



Gordon's

CONFERENCE & CATERING

18400 19th Street
Fort Gordon, GA
706-791-6780

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Hello!

Thank you for choosing Gordon's Conference & Catering to host your upcoming event! We are delighted to share in your special day with you.

For over 35 years, Gordon's Conference & Catering has been the premiere conference and catering center for military and civilian events alike. From weddings to retirements, meetings to expos, and just about everything in between, the team at Gordon's Conference & Catering has been honored to be a part of the Fort Gordon Community.

Now that renovations are complete, GCC is excited to welcome back friends and family! Our team is eager to provide all of our guests with an exceptional and memorable experience. The brand new, state-of-the-art kitchen and seven ballrooms are ready and able to accommodate almost any event.

We understand planning an event of any size can be overwhelming; that is why the team at GCC is here and available to help in any way you need. The catering office is open Tuesday through Friday from 9:00 a.m. until 4:00 p.m., or by appointment. Do not hesitate to reach out to us, at any point of the planning process, for information, support or guidance. We are honored to help!

Thank you, again, for choosing Gordon's Conference & Catering!

With warmest wishes,
The Gordon's Conference & Catering Family



Rental Rates

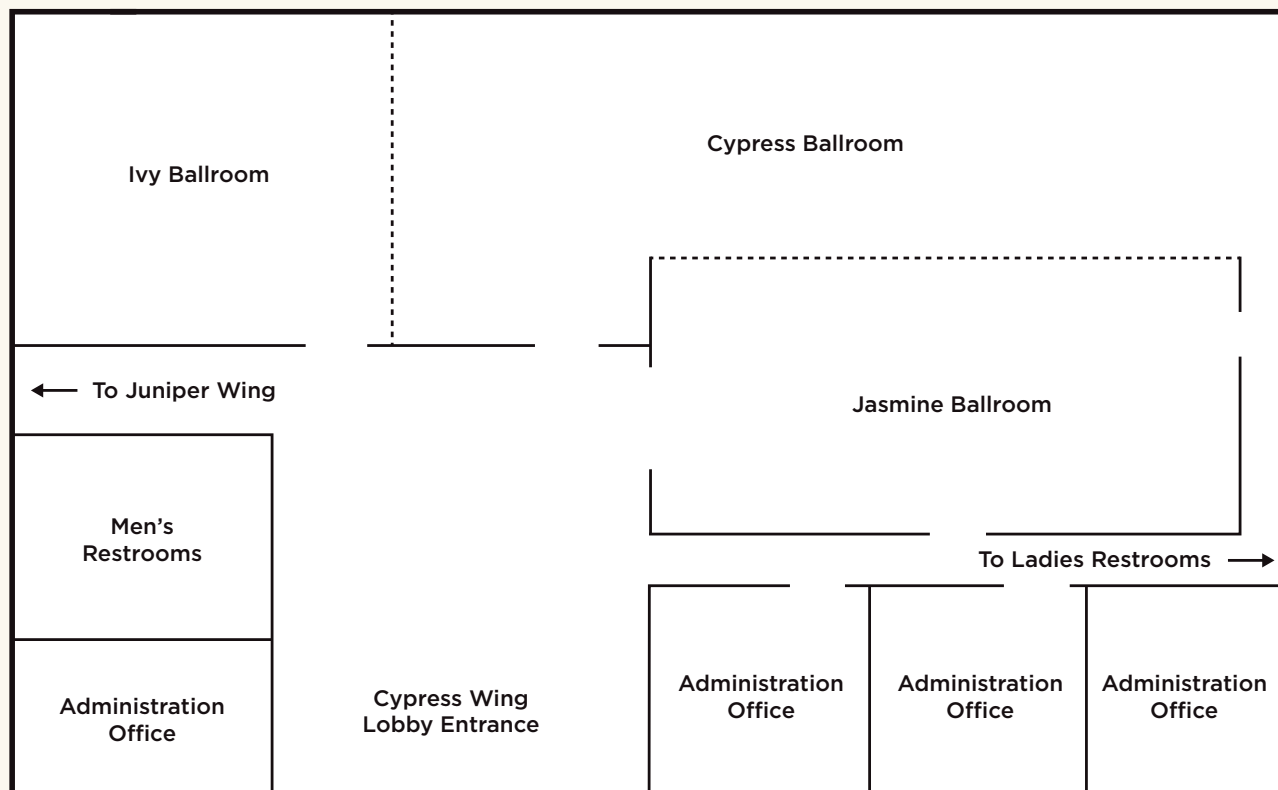
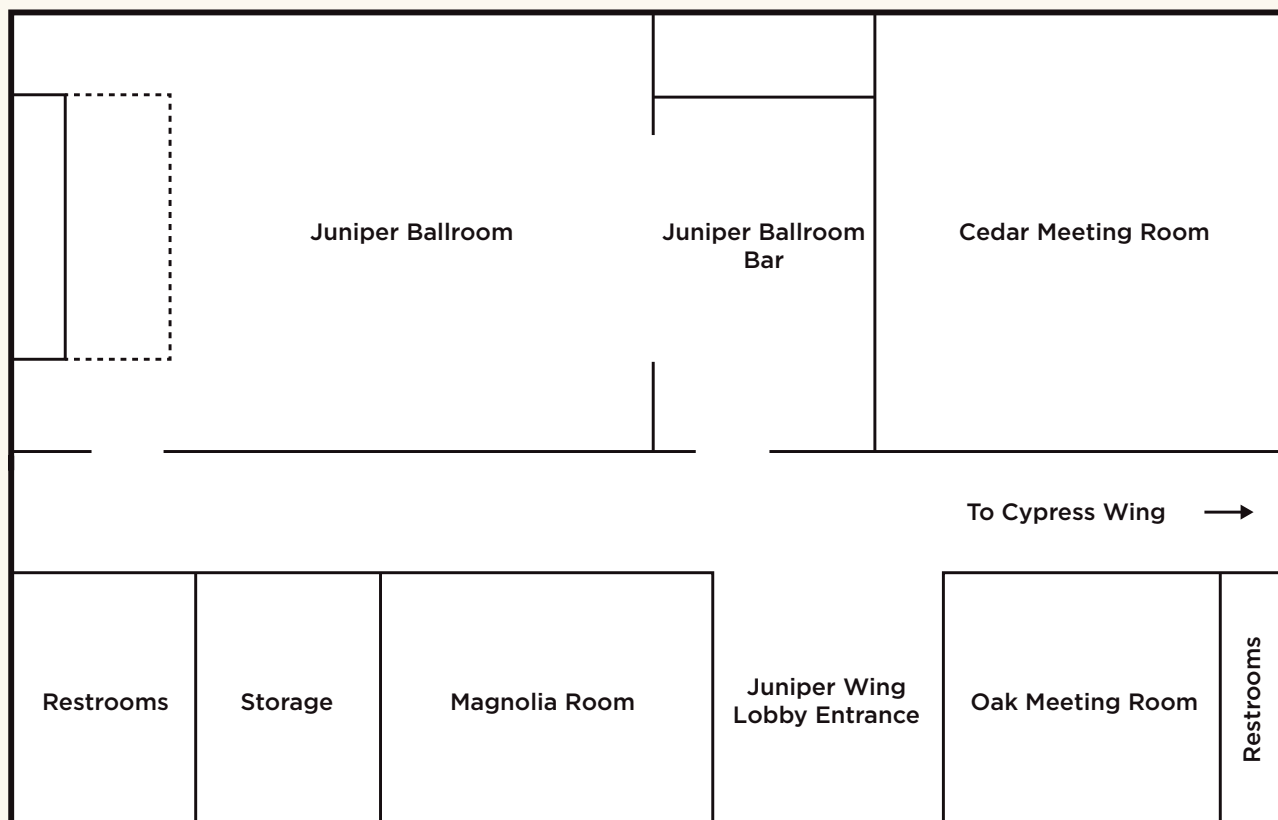
	Monday-Thursday before 4 p.m.	Monday-Thursday after 4 p.m. & Friday, Saturday	Sunday
Cypress Wing	\$600	\$1,200	\$1,500
Cypress Ballroom	\$350	\$700	\$875
Ivy Ballroom	\$150	\$300	\$375
Jasmine Ballroom	\$150	\$300	\$375
Juniper Wing	\$600	\$1,200	\$1,500
Juniper Ballroom	\$350	\$700	\$875
Cedar Room	\$150	\$300	\$375
Magnolia Room	\$50	\$100	\$125
Oak Room	\$100	\$200	\$250
Entire Facility	\$1,400	\$2,600	\$3,200
Delivery: Pointes West	\$150	\$150	\$375
Delivery: On Post	\$100	\$100	\$250

