



## Universally Green

At Hotel Carlton our focus has always been on preserving the environment. In keeping with this focus we are excited to offer 'Universally Green', our green meeting programs which incorporate eco-friendly practices throughout every aspect of our meetings and events. Universally Green encompasses the group experience from contracting to the program of choice and beyond. As always, Hotel Carlton offers eco services from arrival to departure, allowing us to minimize our footprint on the world and maximize sustainability for the future. Our commitment to the principles of eco-friendly practices serves as the foundation for Universally Green, our green meeting programs.

### *Preserving Our Environment*

Hotel Carlton strives to incorporate sustainability into our core business operations.

Specifically, we use the following policies and practices:

1. Reduce, Reuse and Recycle
2. Purchase environmentally friendly products
3. Conserve energy, water and natural resources
4. Generate clean energy through on site solar production
5. Employee/Guest education

### *Reduce, Reuse and Recycle*

We strive to increase waste diversion by recycling all paper, bottles, and cans and composting all food and landscape waste.

We reduce the waste generated by donating reusable items (furniture, stationery, etc.) to charitable organizations.

We minimize the use of toxic materials to protect employee health and the environment.

Specifically we:

- Choose less or nontoxic janitorial products
- Purchase rechargeable batteries when possible
- Purchase low mercury fluorescent lamps when possible
- Dispose of or recycle toxic products safely

### *Environmentally Preferable Purchasing*

Whenever possible we purchase/use:

- Remanufactured toner cartridges
- Office & toilet paper with 35%-100% recycled content
- Products with least packaging (no plastic, Styrofoam, aerosol packaging)
- Energy Star rated appliances and office equipment.
- Water efficient toilets, showerheads, and faucet aerators

### *Conserve*

We conserve fossil fuels by:

- Promoting the use of public transit
- Participating in spare the air campaigns
- Using solar energy

### *Employee Education*

We educate employees on resource conservation and pollution prevention.

- Ensuring no waste is generated during company picnics, meetings.
- Conducting training programs or brown bag sessions to educate employees on proper recycling & composting practices, resource conservation ideas, importance of low-toxic purchasing etc.
- Inform employees of environmental issues in company newsletters, training material and staff meeting discussions

### *Guests Education:*

- Solar monitor in lobby for guests to measure our energy saving efforts
- Posting water/energy efficiency tips in common areas to raise guest awareness
- Offer every opportunity to recycle



## Simple Green

### Meeting Set Up

Recycled pens & paper pads  
White board or recycled paper flip charts with non-toxic markers  
High speed wireless access  
LCD projector and screen upon request

### AV Enhancement Suggestion

Videoconferencing / Webcasting

### Meeting Enhancement Suggestion

Solar-cise – Exercise session conducted at the meeting table. Designed to brighten every meeting, lift energy levels, relieve tension, and raise meeting productivity.  
Bring a bit of solar energy into your meeting.



### Meeting Amenity Suggestion

Hotel Carlton Memory Stick

### Food & Beverage

Breakfast  
Day 1 Local Continental  
Day 2 California Continental

### Lunch

Day 1 Taste of Near & Far  
Day 2 Sandwich Sampler

### Group Eco-Excursions/Teambuilding suggestion:

Bike the Bay – Ferry Building to the Golden Gate and eco-sites in between

Price per Guest: \$72.00

Buffet Style – 15 guest minimum

Price Includes: room rental, green meeting set up, audiovisual equipment, high speed wireless access, and local and/or organic food and beverage

Please let us know if you would like to include one of our suggested meeting enhancements or Eco-Excursions.

Prices are based upon selection.



## Locals Only

### Meeting Set Up

Recycled pens & paper pads  
White board or recycled paper flip charts with non-toxic markers  
High speed wireless access  
LCD projector and screen upon request

### AV Enhancement Suggestion

Digital Archiving

### Meeting Enhancement Suggestion

Eco-Eats – PM Break featuring local and organic foods from the San Francisco Bay Area: Assorted local beverages, Cowgirl Creamery cheeses, Metropolis Breads, local farmer’s market fruits and veggies, 18 Rabbits organic granola bars, House-made cookies & brownies and an electronic “green card” which lets attendees know how and why we make these choices.



