AGENDA
DOWNERS GROVE LIQUOR COMMISSION
JUNE 2, 2016
VILLAGE HALL COUNCIL CHAMBERS
6:30 P.M.

I **Call to Order**

II **Roll Call**

III **Approval of Minutes of May 5, 2016 Liquor Commission Meeting**

IV **Disciplinary Hearing**

Giordano's
5115 Main Street

V **Application Hearings**

DoubleTree Guest Suites
2111 Butterfield
Class H-1

DoubleTree Guest Suites
2111 Butterfield
Class K-1

VI **Old Business**

VII **New Business**

VIII **Comments from the public**

IX **Adjournment**

DOWNERS GROVE LIQUOR COMMISSION
VILLAGE HALL COUNCIL CHAMBERS
801 BURLINGTON AVENUE

Thursday, May 5, 2016

I. CALL TO ORDER

Chairman Strelau called the May 5, 2016 Liquor Commission meeting to order at 6:38 p.m.

II. ROLL CALL

PRESENT: Mr. Austin, Ms. Fregeau, Mr. Jacobson, Chairman Strelau

ABSENT: Mr. Clary, Ms. King, Mr. Krusenoski

STAFF: Liaison to the Liquor Commission Carol Kuchynka, Assistant Village Attorney Dawn Didier

OTHERS: Avani Patel, Nareshbhai Patel, Kyle Rich, Court Reporter

III. APPROVAL OF MINUTES

Chairman Strelau asked for approval of the minutes for the April 7, 2016 Liquor Commission meeting and asked members if there were any corrections, changes or additions.

Hearing no changes, corrections or additions, the April 7, 2016 minutes of the Liquor Commission meeting were approved as written.

Chairman Strelau reminded those present that this evening's meeting was being recorded on Village-owned equipment. Staff was present to keep minutes for the record and a court reporter was present taking the minutes verbatim.

IV. APPLICATION FOR LIQUOR LICENSE

Chairman Strelau made the following statements:

"The first order of business is to conduct a public hearing for a liquor license application. For the benefit of all present, I would like to state that this Commission does not determine the granting or denial of the issuance of any license. We may at the end of each hearing, make a finding or recommendation with respect to the application. If necessary, the Commission may adjourn a hearing to a later date in order to have benefit of further information."

"At the conclusion of the hearing, the Commission will summarize its findings and determine any recommendations it wishes to make to the Liquor Commissioner."

"The Liquor Commissioner, who is the Mayor of Downers Grove, will, pursuant to Section 3-12 of the Ordinance, render decisions regarding issuance of available liquor licenses within 60 days."

"Hearings by this Commission are held according to the following format: 1) reading of information pertinent to the application, 2) comments from the applicant, 3) comments from the public, 4) discussion by the Commission, and 5) motion and finding by the Commission."

Fairview Mart & Tobacco - 402 75th Street

Chairman Strelau stated that the next order of business was an application hearing for Khusi Pari, Inc. d/b/a Fairview Mart & Tobacco located at 402 75th Street. She stated that the applicant was seeking a Class "P-2", beer and wine, off-premise consumption liquor license.

Chairman Strelau asked that any individual(s) representing the applicant step forward and be seated. She asked that any individual(s) giving testimony, state and spell their name for the record, indicate their affiliation with the establishment and be sworn in by the court reporter.

Ms. Avani Patel and Mr. Nareshbhai Patel were sworn in by the court reporter.

Chairman Strelau asked the applicant to present its case.

Ms. Patel stated that her father was purchasing the business from the current owner which is his other daughter. She stated that he is the current manager of the establishment and plans to continue to operate the store under his corporation. Ms. Patel stated that the business is currently in operation and holds a liquor license from the Village. She stated that they plan to transfer the business and its operation to her father. She stated that the corporation is new, however, the operation will remain the same.
Mr. Austin asked about the current operation and if both Avani and Nareshbhai ran the store. Ms. Patel replied yes. She stated that she has been working full time and her father working part time.

Mr. Austin asked if they were familiar with the store. Ms. Patel replied yes. Mr. Austin asked staff if there was any history associated with the current license. Ms. Kuchynka advised that the existing business has held a liquor license since November of 2013, they have passed two control buys and noted that there have been no violations.

Mr. Austin asked if they were familiar with the control buy program. Ms. Patel replied yes.

Mr. Austin stated that he was comfortable that they have been working there for years. He advised Mr. Patel to keep up the good track record when he takes over the store.