Room Layout Capacities

	Banquet style, Round Tables of 10 Guests	Theater Style	Standing Reception
Cypress Wing	50 tables (500 guests)	700	1,000
Cypress Ballroom	25 tables (250 guests)	400	500
Ivy Ballroom	10 tables (100 guests)	150	180
Jasmine Ballroom	8 tables (80 guests)	120	150
Juniper Wing	37 tables (370 guests)	630	750
Juniper Ballroom	16 tables (160 guests)	380	450
Cedar Room	10 tables (100 guests)	120	150
Oak Room	4 tables (40 guests)	50	50
Magnolia Room	7 tables (70 guests)	80	100
Entire Facility	87 tables (870 guests)	1,330	1,750

All catered events are booked for five hours; each additional hour incurs a fee of \$50 per hour. Event must end before 4:00 p.m. to be eligible for the discounted rate. Guests spending three (3) times the room fee in food and beverage will have the room fee waived, additional fees may apply for Sunday events. Guests may enter the room up to four hours prior to the event for setup. Room rental includes access to available audio/visual equipment, layout of choice and linens (tablecloths and napkins). It does not include catering and catering prices do not include the room fee. For further information on what your contract includes, please see page 17 of this brochure. All food and beverage items are subject to an 18% Service Charge.

Ballrooms & Meeting Rooms



Breakfast

Continental Breakfast Buffet

Assorted pastries and breakfast breads, sliced seasonal fruit, cereal or yogurt, chilled signature passion orange guava juice and apple juice, freshly brewed coffee and ice water.

\$12

Southern Breakfast Buffet

Scrambled eggs, sausage links, bacon, grits or breakfast potatoes, sausage gravy, fresh fruit, fresh biscuits with butter and jam. Freshly brewed coffee, chilled signature passion orange guava juice and Southern-style sweet and unsweet tea.

\$14

The Breakfast Break*

Selection of bagels with cream cheese, butter, jam, assorted pastries, whole fresh fruit, freshly brewed coffee, Southern-style sweet and unsweet tea, and ice water.

\$8

*All breakfasts are presented for 60 minutes.



Minimum of 25 guests. All prices are per person.
Food and beverage items are subject to an 18% Service Charge.

Weekday Lunch Buffets

Soup & Salad Bar

Choice of two (2) soups: chicken enchilada, homemade chili, potato, broccoli cheddar, chicken and dumpling, chicken noodle & tomato bisque. Salad bar includes: lettuce, tomatoes, cucumbers, onions, cheese, eggs, carrots, croutons, dressing and rolls.

Gyro Bar

Gyro meat with collection of toppings including tzatziki sauce and feta cheese. Presented with salad bar (lettuce, tomatoes, cucumbers, onions, cheese, eggs, carrots, croutons, dressing) and pita bread.

Baked Potato Buffet

Baked potato with a collection of toppings, including sour cream, chili, bacon, cheese and chives. Presented with salad bar (lettuce, tomatoes, cucumbers, onions, cheese, eggs, carrots, croutons, dressing) and dinner rolls.

Taco Bar

Choice of seasoned ground beef or chicken on soft flour tortillas with lettuce, tomatoes, sour cream, guacamole, salsa, cheese and Mexican rice and beans.

Burger Bar

Fresh beef burgers with cheese, lettuce, tomato, onion and your choice of two of the following: broccoli salad, coleslaw, baked beans or pasta salad. Served with assorted potato chips.

The Grab-N-Go Lunch Break*

Assortment of Chef's Choice wraps or Chef's salad. Includes: roast beef, turkey, ham or roasted veggies, with American cheese, tomato and lettuce, potato chips, and a freshly baked cookie.

Above Buffets: \$8.50



Classic Lunch Buffet

Includes Host's Choice of two entrees and two accompaniments from below. The Classic Lunch Buffet is served with fresh mixed garden salad and dressing, rolls with butter and Chef's Choice dessert. \$2 upgrade for custom dessert selection.

\$15

*All lunches are presented for 60 minutes.