### Amenity Enhancement Suggestion

The Green Book

### Food & Beverage

Breakfast  
Day 1 Balance & Wellness  
Day 2 Bay Breakfast

### Lunch

Day 1 North Beach  
Day 2 Sandwich Sampler

### Group Eco-Excursions/Teambuilding Suggestion:

Organic Farm Tour and fresh from the vine fruit and vegetable tasting  
Occidental, California

Whole Foods: Learn to shop locally and organically during a tour of Whole Foods Market, San Francisco. Taste amazing produce, learn about non-toxic bath and body products and discover how to clean your home without using dangerous chemicals.

Price per Guest: \$92.00

Buffet Style – 15 guest minimum

Price Includes: room rental, green meeting set up, audiovisual equipment, high speed wireless access, and local and/or organic food and beverage.

Please let us know if you would like to include one of our suggested meeting enhancements or Eco-Excursions.

Prices are based upon selection.

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## Peace, Love & Green

### Meeting Set Up

Recycled pens & paper pads  
White board or recycled paper flip charts with non-toxic markers  
High speed wireless access  
LCD projector and screen upon request

### AV Enhancement Suggestion

Digital Survey and Immediate Feedback

### Meeting Enhancement Suggestion

Green Being – Interactive presentation from Eco-Educator focusing on topics for greener life practices, such as shopping local and organic, non-toxic and chemical free cleaning products, using less waste, recycling, and composting, leaving a smaller footprint on our Earth.



### Amenity Enhancement Suggestion

Recycled Note Journal

### Food & Beverage

Breakfast  
Day 1 Eggs Benedict  
Day 2 The Works

### Lunch

Day 1 Middle Eastern Salmon  
Day 2 Orange Chicken

### Group Eco-Excursions/Teambuilding Suggestion:

World of Wellness - Group or Individual Wellness Coaching Session coupled with Yoga Training and Business/Life Balance Techniques. Can take place on or off property.

Price per Guest: \$117.50

Plated – 10 guest minimum

Price Includes: room rental, green meeting set up, audiovisual equipment, high speed wireless access, and local and/or organic food and beverage.

Please let us know if you would like to include one of our suggested meeting enhancements and Eco-Excursions.

Prices are based upon selection.



## 2009 Catering Menus and Policies

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Catering policies and menus have been designed to assist you in the process of selecting menus for your event. Upon request, the staff at Saha Restaurant is happy to create customized menus.

Saha supports the local farming community and businesses and whenever possible chooses ingredients that are local, organic and not treated with hormones.

### Sales Tax & Service Charges

All prices quoted are inclusive of the California State tax of 8.5% and 20% Gratuity.

### Miscellaneous Fees

- Butler-Passing fee: \$75.00 per two (2) hours, per two attendants
  - Wine corkage fee: \$15.00 per bottle applies for events, which take place within the restaurant and the Summit Meeting Room
  - Guarantee: Final attendance must be confirmed by 11:00 AM three (3) business days prior to event
  - After that time, number of guests may increase but not decrease. You will be charged for the number guaranteed or the number served, which ever is greater
  - Minimums: All menu packages are for a minimum of ten (10) for plated meals or fifteen (15) for buffet style. Should the number of your group fall below the minimum, there will be an additional charge of \$20 per guest
  - Payment: Payment terms will be outlined in your contract with the Hotel Carlton Sales Department
  - Please plan on an annual 8% increase on pricing
  - Items and pricing subject to change
  - Add \$4.00 per guest for 100% certified organic ingredients
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**SIMPLE GREEN MENUS**

**Buffet Style – 15 guest minimum**

**LOCAL AND/OR ORGANIC PURVEYORS**

**DAY 1 - BREAKFAST**

**Local Continental**

Fresh Bagel with Cream Cheese  
Orange, Mango, or Pomegranate-Blueberry Juice  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

House of Bagels, SF, CA  
Naked Juice, Azusa, CA  
San Francisco Coffee Company, SF, CA  
San Rafael, CA

**DAY 2 - BREAKFAST**

**California Continental Breakfast**

Assorted Pastries  
Sliced Seasonal Fruit & Berries  
Assorted Individual Yogurts  
Orange, Mango, or Pomegranate-Blueberry Juice  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

