

FUNCTION DAY/DATE: Tuesday, April 04, 2017  
ORGANIZATION: Fidelity Investments Corporation  
POST AS: Fidelity Investments  
BILLING ADDRESS: 82 Devonshire Road, Boston, MA 02109  
CUSTOMER: Ms. Caitlin Best Phone #: (617) 563-7816 Fax #:  
IN-HOUSE CONTACT: SAME  
MANAGERS: Bethany Barrar  
DATE PRINTED: Monday, April 03, 2017

**GUARANTEE OF ATTENDANCE IS REQUIRED 72 HOURS (3 WORKING DAYS) PRIOR TO FUNCTION. OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE**

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
7:00 AM-8:00 AM	Breakfast	Beethoven Room		40	27	
8:00 AM-5:00 PM	Meeting	Mozart Room	\$350.00	40	27	

**7:00 AM Breakfast Beethoven Room**

**The Independent**

Chilled Fresh Orange and Apple Juice  
Perfectly Ripe Cut and Whole Fruits  
Individual Organic Yogurt Cups

Sliced Bagels with Cream Cheese  
Breakfast Pastries to Include: Seasonally Inspired Mixed Muffins, Flaky Croissants, Artisan Scones  
Dickenson's Fruit Preserves, Butter, and Honey

Freshly Brewed Starbucks Regular and Decaffeinated Coffee and Assorted Tazo Teas

\$18.00 per Person

**All Day Beverage Service**

Freshly Brewed Starbucks Coffee, Decaffeinated Coffee and Tazo Teas  
Assorted Soft Drinks and Still Bottled Water

\$16.00 per Person

**AUDIO VISUAL**

8:00 AM-5:00 PM Meeting Mozart Room  
Data Support  
Polycom Phone  
(7) 6ft Power Strips

**ROOM SET-UP**

7:00 AM-8:00 AM Breakfast Beethoven Room  
Rounds of 10  
8:00 AM-5:00 PM Meeting Mozart Room  
Schoolroom  
Hard Candy  
Pads and Pens  
Water Glasses and Water Pitchers  
(2) Easels



## EVENT ORDER

RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page #	2 of 2
Event Order #:	236628
Quote #:	M-810FXUP
Folio #:	3600

FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Fidelity Investments Corporation

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All Audio Visual, Room Rental and Food and Beverage prices are subject to 14.25% Taxable Service Charge, 9.75% Taxable Administrative Fee and 8% Sales Tax

Signature: \_\_\_\_\_

If in agreement, please sign one copy and return



**EVENT ORDER**  
RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page # 1 of 1  
Event Order #: 744019  
Quote #: M-8P2GOVW  
Folio #: 5761

FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Option Care

POST AS: Option Care Training RI April 2017

BILLING ADDRESS: 3000 Lakeside Drive, Bannockburn, IL 60015

CUSTOMER: Kristin Kuc

Phone #: (224) 217-2602

Fax #:

IN-HOUSE CONTACT: SAME

MANAGERS: Bethany Barrar / Bethany Barrar

DATE PRINTED: Monday, April 03, 2017

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
7:00 AM-5:00 PM	General Session	Haydn	\$200.00	26	18	
2:30 PM-3:00 PM	Coffee Break	Haydn		26	18	
	POST AS: Break					

**2:30 PM Coffee Break**

**PVD Cookie**

Fudge Brownie Bites  
Assorted Soft Drinks and Still Bottled Water  
Freshly Baked Soft Chocolate Chip and Gingersnap Cookies  
Freshly Brewed Starbucks Regular and Decaffeinated Coffee and Assorted Tazo Teas  
Seasonal Whole Fruit

\$14.00 per Person

**AUDIO VISUAL**

7:00 AM-5:00 PM General Session Haydn

(1) Breakout LCD Support Package - Screen, Projector Power, VGA Cable, Projector Table and Setup Labor @ \$140.25 Each