Entrees:

Herb Baked Chicken
Smothered Chicken
Pulled Pork (BBQ)
Grilled Chicken Breast (with pineapple salsa)
Sliced Roast Beef
Lemon Butter Flounder
Roast Turkey (sliced)
Schnitzel (*minimum 50 guests)
Homemade Meatloaf

Vegetarian Entrees:

Veggie Burger
Eggplant Stack
Mushroom Burger

Accompaniments:

Steamed Seasonal Veggies
Garlic Broccoli or Broccolini
Squash Casserole
Acorn Squash
Garlic Green Beans or Green Bean Almondine
Lima Beans
Mixed Glazed Baby Carrots
Garlic Mashed Potatoes
Roasted New, Sweet, or Fingerling Potatoes
Rice Pilaf or Brown Rice & Red Quinoa
Homemade 3-Cheese Macaroni and Cheese
Tricolored Couscous
Smashed Baby Bliss Potatoes with Onions

Weekday lunch buffets are available Monday through Friday from 11:00 a.m.-2:00 p.m. Minimum of 25 guests for weekday \$8.50 lunch buffet and minimum of 50 guests for Classic Lunch Buffet. All prices are per person. Lunch options include fresh garden salad and rolls, Chef's Choice dessert, Southern-style sweet and unsweet tea, and ice water. Coffee available upon request. Unlimited Coca-Cola products available for an additional \$3 per person. Buffet service time is 120 minutes. Food and beverage items are subject to an 18% Service Charge.

Served Plates

German Schnitzel

House-made German pork schnitzel, topped with a mushroom cream sauce and served with German potato salad, Dutch sauerkraut, braised brussels sprouts and pretzel rolls.

\$19/lunch • \$25/dinner

Traditional Southern BBQ

BBQ chicken or smoked pulled pork with homemade 3-cheese macaroni and cheese, black-eyed-peas, collards and cornbread.

\$19/lunch • \$25/dinner

Cornish Hen

Half portion (lunch) or full Cornish Hen (dinner) and your choice of two accompaniments.

\$20/lunch • \$26/dinner

Steak & Shrimp

Top sirloin with jumbo shrimp and your choice of two accompaniments.

\$33/dinner

Prime Rib

Prime rib and your choice of two accompaniments.

\$32/dinner only

Boneless Pork Chop

Boneless pork chop and your choice of two accompaniments.

\$28/dinner only

Chicken Cordon Bleu

Breaded chicken breast stuffed with ham and Swiss cheese, served with steamed veggies, alfredo sauce and freshly mashed potatoes.

\$25/dinner only



Minimum of 50 guests for served lunch options and 75 for dinner. All prices are per person. All options include fresh garden salad and rolls, Chef's Choice dessert, Southern-style sweet and unsweet tea, and ice water. Coffee available upon request. Unlimited Coca-Cola products available for an additional \$3 per person. Food and beverage items are subject to an 18% Service Charge. \$2 upgrade per person for customized dessert selection.

Themed Dinner Buffets

German Dinner Buffet

House-made German pork schnitzel, bratwurst in caraway gravy, mushroom cream sauce, German potato salad, Dutch sauerkraut, braised brussels sprouts and pretzel rolls.

\$25

Italian Dinner Buffet

Chicken piccata or romo, Italian sausage with onions and peppers, penne pasta with alfredo sauce, spaghetti with marinara sauce, balsamic glazed zucchini or garlic broccolini, garlic bread and includes a Caesar salad with garlic croutons and Parmesan cheese.

\$26

Mexican Dinner Buffet

Tortilla chips with fresh salsa, seasoned beef and chicken fajitas with Mexican rice and beans. Includes lettuce, onions, tomatoes, shredded cheese, soft flour tortillas and includes a garden salad and fiesta ranch dressing.

\$23

Texas BBQ Dinner Buffet

Homemade brisket, smoked sausage, ranch beans, corn fresca, jalapeño corn bread and BBQ sauce.

\$27



Minimum of 50 guests on all buffet options. All prices are per person. All options include fresh garden salad and rolls, Chef's Choice dessert, Southern-style sweet and unsweet tea, and ice water. Coffee available upon request. Unlimited Coca-Cola products available for an additional \$3 per person. Food and beverage items are subject to an 18% Service Charge.

Dinner Buffets

Catered Dinner Buffet

Includes Host's Choice from below.

Classic dinner buffet is served with fresh mixed garden greens and house dressing, rolls with butter and Chef's Choice dessert.

