



**Hilton**

COLUMBUS DOWNTOWN

Your Next Chapter  
Begins Here.



402 North High Street | Columbus, OH 43215  
[www.hiltoncolumbusdowntown.com](http://www.hiltoncolumbusdowntown.com)

# Welcome to HILTON COLUMBUS DOWNTOWN

Getting together means celebrating, spending time in a welcoming space, sharing incredible meals and making memories. Hilton Columbus Downtown offers a variety of event spaces to host an inspiring celebration with three ballrooms ranging from 10,000 to 15,000 sq. ft., over 22,000 sq. ft. of pre-function space, and 40 smaller rooms, many featuring natural light and views of downtown Columbus. Executive Banquet Chef Todd Goodwin proudly partners with local Ohio farmers and artisans to create customizable menus featuring sustainable ingredients using a variety of culinary techniques to delight any guest. Whether you are planning a wedding, fundraising gala, anniversary, or social gathering, our experienced event staff will help you design a celebration destined to be talked about for many years to come. Gathering with friends and family to reconnect and enjoy a welcoming experience is at the heart of everything we do, and you and your event will always be our top priority.

I look forward to being part of your story,

Jody

Jody Unger

Senior Catering Manager  
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# HILTON COLUMBUS DOWNTOWN

## Wedding Guide

# The *Perfect* Setting

Vibrant and diverse, Columbus is home to a blend of unique neighborhoods and communities that are known for being open, welcoming, smart and entrepreneurial. No matter your preferred daily pace, your interests or your lifestyle, there's a neighborhood for everyone in Columbus.

### ROOMS

The two connected towers feature 1,000 guest rooms comprised of 85 suites (including 4 specialty suites, 6 parlors, 55 one-bedroom suites and 20 junior suites), 455 king rooms and 460 queen queen rooms.

### EVENTS

Event possibilities are endless with 75,000 sq. ft. of meeting space, including three ballrooms ranging from 10,000 to 15,000 sq. ft., over 16,000 sq. ft. of prefunction space, and 40 meeting and breakout rooms.

### UNWIND

Located in Tower 401, the property is fully equipped with a modern fitness center by Precor. There is also an additional fitness center in Tower 402 with a Peloton® bike and state-of-the-art equipment by Life Fitness. Additional amenities include an indoor saline pool and whirlpool.

### SUSTAINABILITY

Hilton Columbus Downtown is committed to sustainability and is LEED Gold Certified. Some of the property's key energy efficiency initiatives include having fixtures designed to conserve water, recycling soap and a green roof irrigated by a rain water collection system.

### LOCATION

Columbus is the 14th largest city in the country and growing. The property is conveniently located just 10 minutes from John Glenn Columbus International Airport, offering more than 150 daily departures to 53 destinations nonstop.

### PARKING

Both Valet parking and self-parking are available for your wedding guests. Event valet parking is \$25.00 per car, inclusive of tax. Overnight valet parking is \$45.00 plus tax per car. Overnight self-parking is \$38.00 plus tax per car.

### DINING

As a dining destination in Columbus, the hotel offers many food & beverage concepts, including:

#### FYR Short North

FYR is the hotel's signature live fire, chef-driven restaurant offering Breakfast, Brunch, Lunch & Dinner. It represents the metaphorical hearth of downtown Columbus with the centerpiece of the kitchen being a wood-fired grill.

#### Stories on High

Columbus' tallest rooftop bar located on the 28th story of Tower 402, providing contemporary interpretations of cocktails and small plates, all while enjoying sweeping views of the city.

#### Spark

An elevated lounge featuring Latin-inspired small plates, local brews and modern twists on your favorite cocktails. Open for a mid-day snack, dinner or drinks.

#### Gallerie Bar

A sports bar offering classic Midwest fare – ideal for football season! Visit us for a light bite, dinner or drinks.

#### The Market & Provisions on High

Grab & go cafés located in each tower; offering coffee, pastries, light meals and snacks.

For more information including menus, location and hours of operation, please visit

[www.hiltoncolumbusdowntown.com/dining](http://www.hiltoncolumbusdowntown.com/dining)



# Ballrooms



Aminah Robinson 15,050 sq. ft

Aminah Robinson is our largest ballroom that features 15,050 sq. ft. of space. Large east-facing windows are a beautiful backdrop to any event. The room can be divided into three sections, making the space very adaptable for all events. The pre-function area can serve as a beautiful setting for cocktail hour and the ballroom can seat a maximum of 980 guests in banquet rounds.