Mr. Austin asked if they had any challenges selling liquor. Ms. Patel replied they had one incident when an intoxicated patron came into the store and was bleeding. She stated he came in to buy beer and rubbing alcohol as it appeared he was trying to clean himself up from a fall. She stated that they sold him the rubbing alcohol but refused to sell alcohol to him.

Mr. Austin asked Mr. Patel if he had any other liquor handling experience. Ms. Patel replied no for her father.

Mr. Austin asked how many employees are currently working in the store. Ms. Patel replied herself, her husband and father are the only employees at the store. She stated that they previously had two other employees which are no longer working at the store.

Mr. Jacobson noted that the application was a simple ownership change amongst family members. He had no questions. He hoped that they keep the good track record they have had over the past few years.

Ms. Fregeau asked if the employee certifications need to be renewed. Ms. Patel replied that hers expires in October of 2016 and her husband's expires in November. She stated that she would be sure to renew the certificates prior to their expiration.

Ms. Fregeau suggested that in the event they hire other employees to consolidate some key points in their liquor manual and include information on the hours of service and the consequences of selling liquor to a minor, such as termination or probation.

Ms. Fregeau stated that she liked that they will not accept the vertical under 21 identification. She cautioned them to be watchful for college age kids using fake id's.

Ms. Fregeau advised Ms. Patel that staff can direct her to the ILCC website to obtain signage for the establishment. She warned them to be alert for college kids trying to use fake id's in the summer time.

Chairman Strelau stated that she felt Ms. Patel had a good understanding of the liquor laws. She cautioned them when hiring new employees to make sure she is diligent in expressing their concerns and how they wish for employees to card patrons. She advised them to keep open a good line of communication and keep the license in good standing. She wished them luck.

Chairman Strelau asked staff for recommendations or comments pertinent to this application. Ms. Kuchynka replied that issuance of the license is contingent upon receipt of a revised Certificate of Occupancy, the annual fee and dram shop insurance.

Chairman Strelau asked for comments from the public. There were none.

Hearing the testimony given in this case, Chairman Strelau asked for a recommendation from the Commission concerning its finding of "qualified" or "not qualified" with respect to the applicant with regard to their Class "P-2" liquor license application.

MR. JACOBSON MOVED TO FIND KHUSI PARI, INC. D/B/A FAIRVIEW MART & TOBACCO LOCATED AT 402 75TH STREET QUALIFIED FOR A CLASS "P-2", BEER AND WINE, OFF-PREMISE CONSUMPTION LIQUOR LICENSE. MR. AUSTIN SECONDED.

VOTE:	**Aye:**	Mr. Jacobson, Mr. Austin, Ms. Fregeau, Chairman Strelau
	Nay:	None
	Abstain:	None

MOTION CARRIED: 4:0:0

Motion carried.

Bogies Indoor Golf - 2091 W. 63rd Street

Chairman Strelau stated that the next order of business was an application hearing for KR Golf Incorporated d/b/a Bogies Indoor Golf located at 2091 W. 63rd Street. She stated that the applicant was seeking a Class "REC-2", beer and wine, on-premise consumption liquor license.

Chairman Strelau asked that any individual(s) representing the applicant step forward and be seated. She asked that any individual(s) giving testimony, state and spell their name for the record, indicate their affiliation with the establishment and be sworn in by the court reporter.

Mr. Kyle Rich was sworn in by the court reporter. Mr. Rich introduced himself as the owner and liquor manager of KR Golf Incorporated d/b/a Bogies.

Chairman Strelau asked the applicant to present its case.

Mr. Rich stated that Bogies Indoor Golf is an existing business with a liquor license. He stated that he has a contract to purchase the existing business. He stated that he would like to continue beer and wine on-premise consumption and was applying for a liquor license for his facility.

Ms. Fregeau asked about the floor plan and asked about the number of golf simulators and where patrons are served. Mr. Rich replied most of the food and alcohol is served at each of the six simulators. She asked where customers place their orders. Mr. Rich replied that staff will go around and take orders or patrons can go to the main service counter to place orders.

Ms. Fregeau asked about the layout. Mr. Rich stated that there are two training rooms and next to them is the service bar area. Ms. Fregeau asked if patrons can also sit at the counter. Mr. Rich replied yes. He stated that there is a small seating area in the back of the facility as well.