Light Dinner Buffet, two (2) entrees and two accompaniments:

\$25

Classic Dinner Buffet, two (2) entrees and four accompaniments:

\$30

Grand Dinner Buffet, three (3) entrees and four accompaniments:

\$32

Choice of Entrees:

Beef

Beef Tips with Portabella Mushroom Gravy

London Broil

Slow Roasted Beef Top Round

(add \$250, Serves 100 guests)

Garlic Rubbed Prime Rib

(add \$325, Serves 30 guests)

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Pork

Sliced Roast Pork Tenderloin

Southern-Style Sugar Glazed Ham

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Vegetarian

Pasta Primavera

Eggplant Parmesan

Portabella Mushroom Stack

Pesto Tortellini

Poultry

Grilled Chicken with Pineapple Salsa

Smothered Chicken with Onions

Roast Turkey

Chicken Marsala

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Seafood

Flounder Florentine

Grilled Mahi with Pineapple Salsa

Lemon Pepper Cod

Choice of Vegetable

Steamed Seasonal Veggies

Garlic Broccoli

Garlic Green Beans

Squash Casserole

Acorn Squash

Green Bean Almondine

Broccolini with Seasoned Butter

Lima Beans with Butter

Mixed Glazed Baby Carrots

Choice of Starch

Garlic Mashed Potatoes

Roasted New Potatoes

Roasted Fingerling Potatoes

Roasted Sweet Potatoes

Rice Pilaf

Brown Rice with Red Quinoa

House-made 3-Cheese Macaroni and Cheese

Tricolored Couscous

Smashed Baby Bliss Potatoes with Onions

Minimum of 50 guests for dinner buffet. All prices are per person. All options include fresh garden salad and rolls, Chef's Choice dessert, Southern-style sweet and unsweet tea, and ice water. Coffee available upon request. Unlimited Coca-Cola products available for an additional \$3 per person. Buffet service time is 120 minutes. A beef carver is available for an additional fee of \$100. Food and beverage items are subject to an 18% Service Charge. \$2 upgrade for custom dessert selection. Coffee available upon request.

Hors d'oeuvres

*Served buffet style unless otherwise noted. All prices are for 50 individual pieces.
It is recommended to plan for 2-3 pieces per item per guest.*

Assorted Cookies

Mini Brownies

\$35

Bacon Glazed Brown Sugar Cocktail Sausage

Roasted Garlic Hummus and Pita Bread

Fried Artichoke

BBQ Meatballs

Chicken Tenders with Honey Mustard Sauce

Loaded Jumbo Tater Tots

Tomato Basil Bruschetta

Spinach & Artichoke Dip with Crostinis

\$45

Roasted Edamame and Corn Shooters

Sausage Cheese Balls

Vegetable Crudités

\$65

Pimento Cheese in Filo Cups

Chicken Wings

(Buffalo, Honey BBQ, Hawaiian)

Mini Chicken Cordon Bleus

Assorted Cheese Platter

\$75

Shrimp and Cheese Grit Cakes with
Bacon Bruere Blanc

Shrimp Cocktail Shooters

Bacon Pineapple Shrimp

Bacon Wrapped Stuffed Cheese Jalapeños

Fried Green Tomato Sliders

\$85

Fruit Kebabs

Fish Tacos

\$100

House Made Beef or Chicken Empanadas

Caprice Salad Skewers

Short Rib Sliders

Fresh Fruit Platter with Seasonal Berries
(serves 100)

\$130

Chocolate Fondue Station
(Marshmallows, Fruit, Pound Cake)

\$200

Pineapple Tree with Assorted Cheeses
(serves 125)

\$275



Food & beverage items are subject to an 18% Service Charge.

Bar Services

Bar Tender fee is \$150 for four hours of service, including 30-minute setup. For additional time, an early set-up or a Sunday service, a fee of \$50 will be applied. There is a minimum bar tab per hour for any bar service \$50 at GCC and \$100 offsite. On premise bars can be host funded, guest funded or a combination of both. For on premise guest funded cash bars, there is an advanced payment required per hour of \$50. Off premise bars must be host funded and paid in advance. All drink sales are final. Custom drink items are available but must be paid in full and established before the event. Bartenders reserve the right to ID and deny any alcohol sales to anyone who is under 21 or intoxicated. No outside alcohol may be in or around the premises during event times.