(1) Flipchart Package @ \$51.00 Each

**ROOM SET-UP**

7:00 AM-5:00 PM General Session Haydn

Special

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FUNCTION DAY/DATE: Tuesday, April 04, 2017  
ORGANIZATION: Optum  
POST AS: Optum April2017  
BILLING ADDRESS: 100 Quannapowitt Parkway, Wakefield, MA 01880  
CUSTOMER: Ms. Julie Joyce  
IN-HOUSE CONTACT: SAME  
MANAGERS: Carolina Villela  
DATE PRINTED: Monday, April 03, 2017

## POP-UP

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
8:00 AM-6:00 PM	Meeting	Handel	\$350.00	6		
9:00 AM-3:00 PM	Continuous Break	Handel		6		
	POST AS: Continuous Break - DO NOT POST					

### 9:00 AM Continuous Break

(1) Freshly Brewed Starbucks Regular and Decaffeinated Coffee @ \$65.00 per Gallon

(1) Soft Drink @ \$4.00 per Bottle

(1) Cereal Bars  
and Trail Mix on consumption

### CANCELATION POLICY 9:00 AM-3:00 PM Continuous Break

This Event Order serves as a contract between the Renaissance Providence Hotel and the Group. Upon signature, the group agrees to all charges associated with the Event. If the group cancels they are responsible for 100% of estimated revenue associated with event.

### AUDIO VISUAL 8:00 AM-6:00 PM Meeting Handel

(1) Polycom Speaker Phone System @ \$145.00 Each  
(1) Power Strips @ \$25.00 Each

### ROOM SET-UP 8:00 AM-6:00 PM Meeting Handel

Conference  
Hard Candy  
Pads and Pens  
Water Glasses and Water Pitchers

9:00 AM-3:00 PM Continuous Break Handel  
Buffet

### EVENT SERVICES 9:00 AM-3:00 PM Continuous Break

No outside F&B is permitted in the meeting room. If outside F&B is brought in there will be a \$250 service charge.

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**EVENT ORDER**

RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page # 2 of 2  
Event Order #: 147603  
Quote #: M-8XRSDKO  
Folio #: 10151

FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Optum

**POP-UP**

**Signature:** \_\_\_\_\_

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FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Fidelity Investments Corporation

POST AS: Fidelity Investments

BILLING ADDRESS: 82 Devonshire Road, Boston, MA 02109

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
12:00 PM-1:00 AM	Lunch	Beethoven Room		40	27	

**12:00 PM Lunch**

**Comfort (MODIFIED)**

Roasted Turkey (GF no Dairy)  
Made with no onions or garlic, no dairy, on GF bread

Soup of The Moment  
Mixed Field Greens Garden Salad, Tomato, Cucumber, Carrot, Chickpeas  
with Creamy and Vinaigrette Dressings  
Individual Bags of Cape Cod Potato Chips, Pretzels  
Seasonal Whole Fruit

Italian Grinder  
Prosciutto, Salami, Provolone, Muffaletta, on Soft Italian Roll  
Chicken Salad  
All White Meat Chicken Salad, Seedless Grapes, Pecans, on Ciabatta  
Grilled Chicken Caesar Wrap, Romaine, Parmesan, Creamy Caesar Dressing  
Roasted Turkey  
Lettuce, Tomato, Chipotle Mayo, on Multigrain Loaf

Toffee Crunch Blondies, Freshly Baked Soft Chocolate Chip Cookies

Assorted Soft Drinks and Still Bottled Water  
Freshly Brewed Starbucks Coffee, Decaffeinated Coffee and Tazo Teas

\$37.00 per Person

(1) Mixed Field Greens Salad  
with Grilled Sliced Chicken (GF)

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RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page # 1 of 1  
Event Order #: 054175  
Quote #: M-8P2GOVW  
Folio #: 5761

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POST AS: Option Care Training RI April 2017

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
12:00 PM-1:00 PM	Lunch Buffet	Haydn		26	18	