Ms. Fregeau asked about the number of employees. Mr. Rich replied there will be three, plus himself. Ms. Fregeau noted that the facility is a large area to monitor and serve food and alcohol. She asked how many employees will be on staff at a given time. Mr. Rich replied that 1-2 will be on the floor, depending on the day and time of the week and simulator reservations.

Ms. Fregeau asked Mr. Rich about his experience. Mr. Rich replied that he served as a manager for the Park District and oversaw the golf course, food and beverage service and hiring. Ms. Fregeau asked Mr. Rich about his liquor handling experience. Mr. Rich replied that he oversaw the beverage carts, restaurant, snack area and eatery.

Ms. Fregeau noted that the size of the facility is a lot to monitor and hoped he felt comfortable managing the facility. Mr. Rich agreed. He stated that it is a big space, however, each simulator can hold four patrons at a time. He stated that beer and wine is more of a service being offered.

Ms. Fregeau noted the hours of operation and noted that they are open at times until 1:00 a.m. Mr. Rich agreed.

Ms. Fregeau noted the arcade games on the plan and asked Mr. Rich if he was aware that the Village restricts arcade gambling. Mr. Rich replied yes.

Ms. Fregeau asked if the former licensee held a REC-2, recreational facility license. Ms. Kuchynka replied yes.

Ms. Fregeau noted the manual indicated that patrons who appear under 40 must provide identification. Mr. Rich replied yes.

Ms. Fregeau suggested that they add consequences for employees if they are involved in a liquor sale to a minor. Mr. Rich replied that there is mostly an adult clientele. He stated anyone violating the liquor laws or breach policy will be terminated. He stated that all employees will be required to sign an acknowledgment that they read and understand the manual and not violate local ordinance.

Mr. Jacobson noted the change in ownership and asked Mr. Rich if he has operated the facility. Mr. Rich replied that he is the new owner but is familiar with the facility in that he served as an independent contractor as a golf instructor.

Mr. Jacobson asked Mr. Rich how much liquor handling experience he had. Mr. Rich replied he was head golf professional at Oswego Park District and oversaw the facility with food and beverage service operations and worked at the Naperville Park District.

Mr. Jacobson asked how frequent they would cover liquor handling policies or have refresher meetings. Mr. Rich replied during the once a month staff meeting during the season. Mr. Jacobson asked what the golf season is. Mr. Rich stated that the facility is seasonal in operation. He stated that their normal operation runs from November 1st - April 1st. He stated that in the off season he gives full time instruction. He stated that the kitchen is closed and they do not serve alcohol during the summer.

Mr. Jacobson was concerned that a patron may be asked to confirm their identity by signing their signature and allow the employees to compare the signature with the signature on the identification as a check for authenticity. He stated that they may want to reconsider this carding policy. Mr. Rich replied requesting a signature would be in addition to other checks an employee would have to make in order to accept the identification.

Mr. Jacobson liked that they do not accept the vertical identification under any circumstance.

Mr. Austin asked about other employees certifications and if he is aware of the certified training requirement. Mr. Rich replied yes. He stated that once he takes over he will interview the existing staff and decide if he will keep them on and will provide any current or new employee certifications to the Village.

Mr. Austin cautioned Mr. Rich on consumption of liquor by patrons at the simulators.

Chairman Strelau asked Mr. Rich if he was aware of any violations at any of the facilities in which he had liquor handling experience. Mr. Rich replied he was unaware of any violations.

Chairman Strelau noted at times with the six simulators occupied the facility is full. She asked how many employees are generally staffed during their busy season. Mr. Rich replied on a busier Friday or Saturday they will have two staff members on the floor.

Chairman Strelau asked if the two on staff will monitor golfers and if they are also manning the kitchen. Mr. Rich replied that the foods offered are prepared. He stated that they have food that needs to be heated up. He stated one person will work behind the counter and the other will service the facility

Chairman Strelau reminded Mr. Rich to keep an eye on the facility. She stated that there is a potential for adults sharing drinks with minors. She cautioned him and suggested he be diligent and set the tone that liquor service is important. She felt they may have a good deal of work keeping track of patrons.

Ms. Fregeau asked how many can be in the simulator at a time. Mr. Rich replied there are groups with a maximum of four at each at any given time. Ms. Fregeau stated that there could potentially 24 patrons monitored by two employees which concerned her.