House Wine

Chardonnay, Moscato, Cabernet Sauvignon, Merlot

\$7 per glass • \$21 per bottle

Beer

Bud Light, Michelob Ultra, Yuengling

A keg of beer can be tapped, with cups available.

No refund is given for unused beer and the remaining keg cannot be taken off the premises.

\$4 per bottle • \$400 per keg

House Spirits

Absolut, Jim Beam, & Bacardi

\$4 per shot

Grey Goose & Crown Royal

\$6 per shot

*Additional bottle options available for pre-purchase, upon request.
All selections must be finalized with the caterer 10 days in advance.*

Signature Passion, Orange, Guava Bellini

\$7

Mixers

Orange, Apple, Cranberry, Pineapple, or Tomato Juice

Grenadine, Sour Mix, Seltzer, Tonic Water or

Coca-Cola Products

\$2

Beverage Options

Fresh Brewed Coffee (per gallon)

\$13

Southern-Style Sweet or Unsweet Tea (per gallon)

\$10

Lemonade or Fruit punch (per gallon)

\$12

Signature Passion, Orange and Guava Juice, Orange, Apple, Cranberry, Pineapple or Tomato Juice (per quart)

\$7

Coca-Cola Products (per can)

\$2

For more information on Rules, Regulations and Restrictions regarding alcohol sales, please contact a member of the GCC team.

Service Member Celebration Packages

Make your promotion, retirement, Change of Command or hail-and-farewell special and easy with our pre-constructed packages. Each package will accommodate 100 guests and includes room setup (2 hours), event time (up to 4 hours) and linen. Service Charge, Cake Fee, Room Fees for Magnolia, Jasmine, Ivy or Cedar Rooms are included.

The Re-Enlistment

A variety of pastries and muffins, whole fresh fruit and includes Southern-style sweet and unsweet tea, and ice water. Coffee available upon request.

\$900

The Promotion

Warm BBQ meatballs, veggie crudités, assorted cheese platter with crackers, chicken tenders with honey mustard sauce and includes Southern-style sweet and unsweet tea, and ice water. Coffee available upon request.

\$1,000

The Change of Command

Fresh sliced fruit, veggie crudités, assorted cheese platter with crackers, chicken tenders, sausage balls, and includes Southern-style sweet and unsweet tea, and ice water. Coffee available upon request.

\$1,100

The Retirement

Fresh sliced fruit, veggie crudités, and your choice of plated lunch option and includes Southern-style sweet and unsweet tea, and ice water. Coffee available upon request.

\$2,500



*Events ending after 4:00 p.m. and weekends are subject to an additional Room Fee. Events exceeding 100 guests must be cleared with Catering team and are also subject to additional fees. All dining packages are presented for 60 minutes.

Dining In/Out & Military Ball Package

Dance away your worries with our pre-constructed Military Ball packages. Each package is priced per person and includes four (4)-hour cash bar, one (1) bottle of wine per table, Cake Fee, Service Fee, fallen comrade table, audio/visual and a two (2)-hour rehearsal. Guests sit 10 per table with ivory linen and black napkins. Minimum of 150 guests.

Social Hour

Warm BBQ meatballs, veggie crudités, assorted cheese platter with crackers and seasonal fruit display.

Dinner

The Company Ball Buffet

Select two (2) entrees and three (3) accompaniments. Served with fresh mixed garden greens, dressing, rolls with butter and dessert

\$45 per person

The Battalion Ball Buffet

Select three (3) entrees and four (4) accompaniments. Served with fresh mixed garden greens, dressing, rolls with butter and dessert

\$50 per person

Entrees

Grilled Chicken with Pineapple Salsa
Smothered Chicken
Sliced Roast Pork Tenderloin
Chicken Marsala
Roast Turkey
Lemon Pepper Cod
Flounder Florentine
Beef Tips with Portobello Mushroom Gravy
London Broil
Slow Roasted Top Round (add \$250, serves 100 guests)

Accompaniments:

Steamed Seasonal Veggies
Garlic Broccoli or Broccolini
Squash Casserole
Acorn Squash
Garlic Green Beans or Green Bean Almondine
Lima Beans
Mixed Glazed Baby Carrots
Garlic Mashed Potatoes
Roasted New, Sweet, or Fingerling Potatoes
Rice Pilaf or Brown Rice & Red Quinoa
Homemade 3-Cheese Macaroni and Cheese
Tricolored Couscous
Smashed Baby Bliss Potatoes with Onions



All options include fresh garden salad and rolls, Chef's Choice dessert, Southern-style sweet and unsweet tea, and ice water. Coffee available upon request. Unlimited Coca-Cola products available for an additional \$3 per person. Buffet service time is 120 minutes. \$2 upgrade per person for custom dessert selection. Additional fees may apply for Sunday events.