Metropolis Baking Company, Berkeley, CA  
Local and/or Organic CA  
Straus Family Dairy, Tomales Bay, CA  
Naked Juice, Azusa, CA  
San Francisco Coffee Company, SF, CA  
San Rafael, CA

**DAY 1 - LUNCH**

**Taste of Near & Far**

Moroccan Soup  
Lentils, garbanzo beans, herbs & saffron-ginger base

Local and/or Organic CA

**Fattoush Salad**

Hearts of romaine, cucumber, tomato, Kalamata olives,  
mint, cilantro, roasted pita, feta cheese tossed in  
dressing of Sumac, lemon juice & olive oil

Local and/or Organic CA

**Choice of Main Course**

Chicken or veggie couscous  
preserved lemon & green olive chicken  
or lamb tagine with prunes & almonds

Local and/or Organic CA  
Foster Farms Hormone Free, Livingston, CA  
Adele's Meats, San Leandro, CA

House-made Bastille Dessert  
Roasted pear wrapped in phyllo

Local and/or Organic CA

Hansen's Natural Sodas  
Calistoga Sparkling Bottled Water Selection  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

Chico, CA  
Calistoga, CA  
San Francisco Coffee Co, SF, CA  
San Rafael, CA

**DAY 2 - LUNCH**

**Sandwich Sampler**

*Choice of Four Sandwich options*  
Smoked turkey, Grilled chicken,  
Roasted veggies & portobello mushrooms & eggplant,  
Roast beef, Roasted tofu, Ham & cheese,  
Falafel, spinach & feta, or Tofu burgers

Local and/or Organic CA

*Choice of Two Sides*

Organic green salad with mustard vinaigrette,  
Roasted vegetable & pasta salad, Hummus & Pita,  
Orzo salad with feta & sun-dried tomatoes,  
Couscous tabouleh, Baba ganoush,  
Classic Caesar salad or Gorgonzola Caesar

Local and/or Organic CA

House-made Cookies & Brownies

Local and/or Organic CA

Hansen's Natural Sodas  
Calistoga Sparkling Bottled Water Selection  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

Chico, CA  
Calistoga, CA  
San Francisco Coffee Co, SF, CA  
San Rafael, CA

## **LOCAL ONLY MENUS**

### **Buffet Style – 15 guest minimum**

#### **DAY 1 - BREAKFAST**

##### **Balance & Wellness**

Tofu & Egg Scramble with green onions, mushrooms,  
roasted tomatoes & basil  
Potatoes  
Assorted Individual Yogurts  
Sliced Seasonal Fruit  
Toast with Butter, Preserves  
Orange, Mango, or Pomegranate-Blueberry Juice  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

## **LOCAL AND/OR ORGANIC PURVEYORS**



Local and/or Organic CA

Straus Family Dairy, Tomales Bay, CA  
Local and/or Organic CA  
Metropolis Baking Company, Berkeley, CA  
Naked Juice, Azusa, CA  
San Francisco Coffee Company, SF, CA  
San Rafael, CA

#### **DAY 2 -BREAKFAST**

##### **Bay Breakfast**

Scrambled Eggs  
Choice of Breakfast Meat  
Potatoes  
Sliced Seasonal Fruit  
Toast with Butter, Preserves  
Orange, Mango, or Pomegranate-Blueberry Juice  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

Foster Farms Hormone Free, Livingston, CA  
Adele's Meats, San Leandro, CA  
Local and/or Organic CA  
Local and/or Organic CA  
Metropolis Baking Company, Berkeley, CA  
Naked Juice, Azusa, CA  
San Francisco Coffee Company, SF, CA  
San Rafael, CA

#### **DAY 1 - LUNCH**

##### **North Beach**

Caesar Salad  
Hearts of Romaine with parmesan  
Dressing of anchovies, egg & pine nuts

Local and/or Organic CA

Choice of One Pasta:  
Spaghetti & Meatballs  
Penne with sun dried tomatoes, broccoli,  
grilled chicken with light pesto sauce

Local and/or Organic CA  
Grass Fed, Organic Beef, Northern CA

Garlic Bread

Metropolis Baking Company, Berkeley, CA

House-made Cookies & Brownies

Local and/or Organic CA

Hansen's Natural Sodas  
Calistoga Sparkling Bottled Water Selection  
Regular & Decaffeinated Coffee  
Mighty Leaf Teas