Ms. Fregeau asked how guests are greeted and then registered. Mr. Rich replied that a group would come in and get taken to their simulator station and set up by an employee. Ms. Fregeau asked how two people will be responsible for registering, setting up and serving patrons. Mr. Rich stated the employee will get them set up on the range for warm up. He stated that once they are situated, the employee goes back to serve the patrons. Mr. Rich noted that they offer snacks and that the main activity is golf not eating or drinking. He stated that they will offer simple foods to go with having the liquor. Mr. Rich stated that if the facility gets busier and they need additional staff, he would hire more on.

Ms. Fregeau asked Mr. Rich how many hours a week he will be at the facility. Mr. Rich replied 50+ hours a week.

Chairman Strelau asked staff for recommendations or comments pertinent to this application. Ms. Kuchynka replied that issuance of the license is contingent upon receipt of satisfactory background checks, a revised Certificate of Occupancy, the annual fee, dram shop insurance, the signed assumption of lease, and employee certifications.

Chairman Strelau asked for comments from the public. There were none.

Hearing the testimony given in this case, Chairman Strelau asked for a recommendation from the Commission concerning its finding of "qualified" or "not qualified" with respect to the applicant with regard to their Class "REC-2" liquor license application.

MR. AUSTIN MOVED TO FIND KR GOLF INCORPORATED D/B/A BOGIES INDOOR GOLF LOCATED AT 2091 W. 63RD STREET QUALIFIED FOR A CLASS "REC-2", BEER AND WINE, ON-PREMISE CONSUMPTION LIQUOR LICENSE. MS. FREGEAU SECONDED.

VOTE:	**Aye:**	Mr. Austin, Ms. Fregeau, Mr. Jacobson, Chairman Strelau
	Nay:	None
	Abstain:	None

MOTION CARRIED: 4:0:0

Motion carried.

IV. NEW BUSINESS

Chairman Strelau asked if there was any discussion, update from staff or comments from the Commission regarding any new business.

Ms. Kuchynka advised that license renewal applications went out Tuesday. She stated that a letter was also sent to licensees for a mandatory seminar conducted by the Illinois Liquor Control Commission. She stated that the ILCC will cover State law and offer a free BASSET training certification class. Ms. Fregeau expressed interest in the meeting and asked if the Liquor Commission could attend. Ms. Kuchynka replied that she would ask her contact at the ILCC and, if so, she would provide information on how to register or could sign them up. She stated that the seminar will be held Monday, June 6th at 10 a.m. in Wheaton.

Chairman Strelau asked how the ILCC will communicate the laws for each municipality. Ms. Kuchynka stated that they will cover the State law and licensees will be directed to contact staff for more specific laws of each home rule municipality. Ms. Fregeau suggested that staff have a cheat sheet available for local licensees.

Chairman Strelau asked how extensive the differences were of local liquor laws from state laws. Ms. Kuchynka replied hours of operation, happy hour, age of servers. Ms. Kuchynka noted that staff is drafting changes to the local happy hour regulations which will eventually be in line with the State.

Chairman Strelau asked about the legality of video gambling. Ms. Kuchynka replied video gambling is not allowed throughout Downers Grove regardless if an establishment is licensed to sell liquor or not.

Chairman Strelau suggested that information on local regulations go out in the next newsletter.

V. OLD BUSINESS

Chairman Strelau asked if there was any discussion, update from staff or comments from the Commission regarding any old business.

Ms. Kuchynka stated that fines were issued concerning the most recent control buy failures and noted the findings and orders were contained in the month end report. Ms. Kuchynka noted that licenses will not be renewed until all fines have been paid.

Ms. Fregeau asked about the powdered alcohol laws. Ms. Kuchynka replied that the State of Illinois bans the sale of it. She stated Naperville adopted further laws that people cannot possess it.

Ms. Kuchynka was uncertain if there would be a June meeting.

VI. COMMENTS FROM THE PUBLIC

There were none.

VII. ADJOURNMENT

Concluding business for the evening, Chairman Strelau called for a motion to adjourn. Ms. Fregeau moved to adjourn the May 5, 2016 meeting. The meeting was adjourned by acclimation at 7:28 p.m.

Village of Downers Grove
Report for the Liquor Commission
June 2, 2016 Agenda

Subject:	Type:	Submitted By:
Licensee: Giordano's Address: 5115 Main Street	Violation: 3-25(a) Sale of Liquor to a Minor	Carol Kuchynka Liaison to the Liquor Commission

Item

The licensee has been charged with a violation of Section 3-25(a) of the Liquor Control Ordinance which prohibits the sale of alcohol to a minor.