George Bellows 12,048 sq. ft

George Bellows is our second largest ballroom, featuring a little over 12,000 sq. ft of space, making it perfect for larger ceremonies and receptions. The pre-function area can serve as an ideal setting for cocktail hour.



Kojo Kamau 10,500 sq. ft.

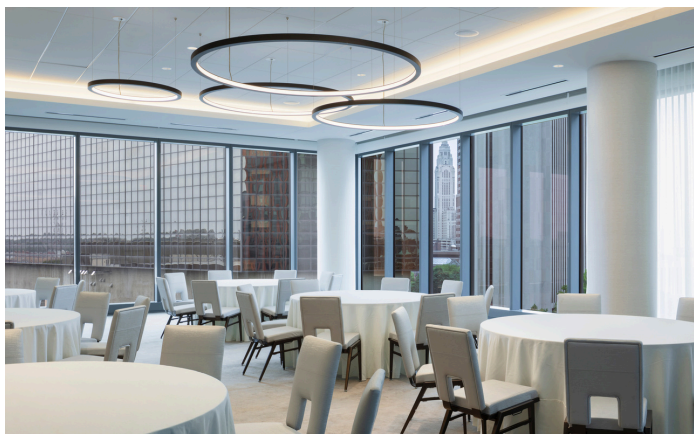
Kojo Kamau features nearly 10,500 sq. ft. of space, making it perfect for Gala Dinners, Weddings and Social Events. The space can be divided into three sections allowing you to tailor the space to your event. The 20 ft. ceilings and natural light are a perfect backdrop for your event with a beautiful pre-function area that can be used for cocktail hour. This ballroom can seat a maximum of 750 in banquet rounds.

## ALL BOOKINGS INCLUDE:

- Menu tasting for up to four guests
- Dedicated server for the wedding couple
- Complimentary Champagne toast for all guests
- Complimentary cake cutting and service
- Complimentary bartender and butler passing fees
- Ivory floor length linens for oval tables
- Hilton banquet chairs
- Dance floor & staging



# Other Event Spaces



Ema Spencer 1,500 sq. ft.

Ema Spencer is a perfect location for an intimate event or ceremony and has 1,500 sq. ft. of space. Ema Spencer features floor to ceiling windows that add a beautiful light and airy feel to any event. This room can seat ~150 guests ceremony style.



Gina Knee 3,000 sq. ft

Experience the natural light from the floor to ceiling windows of Gina Knee. This room boasts almost 3,000 sq. ft. of space with an 800 sq. ft. private terrace. Perfect for all events from ceremonies to cocktail receptions and brunch. This room can seat 210 guests ceremony style and a maximum of 180 in banquet rounds.



Atrium

Tower 401 features an open atrium. An ideal space for rehearsal dinner or brunch.



Pre-function Spaces

The hotel features various pre-function spaces that can serve as a beautiful setting for cocktail hour.

*"A storied place  
to celebrate"*



# Our Accommodations

## ALL BOOKINGS INCLUDE:

- Complimentary suite for the wedding couple on the night of the wedding
- Upgraded accommodations for parents of the wedding couple
- Special room rates for out of town guests
- Discounted event valet parking for night of the event
- Complimentary anniversary guest room for couple (date subject to availability)

*"Elevate your next chapter"*



**King Junior Suite** 450 sq. ft.

Our King Junior Suite offers luxury accommodations with beautiful views. The suite offers 469 sq. ft. of space and includes a separate living area with a sofa bed and coffee bar.



**Parlor Suite** 900 sq. ft.

Our spacious Parlor Suite offers 900 sq. ft. of space. The Hospitality Suite offers a wet bar, full bath and the option to connect to a Standard King or Queen Room.



**King Corner Suite** 672 sq. ft.

Our King Corner Suite offers spacious accommodations with 672 sq. ft. of living space. The large living area has floor to ceiling windows with spectacular views of the Short North. The living room houses a dining table for 4 people as well as a wet bar. The suite offers an optional connecting Standard King Room if extra sleeping space is needed.



**Skyline Suite** 1,526 sq. ft.

Our spacious Skyline Suite features 1,526 sq. ft. of living space with panoramic views of downtown Columbus. The suite features separate living and dining areas including a wet bar and butler's pantry. In addition, the suite boasts 1.5 baths with a large soaking tub in the master bathroom.