Chico, CA  
Calistoga, CA  
San Francisco Coffee Co, SF, CA  
San Rafael, CA

#### **DAY 2 - LUNCH**

##### **Sandwich Sampler**

*Choice of Four Sandwich options*  
Smoked turkey, Grilled chicken,  
Roasted veggies & portobello mushrooms & eggplant,  
Roast beef, Roasted tofu, Ham & cheese,  
Falafel, spinach & feta, or Tofu burgers

Local and/or Organic CA

*Choice of Two Sides*  
Organic green salad with mustard vinaigrette,  
Roasted vegetable & pasta salad, Hummus & Pita,  
Orzo salad with feta & sun-dried tomatoes, Couscous tabouleh,  
Baba goush, Classic Caesar salad or Gorgonzola Caesar

Local and/or Organic CA

House-made Cookies & Brownies

Local and/or Organic CA

Hansen's Natural Sodas  
Calistoga Sparkling Bottled Water Selection  
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Chico, CA  
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## **PEACE LOVE AND GREEN MENUS**

**Plated – 10 guest minimum**

## **LOCAL AND/OR ORGANIC PURVEYORS**



### **DAY 1 - BREAKFAST**

#### **Eggs Benedict**

Poached eggs, Canadian bacon on English muffin with Hollandaise sauce

Potatoes

#### **Vegan Benedict**

Roasted tofu, eggplant & mushrooms with a light curry sauce

Potatoes

Sliced Seasonal Fruit

Orange, Mango, or Pomegranate-Blueberry Juice

Regular & Decaffeinated Coffee

Mighty Leaf Teas

Local and/or Organic CA

Local and/or Organic CA

Local and/or Organic CA

Naked Juice, Azusa, CA

San Francisco Coffee Company, SF, CA

San Rafael, CA

### **DAY 2 - BREAKFAST**

#### **The Works**

Scrambled Eggs

Mini Pancakes

Bacon or Sausage

Potatoes

Sliced Seasonal Fruit

Orange, Mango, or Pomegranate-Blueberry Juice

Regular & Decaffeinated Coffee

Mighty Leaf Teas

Local and/or Organic CA

Local and/or Organic CA

Naked Juice, Azusa, CA

San Francisco Coffee Company, SF, CA

San Rafael, CA

DAY 1 – PLATED LUNCH, see below

#### **Middle Eastern Salmon**

DAY 2 – PLATED LUNCH, see below

#### **Orange Chicken**

#### **Choice of Salad Course**

Fattoush Salad

Hearts of romaine, cucumber, tomato, Kalamata olives, mint, cilantro, feta cheese, quinoa tossed in dressing of Sumac, lemon juice, olive oil

Local and/or Organic CA

Green Salad

Organic greens, beets, roasted pears, walnuts, Gorgonzola cheese, blueberry vinaigrette

Local and/or Organic CA

Classic Caesar Salad

Hearts of Romaine with parmesan cheese & dressing of anchovies, egg & pine nuts

Local and/or Organic CA

#### **Middle Eastern Salmon – Day 1**

Wild salmon marinated in chermoulah spice mixture, poached & served over quinoa tabouleh & roasted pear

Local and/or Organic CA

& Seattle, WA

#### **Orange Chicken - Day 2**

Free-range chicken breast marinated with orange juice, cinnamon, sage, honey & lime, pan seared & roasted. Served with couscous cake & orange-cinnamon sauce

Local and/or Organic CA

Foster Farms Hormone Free, Livingston, CA

#### **Choice of Dessert Course**

Warm Chocolate Cake – with gelato

House-made Bisbusa – Yemeni cake made from farina with gelato or sorbet

Lemon Bars

French Patisserie, SF, CA

Local and/or Organic CA

Ciao Bella, SF, CA

Local and/or Organic CA

Hansen's Natural Sodas

Calistoga Sparkling Bottled Water Selection

Regular & Decaffeinated Coffee

Mighty Leaf Teas

Chico, CA

Calistoga, CA

San Francisco Coffee Co, SF, CA

San Rafael, CA

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