft.	No	30	40	50	50	70
Banquet Suites 1 and 2, 3 and 4	1,454 Sq. Ft.	12.50 Ft.	No	50	80	90	90	120
Mark Anthony Suite	1,205 Sq. Ft.	9.00 Ft.	Yes	40	60	80	90	150
Michael Angelo Suite	3,662 Sq. Ft.	12.50 Ft.	No	150	180	250	300	450
Da Vinci (Boardroom)	678 Sq. Ft.	10.00 Ft.	Yes	18	-	-	-	-

Terms and Conditions:

- All charges are quoted in Naira and are exclusive of 5% V.A.T, 5% Consumption Tax and 10% Service Charge
- No bar personnel service charge will be raised in the event of an account consumption bar arrangement (subject to the number of guests attending)
- Bar service personnel charges of 3000 p/hour are raised in the event of a cash bar arrangement.
- The Victoria Crown Plaza Hotel staffing allocation standards apply.
- Confirmation of the final number of persons attending an event that includes any food and beverage services must be given three (3) working days in advance.
- Charges is based on the final number of covers confirmed and may increase if the attendance of persons exceeds the number confirmed.
- The host, organiser and/or the company will be held liable for malicious damage to furnishings, stained carpets, broken operating equipment, glassware and tableware.
- After midnight, the following room hire and service charges are levied per started hour of extension.
 - 24h00 – 01h00 N100,000 service charge
 - From 01h00 N150,000 service charge per started hour
- The number of hours' service extension after Midnight is based on whether the venue has been pre-allocated for a function the next day and needs the consent of the hotel management at all times.



Standard Day Conference Package @ N18 000 p/delegate, p/day
(Minimum 10 persons)

The package includes:

1. Two 750ml conference mineral water per delegate and welcome chocolate
2. The venue hire, notepads and pen, flip chart and markers
3. Standard AV equipment, PA System, Data projector, Screen and IT assistance
4. Mid- morning and afternoon tea/coffee break menu

Mid-morning tea/coffee break menu;

Selection of Teas, freshly brewed filter coffee, Juices
Croissants | Chicken Tikka | Vegetable Spring Rolls | Fruit Platter

The afternoon tea/coffee break menu:

Selection of Teas, freshly brewed filter coffee, Juices
Italian Mini Pizza | Fish Fingers | Mini Meat Pie | Banana Bran Muffins

5. A Lunch buffet in the Alo Alo restaurant for numbers up to 50 delegates or a suitable venue subject to availability and discretion of management.

Lunch buffet menu suggestion:

Traditional Soup choice

Assorted Pepper Soup

International Soup choice

Cioppino Seafood Soup

International Salad Bar

Russian Salad

Cole Slaw Salad *with homemade dressing garnished with fresh berries*

Classic Greek Salad

Traditional Main Courses

Pounded Yam, Semovita & Wheat

With Ofe Nsala soup and Edi Kai Kong soup

Sea food Jollof rice and fried Plantain

'Stock Fish stew' and 'Beef Stew'

With White Rice

International Main Courses

Schezuan Beef Stir Fry

VCP Special Fried Rice

Grilled Fish in Lemon butter sauce

Cajun Chicken Alfredo Pasta

Oven roasted stock potatoes

Market fresh vegetables

Desserts

Farmers Fruit Basket

Browned-Butter Toffee Tartlets

Ginger Pumpkin Mousse

Cheesecake and Brownie Pops



Silver Day Conference Package @ N16, 000 p/delegate, p/day
(Minimum of 10 persons)

The Silver Day Conference Package includes:

1. One 750ml conference mineral water per delegate and welcome chocolate
2. The venue hire, writing materials, flip chart and markers
3. Standard AV equipment, PA System, Data projector, Screen and IT assistance
4. An arrival and Mid-Morning or Afternoon Tea/Coffee menu

Arrival tea/coffee menu;

Tea and Freshly brewed coffee

Mid-morning or Afternoon tea/coffee break menu;

Selection of Teas, freshly brewed filter coffee and Juices

Closed Sandwiches | Sausage Rolls | BBQ Chicken Wings | Fruit Platter

5. A Lunch buffet in the Alo Alo restaurant for numbers up to 50 delegates or a suitable venue subject to availability and discretion of management.

Lunch buffet suggestion:

Traditional Soup choice

Assorted Pepper Soup

International Soup choice

Cioppino Seafood Soup

International Salad Bar

Russian Salad

Cole Slaw Salad *with homemade dressing garnished with fresh berries*

Classic Greek Salad

Traditional Main Courses

Pounded Yam, Semovita & Wheat

With Ofe Nsala soup and Edi Kai Kong soup

Sea food Jollof rice and fried Plantain

'Stock Fish stew' and 'Beef Stew'

With White Rice

International Main Courses

Schezuan Beef Stir Fry

VCP Special Fried Rice

Grilled Fish in Lemon butter sauce

Cajun Chicken Alfredo Pasta

Oven roasted stock potatoes

Market fresh vegetables

Desserts

Farmers Fruit Basket

Browned-Butter Toffee Tartlets

Ginger Pumpkin Mousse

Cheesecake and Brownie Pops



The Silver Coffee Break Menu @ N2 500 p/delegate

Mid-Morning Tea/Coffee Break Menu

Tea, freshly brewed filter coffee and Juices

Assorted Cookies | Banana Bran Muffin | Beef Kebabs | Fruit Skewers

OR

Afternoon Tea/Coffee Break Menu

Tea, freshly brewed filter coffee and Juices

Spring Rolls | Samosas | Peppered Gizzard | Fruit Platter



The Gold Coffee Break @ N4 000 p/delegate

Mid-morning coffee break menu

Tea, freshly brewed filter coffee and Freshly Squeezed Juices

Croissants with chocolate custard | Strawberry Danish | Raspberry Muffins | Spinach Cheese Quiche |
Chicken and Beef Kebabs | Sliced Seasonal Fruits

or

Afternoon coffee break menu

Tea, freshly brewed filter coffee and Freshly Squeezed Juices

Cheese Cake | Smoked Salmon Roll | Cinnamon Sugar Doughnuts
Chicken and Avocado Wrap | Shrimp Kebabs | Sliced Seasonal Fruits