Notice

Notice of this hearing (attached) was served upon the Licensee by certified mail to its registered agent and by personal delivery to the manager of the licensed premises.

General Information

Licensee: CMJ, Inc.
d/b/a Giordano's
5115 Main Street
Downers Grove, IL 60515

Registered Agent: John Nikolopoulos

Manager: Mr. Constantinos Alexakos

Date License Issued: December 28, 1999

History

See attached Control Buy Record

Aggravating Circumstances

None

Recommendation

Based upon testimony presented at the June 2, 2016 disciplinary hearing staff requests the following:

A recommendation from the Commission concerning its finding of "guilty" or "not guilty" of a violation of Section 3.25(a) of the Liquor Control Ordinance.

Village of Downers Grove
Control Buy Attempt Record

Giordano's
5115 Main Street

Class: R-2 License Issued: 12/28/99

Control Buy Passed	Control Buy Fail	Suspension Dates	Fee Paid	Fine Paid
01/06/00				
03/13/01				
02/07/02				
	03/20/03	(3) 06/09/03-06/12/03	$680.00 √	$1,000.00 √
05/27/03 (R)				
11/12/03				
04/19/05				
04/18/06				
05/31/07				
04/14/08				
06/24/09				
09/03/09				
02/22/11				
05/02/12				
04/24/13				
05/21/14				
05/12/15				
	05/05/16	PENDING	PENDING	PENDING

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801 Burlington Avenue
Downers Grove
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TDD 630.434.5511
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FIRE DEPARTMENT ADMINISTRATION
5420 Main Street
Downers Grove
Illinois 60515-4834
630.434.5980
FAX 630.434.5998

POLICE DEPARTMENT
825 Burlington Avenue
Downers Grove
Illinois 60515-4783
630.434.5600
FAX 630.434.5690

PUBLIC WORKS DEPARTMENT
5101 Walnut Avenue
Downers Grove
Illinois 60515-4046
630.434.5460
FAX 630.434.5495

NOTICE OF HEARING

May 17, 2016

Mr. John Nikolopoulos
Registered Agent for CMJ, Inc.
8029 W. Berwyn
Chicago, IL 60656

Re: Liquor License No. LQ-000049; CMJ, Inc. d/b/a Giordano's, 5115 Main Street, Downers Grove, Illinois

Dear Mr. Nikolopoulos:

You are hereby notified as the Registered Agent of a Class "R-2" Liquor License No. LQ-000049 of the Village of Downers Grove, that the Liquor Commission shall hold a public hearing on Thursday, June 2, 2016 at 6:30 p.m. in the Council Chambers of the Downers Grove Village Hall.

The purpose of the hearing will be to determine whether the said liquor license held by CMJ, Inc. should be revoked, fined and/or suspended by reason of the alleged sale of alcoholic liquor (a bottle of Samuel Adams beer) by employee, Julie Parison, on Thursday, May 5, 2016 at approximately 5:15 p.m., to A.A., a person under the age of twenty-one (21) years, in violation of Section 3-25 of the Downers Grove Municipal Code and Ill. Comp. Stat., Ch. 235, Sec. 5/6-16. At the hearing the licensee will be given the opportunity to appear and defend against such charge.

Prior to the date of the hearing, you or your attorney, if any, should contact the undersigned at (630) 434-5504, to discuss necessary procedures at the hearing.

Sincerely,

VILLAGE OF DOWNERS GROVE

Dawn C. Didier
Village Prosecutor

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5101 Walnut Avenue
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Illinois 60515-4046
630.434.5460
FAX 630.434.5495

NOTICE OF HEARING

May 17, 2016

Giordano's
Mr. Constantinos Alexakos, Liquor Manager
5115 Main Street
Downers Grove, IL 60515

Re: Liquor License No. LQ-000049; CMJ, Inc. d/b/a Giordano's, 5115 Main Street, Downers Grove, Illinois

Dear Mr. Alexakos:

You are hereby notified as the Liquor Manager of a Class "R-2" Liquor License No. LQ-000049 of the Village of Downers Grove, that the Liquor Commission shall hold a public hearing on Thursday, June 2, 2016, at 6:30 p.m. in the Council Chambers of the Downers Grove Village Hall.