**12:00 PM Lunch Buffet**

**Comfort**

Soup of The Moment  
Mixed Field Greens Garden Salad, Tomato, Cucumber, Carrot, Chickpeas  
with Creamy and Vinaigrette Dressings  
Individual Bags of Cape Cod Potato Chips, Pretzels  
Seasonal Whole Fruit  
  
Heirloom Tomato, Cucumber, Red Onion Salad  
  
Black Forest Ham, Swiss Cheese, Dijonnaise on Croissant Roll  
Rare Roast Beef, Boursin Cheese, Baby Arugula & Onion on French Baguette  
Roasted Turkey  
Lettuce, Tomato, Chipotle Mayo, on Multigrain Loaf  
  
Toffee Crunch Blondies, Freshly Baked Soft Chocolate Chip Cookies  
  
Assorted Soft Drinks and Still Bottled Water  
Freshly Brewed Starbucks Coffee, Decaffeinated Coffee and Tazo Teas

\$34.00 per Person

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**EVENT ORDER**  
RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page # 1 of 1  
Event Order #: 214669  
Quote #: M-8DG7XIO  
Folio #: 9583

FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Norwich University

POST AS: Norwich University Bicentennial Dinner April 2017

BILLING ADDRESS: 158 Harmon Drive, Northfield, VT 05663-1000

CUSTOMER: Ms. Lauren Frank

Phone #: (802) 485-2306

Fax #:

IN-HOUSE CONTACT: SAME

MANAGERS: Bethany Barrar

DATE PRINTED: Monday, April 03, 2017

**GUARANTEE OF ATTENDANCE IS REQUIRED 72 HOURS (3 WORKING DAYS) PRIOR TO FUNCTION. OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE**

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
5:00 PM-9:00 PM	Coat Check	Registration/Office		40	24	

***No Food or Beverage Required at this Time***

**BANQUETS**

No staff needed for coat room

Client and staff to arrive at 4:00pm to start set up

**ROOM SET-UP**

Existing Set

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Signature: \_\_\_\_\_

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FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Norwich University

POST AS: Norwich University Bicentennial Dinner April2017

BILLING ADDRESS:

CUSTOMER: Ms. Lauren Frank

Phone #: (802) 485-2306

Fax #:

IN-HOUSE CONTACT: SAME

MANAGERS:

DATE PRINTED: Monday, April 03, 2017

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
6:00 PM-6:45 PM	Cocktail Reception	Symphony Foyer		40	24	
5:30 PM-6:00 PM	Set Up	Symphony Foyer		10		

**6:00 PM Cocktail Reception Symphony Foyer**

**Passed Hors d'Ouevres**

Vegetable Spring Rolls  
served with orange ginger dipping sauce  
Beef Empanada  
Caprese Skewer  
Leaf Lettuce with Avocado, Mandarin, Curried Almond Canapé

\$17.00

**Hosted Bar**

(1) Soft Drinks @ \$4.00 Each  
Call Brands @ \$7.00 per Glass  
House Wines @ \$8.00 per Glass  
(1) Imported & Craft Beer @ \$7.00 per Glass  
Domestic Beer @ \$6.00 per Bottle  
House Brand Martini @ \$11.00 per Glass

**ROOM SET-UP**

5:30 PM-6:00 PM Set Up

Client will run through the show. Onsite AV tech will be on stand by for the run through only.