# Silver Catering Package

\$90 per person\*

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Includes bread and butter at each place setting.

## Butler Passed Hors D'Oeuvres

select three

Compressed Fruit Spoons  
Lavender Air, Black Sesame (vn, gf, df)

Black Bean Empanaditas  
Cilantro Sauce, Chili Di Arbol (veg)

Chicken & Lemongrass Wonton  
Thai Chili Dipping Sauce

Korean BBQ Beef Satay  
Toasted Sesame (gf, df)

## Salads

select one

Baby Mixed Greens, Cucumber Ribbon, Grape  
Tomato, Pickled Onions, Pecorino Romano,  
Chive Dressing (gf, veg)

Prosciutto Di Parmigiano, Seasonal Berries,  
Black Mission Figs, Local Goat Cheese,  
Ohio Honey Vinaigrette (gf)

Bibb Lettuce, Sunflower Seeds, Ohio Blue Cheese,  
Pickled Onions, Croutons,  
Ohio Honey Vinaigrette (veg)

## Entrées

select up to three

Herb-Roasted French-Cut Chicken, Tarragon Veloute (gf)

Grilled Salmon, Tomato-Fennel Ragout (gf)

Filet Medallions, Cognac-Peppercorn Demi-Glace (gf)

Braised Pork Belly, Corn, Roasted Poblano Cream (gf)

Za'atar Spiced Cauliflower Steak, Vegetable Spaghetti,  
Smoked Tomato Sauce (vn, gf)

## Starches

select one

Herb-Roasted Red Skin Potatoes (gf, vn)

Duchess Potatoes (gf, veg)

Creamy Orzo (veg)

## Vegetables

select one

Braised Collard Greens with Ham Hocks (gf)

Brussels Sprouts (vn)

Roasted Vegetable Medley (vn)

\*A service charge of 25% and prevailing 7.5% tax will be added to the final bill.

DF - Dairy Free | GF - Gluten Free | VEG - Vegetarian | VN - Vegan





# Gold Catering Package

\$110 per person\*

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Includes bread and butter at each place setting.

## Butler Passed Hors D'Oeuvres

select three

Sweet Corn Egg  
Corn Panna Cotta, Toasted Buckwheat (veg)  
Veal Ricotta Meatballs  
San Marzano Tomato Sauce, Pecorino Romano  
Chicken Tikka  
Tandoori Spice, Mint Chutney (gf)  
Pimento Cheese & Bacon Crostini  
Micro Celery, Smoked Bacon  
Beef Tartare  
Brioche Toast, Cured Egg Yolk (df)

## Displays

select one

Baked Brie: Whole Wheel of Brie in Puff Pastry, stuffed with Roasted Grapes, Herbs & Walnuts, served with Toasted Baguettes (veg)  
Antipasti: Assorted Cured Italian Salami, Caprese Salad, Balsamic Marinated Mushrooms, Stuffed Peppadew Peppers, Roasted Pepper Salad, Basil Pesto, Marinated Olives, House-made Focaccia & Grissini

## Salads

select one

Arugula Fresh Pears, Local Goat Cheese, Spiced Walnuts, Apple Cider Vinaigrette (gf, veg)  
Frisee, Crispy Lardon, Pickled Red Onions, Deviled Eggs, White Balsamic Vinaigrette (df, gf)  
Hydro Lettuce, Charred Carrots, Toasted Pistachios, Creamy Tangerine Goat Cheese, Preserved Lemon Vinaigrette (veg, gf)

## Entrées

select up to three

Alaska Halibut, Truffled Cauliflower Puree (gf)  
Whey Braised Short Rib, Short Rib Jus (gf)  
Chicken Roulade, Prosciutto & Ricotta Stuffing, (gf)  
Brown Butter Cream Sauce  
Center Cut Filet Mignon, Bordelaise Sauce (gf)  
Lobster Tail Split & Grilled, Fresh Herbs, Drawn Butter, Lemon

## Starches

select one

Smashed Redskins with Chives & Buttermilk (gf, veg)  
Whipped Cauliflower Mash (gf, veg)  
Basmati Rice (gf, veg)

## Vegetables

select one

Charred Carrots (gf, vn)  
Balsamic Roasted Zucchini & Squash (gf, vn)  
Grilled Asparagus (gf, vn)

\*A service charge of 25% and prevailing 7.5% tax will be added to the final bill.

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# Diamond Catering Package

\$130 per person\*

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Includes bread and butter at each place setting.