SWEET BREAK ITEMS

- Home baked Cookies
- Chocolate Croissant
- Apricot Danish
- Flamed Lemon Pie
- Marble Tea Cake
- Assorted Brownies
- Apple Tartlet
- Orange Almond Croissants
- Chocolate Chip Muffins
- Fondant Glazed Banana Bread
- Cheese Cake Tart
- Coffee Éclair
- Italian Sweet Roll

SAVOURY BREAK ITEMS

- Cream Cheese and Cucumber finger Sandwich
- Spicy Chicken Drumstick
- Beef Suya
- Chicken Suya
- Peppered Wings
- Mini Lamb Kebabs
- Chicken Curry Puff
- Mushroom Croissant
- Fish Pie
- Chicken Pie
- Seafood Spring Roll
- Egg and Watercress Finger Sandwich
- Ham and Cheese Croissants

Breakfast Buffet Menu @ N5,000 per person

(Minimum of 30 Guests)

Juices and Yoghurts

Orange, apple and Pineapple fruit juice
Assorted Yoghurts and Breakfast smoothie
Sliced seasonal fresh fruits and tropical fresh fruit salad

An assortment of cereals and preserves

Honey, marmalade and jam

Selective Cold Cuts

Salami, cooked ham, chicken pastrami, sliced turkey

International Cheese Platter

A selection of international cheeses

The Bakers Bread Basket

Toast, Croissants, freshly baked bread, Quiche Lorraine and Danish pastries

Nigerian Breakfast Main Course Dishes

Oven baked Sweet Potatoe and chilli vegetable stew
Breakfast Plantain and Traditional Scrambled Eggs
Slow cooked Beans, Homemade Pap and Beans Cake

International Main Course Dishes

Scrambled eggs and Spanish omellete
Crispy fried bacon
Grilled Chicken Sausages and Tomatoes
Fried fresh mushrooms and Crispy Smashed Potatoes

Tea and freshly brewed Filter Coffee



Lunch/Dinner Buffet Menu @ N8,000 per person

(Minimum of 30 Guests)

Traditional Soup choice

Assorted Pepper Soup

International Soup choice

Cioppino Seafood Soup



International Salad Bar

Russian Salad

Cole Slaw Salad *with homemade dressing garnished with fresh berries*

Classic Greek Salad



Traditional Main Courses

Pounded Yam, Semovita & Wheat

With Ofe Nsala soup and Edi Kai Kong soup

Sea food Jollof rice and fried Plantain

'Stock Fish stew' and 'Beef Stew'

With White Rice

International Main Courses

Schezuan Beef Stir Fry

VCP Special Fried Rice

Grilled Fish in Lemon butter sauce

Cajun Chicken Alfredo Pasta

Oven roasted stock potatoes

Market fresh vegetables



Desserts

Farmers Fruit Basket

Browned-Butter Toffee Tartlets

Ginger Pumpkin Mousse

Cheesecake and Brownie Pops



Lunch/Dinner Menu @ N8,000 per person
(Minimum of 30 Guests)

Traditional Soup choice
Cat Fish Pepper Soup

International Soup choice
Onion Soup



International Salad Bar
Classic Caesar Salad
Seven Vegetables Couscous
Pesto Pasta Salad



Traditional Main Courses
Amala & Eba
With Ewedu soup and Afang Soup
Green Plantain Porridge and Moi Moi
Peppered Turkey and Fish Stew

International Main Courses
Chicken Biryani
English Beef Wellington
Vegetable Lasagna Alfono
Croquette Potatoes and Grilled Vegetables



Desserts
Tropical Fruit Salad
Red Velvet Cake
Cream Caramel
Chocolate Fondant

Conference Beverage @N2 000 p/person

Mineral Water, Juices, Soft Drinks



Standard Beverage Package @ N2 500 p/person

Mineral water, Juices, Soft drink





(Chapman, Tropical-Tropicana or our homemade "Onyx breeze")



Gold Beverage Package @ N4 000 p/person

Mineral water, Fruit juice and Soft drink

Selection of House wines (White and Red)

Variety of Beer drinks



Premium Beverage Package @ N6 000 p/person

Mineral water, Juices, Soft Drinks

Your Choice of cocktail drink

Chapman, Tropical-Tropicana or our homemade "Onyx breeze")

Selection of House wines (White, Red and Sparkling)

Variety of Beer drinks



Limited Beverage or Open Bar

Nominate an amount you wish to spend on beverages and if you wish we can communicate with you during the course of your function when your limit is nearly reached, or alternatively an open bar for all guests to enjoy. We request you nominate a certain selection of beverages in advance

Corkage Policy

It is the Hotel policy that we do not permit guests to bring their own food, wine, beer, spirits, or soft drinks for consumption at their event, with the exception of celebration cakes. A minimum corkage fee of 50% of the item selling price on our Drinks list may apply for Premium Drinks (e.g Cognacs and Champagne)