6:00 PM-6:45 PM Cocktail Reception Symphony Foyer

Cocktail Rounds

Registration table set up right before Foyer entrance with two chairs

Provide small trash can next to table

(3)High and (2) low cocktail tables, seating at low cocktail tables

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Signature: \_\_\_\_\_

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FUNCTION DAY/DATE: Tuesday, April 04, 2017  
ORGANIZATION: Rhode Island Department of Transportation  
POST AS: PIARC  
BILLING ADDRESS: 3 Capitol Hill, Providence, RI 02908-5034  
CUSTOMER: Mr. Christos Xenophontos Phone #: (401) 222-2495 Fax #:  
IN-HOUSE CONTACT: SAME  
MANAGERS: Chelsea Clouse  
DATE PRINTED: Monday, April 03, 2017

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
6:00 PM-9:00 PM	Dinner POST AS: PIARC Dinner	33rd Degree		15	13	

**6:00 PM Dinner 33rd Degree**

(2) Rhode Island Style Calamari @ \$65.00 per Bowl  
*Served family style*

**Plated Dinner**

Salad Course  
Organic field greens, tiny tomato, shaved red onion, carrot curls, white balsamic vinaigrette  
Entree  
Cranberry Apple Sage Stuffed Chicken served with horseradish mashed potatoes and asparagus  
Dessert  
Raspberry Sorbet Martini, mixed berries, port-balsamic reduction, coconut shavings

\$40.00

(1) George's Bank Baked Haddock @ \$42.00  
served with horseradish mashed potatoes and asparagus

Assorted Soft Drinks and Still Bottled Water @ \$4.00 per Bottle  
*On Consumption*

**BANQUETS** This group will be getting alcoholic beverages at the bar in Public

**ATTENTION CHEF** Baked haddock for 1 guest who is a pescatarian

**ROOM SET-UP** Rounds of 8

2 rounds of 8

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FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Norwich University

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BILLING ADDRESS: 158 Harmon Drive, Northfield, VT 05663-1000

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TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
7:00 PM-9:00 PM	Dinner	Symphony A		40	24	

**7:00 PM Dinner Symphony A**

**Plated Dinner**

Organic Field Green Salad

Tiny tomatoes, shaved red onion, carrot curls, with white balsamic vinaigrette

*Pre Set Salad*

Dijon Baked Baffoni Farms Chicken

Served with root vegetables, sweet potatoes, and maple mustard jus

NY Style Cheesecake

Graham crust, strawberry sauce, and whipped cream

Freshly Brewed Starbucks Regular and Decaffeinated Coffee and Assorted Tazo Teas

*Served with dessert*

\$48.00 per Person

**Hosted Bar**

(1) Soft Drinks @ \$4.00 Each

Call Brands @ \$7.00 per Glass

House Wines @ \$8.00 per Glass

(1) Imported & Craft Beer @ \$7.00 per Glass

Domestic Beer @ \$6.00 per Bottle

House Brand Martini @ \$11.00 per Glass

**Bar to close at 8:00pm before program begins**

(1) AV Production @ \$495.00

**BANQUETS**

Pre-Set Salad should be set by 7:05

Guests enter dinner at 7:10 and should be seated by 7:15

Bar to close at 8:00pm

**ATTENTION CHEF**

1 Guest, Tom Dwyer: allergic to eggs, no onions, no mashed potato, no cheese, no cream based sauces, prefers to have non-cream based sauces on the side, present food separate on plate

1 Guest, Mim Runey: gluten free and no dairy in any food preparation, limited refined sugar, no soy, no mushrooms, no seared tuna, prefers a vegan diet

**AUDIO VISUAL**

Data support-6ft screen

Marriott Proprietary and Confidential



## EVENT ORDER

RENAISSANCE PROVIDENCE DOWNTOWN HOTEL  
5 Avenue of the Arts, Providence, RI 02903-1103  
PHONE: (401) 919-5000

Page # 2 of 2  
Event Order #: 315897  
Quote #: M-8DG7XIO  
Folio #: 9583

FUNCTION DAY/DATE: Tuesday, April 04, 2017

ORGANIZATION: Norwich University

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Sound system  
Podium mic  
Computer audio

### ROOM SET-UP

Rounds of 8

Standing Podium

8x8 or 8x12 riser set up for a podium/mic  
Provide table number holders. Client to bring the actual table numbers.  
Provide five votives per table  
Engineering to come and hang banners behind stage on the wall @ 4:00pm

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