## Butler Passed Hors D'Oeuvres

select three

Dungeness Crab Cakes  
Sambal Remoulade, Fennel Slaw

Iberico Katsu Skewers  
Soy Glaze, Furikake

Mini Beef Wellington  
Béarnaise Sauce (gf)

Veggie Yakitori Skewers  
Spicy Avocado Mayo, Togarashi (vn, gf)

Tuna Cornets  
Spicy Mayo, Togarashi (df)

Salmon Cornets  
Smoked Crème Fraiche, Salmon Roe

## Displays

select one

Crostini & Pita: Hummus, Marinated  
Mushrooms, Roasted Pepper Salad, Fresh  
Mozzarella-Tomato Salad, Basil Pesto, Olive Oil,  
Pickled Onion-Cucumber Salad, Crispy Pita,  
House-Made Bread (veg)

Mediterranean: Roasted Artichokes, Bell  
Pepper Salad, Skordalia, White Bean Truffle  
Hummus, Olive-Tomato Salad, Garides Me  
Feta, Pita Crisps, House-Baked Breads

Sushi: California Roll, Spicy Tuna Roll, Salmon  
Roll, Wasabi, Ginger

## Salads

select one

Mixed Greens, Poached Pears, Blue Cheese,  
Spiced Walnuts, Endive, Balsamic Vinaigrette

Roasted Beet Salad, Arugula, Goat Cheese Mousse,  
Honey Lavender Vinaigrette

Bibb Salad, Pancetta, Hull's Trace Fig, Citrus Vinaigrette

## Entrées

select up to three

Herb-Crusted Rack of Lamb, Cherry Jus

Duck Breast, Short Rib Au Jus (gf)

Black Truffle Stuffed Chicken,  
Caramelized Onion Jus (gf)

Olive Oil Poached Black Cod, Overnight Tomatoes,  
Pancetta, Verjus Butter (gf)

Center Cut Filet Mignon with Bordelaise,  
Jumbo Shrimp with Harissa Butter Sauce

## Starches

select one

Pommes Dauphinois (gf)

Roasted Marble Potatoes (gf, vn)

Three-Potato Hash (gf)

## Vegetables

select one

Haricot Vert (gf, vn, df)

Broccolini & Carrots (gf, vn, df)

Braised Cabbage (gf, veg)

\*A service charge of 25% and prevailing 7.5% tax will be added to the final bill.

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# Bar Packages

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**SILVER** four hours \$44/person   five hours \$55/person

Smirnoff Vodka, New Amsterdam Gin, Myer's Platinum Rum, Jose Cuervo Tradicional Plata, Jim Beam Bourbon, Canadian Club Whiskey, J&B Scotch

Proverb Chardonnay, Cabernet Sauvignon, House Champagne

Corona, Heineken, Miller Lite, Bud Light, Budweiser

Assorted High Noon Hard Seltzers

Appropriate Garnishes & Mixers

Assorted Coca-Cola Soft Drinks

**GOLD** four hours \$48/person   five hours \$60/person

Absolut Vodka, Tanqueray Gin, Bacardi Superior Rum, 1800 Silver Tequila, Jack Daniel's Whiskey, Bulleit Bourbon, Dewar's 12 Year Scotch

Columbia Crest Chardonnay, Cabernet Sauvignon, Riondo Prosecco

Corona, Stella Artois, Miller Lite, Bud Light, Blue Moon, Sam Adams

Assorted High Noon Hard Seltzers

Appropriate Garnishes & Mixers

Assorted Coca-Cola Soft Drinks

**DIAMOND** four hours \$56/person   five hours \$70/person

Tito's Vodka, Hendrick's Gin, Ron Zacapa rum, Casamigos Blanco Tequila, Jameson Whiskey, Knob Creek Bourbon, Glenmorangie Original 10 Year Scotch

Wente Estate Chardonnay, Wente Southern Hills Cabernet Sauvignon, Domaine Ste. Michelle Brut

Corona, Stella Artois, Miller Lite, Bud Light, Blue Moon, Sam Adams

Assorted High Noon Hard Seltzers

Appropriate Garnishes & Mixers

Assorted Coca-Cola Soft Drinks

\*A service charge of 25% and prevailing 7.5% tax will be added to the final bill.