Conference & Meeting Packages

The Basic Conference

Room rental with staffed beverage station.
(Freshly brewed coffee, Southern-style sweet and unsweet tea, and ice water)

\$5 per person, plus room rental

The Premium Conference

Includes the Basic Conference Package and an assortment of morning pastries.

\$6.50 per person, plus room rental

The Executive Conference

Includes the Premium Conference Package, a logoed notepad, pen and candy mint at each seat with an afternoon snack.

\$10.50 per person, plus room rental

The Elite Conference

Includes the Executive Conference Package, eight (8) poster-sized flip charts, a traditional Southern BBQ buffet lunch and Coca-Cola products.

\$24 per person, plus room rental



Each additional hour after 4:00 p.m. incurs a fee of \$50 per hour. Half Day Rates are available. Additional fees may apply for Sunday events.
Room rental includes access to available audio/visual equipment, layout of choice and linens (tablecloths and napkins).
All food and beverage items above include an 18% Service Charge.

Break Packages

*Add on any quick break package to your conference, exposition or training; presented for 60 minutes.
Minimum of 25 guests per break.*

The Breakfast Break

Selection of bagels with cream cheese, butter, jam, oatmeal, whole fresh fruit, freshly brewed coffee, Southern-style sweet and unsweet tea with ice water.

\$9 per person

The Mid-Morning Break

A variety of pastries and muffins, whole fresh fruit, freshly brewed coffee, Southern-style sweet and unsweet tea with ice water.

\$7 per person

The Grab-N-Go Lunch Break

Assortment of Chef's Choice wraps (includes: roast beef, turkey, ham or roasted veggies with American cheese, tomato, and lettuce) or chef's salad, potato chips, freshly baked cookie, canned soda and water.

\$8.50 per person

The Afternoon Pick-Me-Up

Freshly baked cookies, fresh baked pretzels, Southern-style sweet and unsweet tea with ice water.

\$6 per person

The Healthy Break

Whole fresh fruit, granola and yogurt, hummus and pita, Southern-style sweet and unsweet tea with ice water.

\$8 per person

The Beverage Break

Freshly brewed coffee, Southern-style sweet and unsweet tea, and ice water.

Add: Coca-Cola products for \$3 per person.

Beverage station remains stocked for the duration of the event.

\$5 per person • \$3 per person (half day)



All food and beverage items are subject to an 18% Service Charge.

Gordon's Conference & Catering

Rules, Regulations & Restrictions

POLITICAL EVENTS/ACTIVITIES:

In order to maintain fairness, and to comply with DoD and DA directives, no political activities or events of a political nature will be conducted within the premises, nor will these activities or events be catered by Gordon's Conference & Catering. Political activities include: fundraising activities and speeches by persons engaged in political campaign or seeking elected office. If an event is political in nature, it will be canceled/shut down immediately, and all deposits/payments for the event will be forfeited.

DEPOSITS:

Deposits are required within 48 hours of booking confirmation. Reservations are not guaranteed unless the deposit has been paid. Deposits will be applied toward the final bill.

CANCELLATION & REBOOKING POLICY:

Full refunds will be issued for any deposits/payments if the event is canceled 90 days prior to event. If cancellation is made after 90 days, deposit is forfeited in its entirety. Events that need to be rebooked can only be rebooked within 60 days of the original booking date.

GENERAL POLICIES:

- An **18% Service Charge** is added to all food and beverage purchases.
- Contract details (number of guests, set-up requirements, menu items, etc.), as well as final payment, are due 10 days prior to the event. Any payments that have not been made by the 10-day mark will incur a **\$50 Late Fee**.
- Department of the Army regulation 215-1, 8-24 (17) prohibits any outside food, beverage or alcohol items to be brought into GCC. Specialty items are allowed on a case-by-case basis and must be included on the contract. Ceremonial cakes, desserts or candy may be brought and consumed, only after a **\$50 Fee** has been paid.
- Department of the Army regulation and Tri Services Food Code prohibits any food or beverage items to be taken off the premises. All food and beverage items are to be consumed on site and/or disposed of at the facility. This includes all alcohol.
- Banquets are booked for five (5) hours and guests may reserve the facility to decorate up to four (4) hours prior to the event's start time. Conferences are booked for eight (8) hours and guests may reserve the facility to set-up up to one (1) hour prior to the event's start time. Any additional time needed will be charged a surcharge.
- Any AV needs must be requested in advance. GCC does not provide any computers, laptops, cables or chargers for use with the AV system. It is the guest's responsibility to test any AV requirements prior to the day of the event, and to provide any needed computers/laptops and cables/chargers.