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# Additions

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## DINNER ENHANCEMENTS

Mini Assorted Dessert Display: select three \$13 per guest, select four \$16 per guest, select five \$18 per guest

Chocolate Raspberry Tartlet, Fruit Tart, Assorted French Macaroons (gf), Chocolate Silk Tart, Tiramisu Tartlet, Red Velvet Whoopie Pie, Assorted Cream Puffs, Dark Chocolate Brownie Bites, Lemon Lavender Bars, Carrot Cake, Salted Caramel Tartlet

## BEVERAGE ENHANCEMENTS

### Tablesides Wine Service

#### Proverb House Wine:

Sauvignon Blanc, Chardonnay, Pinot Grigio, Merlot, Cabernet Sauvignon, Pinot Noir: \$32 per bottle

#### Columbia Crest Grand Estates:

Cabernet Sauvignon, Merlot, Red Blend: \$40 per bottle

#### Wente:

Cabernet Sauvignon Southern Hills, Chardonnay, Sandstone Merlot, Riesling, Sauvignon Blanc: \$40 per bottle

### Signature Drinks & Custom Bars

Consult with our team about adding a special touch: \$10 per person (one selection, additional fee for more)

## LATE NIGHT BITES

\*Minimum order of 25 pieces per item required.

### Slider Station: \$5 per slider\*

Beef Burger, Tillamook Cheddar, Caramelized Onion, Tomato Jam

Pulled Pork, Slaw, Carolina BBQ Sauce

Buffalo Chicken, Cajun Ranch, Sweet Pickles

### Artisan Flatbreads: \$30 per flatbread\*

Heirloom Tomato, Mozzarella, Basil (veg)

Meat Lovers

Thick Sliced Pepperoni, Roasted Tomatoes, Provolone Cheese

### French Fry Bar: \$18 per person\*

Curly Fries, Crinkle Cut Fries, Waffle Fries (vn)

Cheese Sauce, Veal Gravy, Cheese Curds, Pickled Jalapenos, Crema, Green Onions

### Fair Foods: \$20 per person\*

Cheese on a Stick, Corn Dogs, Giant Pretzels & Cheese, Onion Rings, Deep Fried Oreos

\*A service charge of 25% and prevailing 7.5% tax will be added to the final bill.

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# Wedding Planners

To ensure a flawless event, a professional wedding planner is required to assist you with rehearsal, ceremony, reception and, if you desire, wedding planning. Most planners have different package offerings, ranging from “day of,” to “month of,” to “full-service.” “Month of” is the minimum requirement for Hilton Columbus Downtown.

Hilton Columbus Downtown has compiled a preferred vendors list from client referrals and our experiences as a resource to assist in finding wedding planners and other vendors. A planner from our list must be chosen to help coordinate unless prior approval has been given by your Catering Manager.

## Your catering manager will...

- Act as your menu consultant for all food & beverage selections to help you get the best value while meeting the required contracted minimums.
- Schedule your tasting a maximum of four months in advance of the wedding date.
- Detail your Banquet Event Orders outlining the event specifics including menu, setup, and event timeline.
- Create an Estimate of Charges outlining your financial commitments and deposit schedule.
- Connect you with a Reservation Manager for a guest room block (if applicable).
- Personally oversee the details of the bride and groom's room reservation.
- Oversee the setup of the ceremony and reception, food preparation and other hotel operations.
- Ensure a seamless transition to the hotel's Banquet Captain on the day of your event.
- Review your banquet checks for accuracy prior to the completion of your final bill.

## Your wedding planner will...

- Assist with etiquette and decor for your wedding.
- Create a timeline for your entire wedding day, including all setup and teardown by vendors, the wedding ceremony and the wedding reception.
- Work with you to organize and coordinate your ceremony rehearsal and ceremony.
- Remind your bridal party of all pertinent instructions on the wedding day.
- Confirm details with any contracted vendors two weeks prior to the wedding day and provide that information to your Catering Manager.
- Be the liaison with your family, bridal party, vendors and hotel staff.
- Assist the bride and bridal party with dressing, ensure delivery of corsages, bouquets and boutonnieres.
- Deliver and arrange ceremony programs, place cards, favors and any personal items.
- Coordinate timing of ceremony and reception, i.e. cueing music, grand entrance, cake-cutting, first dance, etc.
- Review timing with hotel Banquet Captain prior to the start of the event.
- Communicate with Banquet Captain regarding any changes to the timing on the day of the event.
- Collect and remove any personal items that may have been brought into the hotel event space at the end of the evening.
- Count and collect all wedding gifts and deliver to appropriate location.