FORT GORDON ENTRY POLICY:

- Current gate restrictions mandate that all non-military and non-DoD card holders submit a background check consent form (PS Form 190-6) with supporting identification (a photocopy of current driver's license and Social Security card). This form must be submitted to GCC no later than 40 days before the event to guarantee access for guests. Access to Fort Gordon is managed and enforced by the Fort Gordon Garrison and Department of Defense guidance and regulations; GCC does not have control of the restrictions for base access or any changes to this policy.
- For guests who do not wish to submit the background check request form 40 days before the event, guests must obtain a pass from the Visitor's Control Center. Passes may be acquired up to three (3) days before the day of the event. Background check and photo ID are still required for admission.

By signing below, you acknowledge that you have read and understand the Rules, Regulations & Restrictions of Gordon's Conference & Catering.

Guest Name: _____ Date: _____

Guest Signature: _____ Event Date: _____

Cordially,
Management Team
Gordon's Conference & Catering

Gordon's Conference & Catering

General Information

- All banquet rooms are booked for five (5) hours, each additional hour incurs a fee of \$50 per hour. Event must end before 4:00 p.m. to be eligible for the discounted rate. Hosts spending three (3) times the Room Fee in food and beverages will have the Room Fee waived. Hosts or their representatives may reserve the room up to four (4) hours before the event for setup for banquets.
- Room Rental includes access to available audio/visual equipment, layout of choice and linens (tablecloths and napkins).
- Decorations may be brought into Gordon's Conference & Catering; however nothing may be attached to the walls or ceilings of any of the rooms, nor can any of the existing decorations be removed without prior approval from Management. No open flames or smoke effects are permitted. All decorations must be removed after each event. A minimum cleaning fee of \$250 will be applied for excessive & abandoned décor (including loose glitter/craft items), smoking, and/or damage to federal property.
- Making any special arrangements for taking photos is the responsibility of the customer and must be coordinated with the caterer 10 days before the event. If a dedicated space is required for photos there may be an additional charge; please see the catering office for more information.
- Hosts desiring a band, DJ or other entertainment will need to inform the caterer of any special needs. Additional costs for entertainment will be the responsibility of the customer. Room rentals include access to existing audio and visual equipment, but guests need to bring their own VGA and HDMI compatible computers, devices and cords. Please see the catering office to schedule a time, prior to the event, to test all systems.
- Tastings may be scheduled with the catering office, based on chef's availability. Meal tastings are \$50 for four guests and include quarter-sized portions of two proteins and four sides. Appetizers are available in limited quantities. Please inquire at the catering office for prices. Not all items are available for testing.
- There is a \$50 minimum bar tab for any bar service on post, or \$100 for off post. On premise bars can be host funded or guest funded. Off premise bars must be host funded and paid in advance. All drink sales are final. Bartenders reserve the right to ID and deny any alcohol sales to anyone who is under 21 or intoxicated. No outside alcohol may be in or around the premise during event times.
- Catering prices do not include Room Fee. All food and beverage items are subject to an 18% Service Charge.

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GORDON'S CONFERENCE & CATERING

18400 19th Street
Fort Gordon, GA 30905

706-791-6780

Gordon.ArmyMWR.com

CATERING OFFICE

Tuesday-Friday | 9:00 a.m.-4:00 p.m.
After 4:00 p.m. & Saturdays by appointment

DRIVING DIRECTIONS

Fort Gordon can be reached from Interstate 20, located on the western edge of Augusta, GA. The Jimmie Dyess Parkway (Interstate 20, Exit 194) will lead you directly to Fort Gordon's Main Entrance. Continue through the Main Gate, which is Chamberlain Avenue, to 19th Street. Take a left at 19th Street, and the Gordon's Conference & Catering is located two blocks down on the right.