The purpose of the hearing will be to determine whether the said liquor license held by CMJ, Inc. should be revoked, fined and/or suspended by reason of the alleged sale of alcoholic liquor (a bottle of Samuel Adams beer) by employee, Julie Parison, on Thursday, May 5, 2016 at approximately 5:15 p.m., to A.A., a person under the age of twenty-one (21) years, in violation of Section 3-25 of the Downers Grove Municipal Code and Ill. Comp. Stat., Ch. 235, Sec. 5/6-16. At the hearing the licensee will be given the opportunity to appear and defend against such charge.

Prior to the date of the hearing, you or your attorney, if any, should contact the undersigned at (630) 434-5504, to discuss necessary procedures at the hearing.

Sincerely,

VILLAGE OF DOWNERS GROVE

Dawn C. Didier
Village Prosecutor

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VILLAGE OF DOWNERS GROVE
REPORT FOR THE LIQUOR COMMISSION
JUNE 2, 2016 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Licensee: AC Hospitality, LLC D/B/A: Doubletree Suites Address: 2111 Butterfield Road	Application for Class H-1 liquor license	Carol Kuchynka Liaison to the Liquor Commission

REQUEST
The applicant is requesting a Class H-1 liquor license for Doubletree Suites located at 2111 Butterfield Road.

NOTICE
The request has been filed in conformance with applicable procedural and public hearing requirements.

GENERAL INFORMATION

Officer(s): Martin Pakideh, Managing Partner

Stockholder(s): AC Hospitality, LLC - 100%

Manager: Mr. Santhosh Pillai

Licensee: AC Hospitality, LLC d/b/a Doubletree Suites
2111 Butterfield Road
Downers Grove, IL 60515

PROPERTY INFORMATION

EXISTING LAND USE: Commercial
PROPERTY SIZE: (200,000 square feet)

ANALYSIS

Submittals
This report is based on the following documents, which are on file with the Legal Department:

1. Application for Liquor License
2. Lease
3. Menus
4. Floor Plans
5. Food & Beverage/Liquor Training Manual

Project Description
The applicant is requesting a Class H-1 liquor license for the operation of a hotel with banquet and dining facilities located at 2111 Butterfield Road.

Compliance with the liquor ordinance
The establishment is defined as:

Hotel. A building or group of buildings used in conjunction with one another as a lodging facility providing sleeping accommodations for compensation to travelers and guests, whether transient, permanent or residential and in which one hundred or more rooms are provided for such purpose.

License conditions

"H-1" Hotel licenses shall authorize the retail sale of alcoholic liquor for consumption on the premises of a hotel as defined herein, and the retail packaged sale of beer and wine in original packages to hotel patrons. This shall include sales occurring at facilities, or as part of activities, normally operated as an integral part of the hotel, such as, but not necessarily limited to, restaurants, cocktail lounges, room service and banquets. Provided, the licensed premises shall have at least one restaurant with a seating capacity of not less than one hundred twenty-five (125) operated as an integral part of the hotel.

Public Safety Requirements
Fire Prevention and Community Development Department will need to conduct a walkthrough of the facility. A Certificate of Occupancy for new construction has been applied for and is pending/is valid. Health Department approval is/is not required.

Factors Affecting Finding or Recommendation
Annual fee, satisfactory background checks, Certificate of Occupancy, executed lease and dram shop insurance.

Recommendation

Based upon testimony presented at the June 2, 2016 application hearing, if said application is consistent with the Liquor Code and meets the criteria of the classification, staff requests the following:

A recommendation from the Commission concerning its finding of "qualified" or "not qualified" with regard to their Class H-1 liquor license application, along with any conditions and/or restrictions with respect to this applicant.

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Fire Department Administration
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630.434.5980
FAX 630.434.5998

Police Department
825 Burlington Avenue
Downers Grove
Illinois 60515-4783
630.434.5600
FAX 630.434.5690

Public Works Department
5101 Walnut Avenue
Downers Grove
Illinois 60515-4046
630.434.5460
FAX 630.434.5495

May 24, 2016

Mr. Santhosh Pillai
Cicero Hospitality Group
38500 Woodward Ave., Suite 300
Bloomfield Hills, MI 48304

RE: Application for Class H-1 Liquor License
Doubletree Suites
2111 Butterfield Road, Downers Grove, IL 60515

Dear Licensing:

The Liquor Commission of the Village of Downers Grove will meet on Thursday, June 2, 2016, at 6:30 p.m. in the Village Hall Council Chambers to consider applications for liquor licenses. A public hearing will be held on your application as a part of this meeting.

I encourage you to attend this public hearing at which time you will have an opportunity to comment in support of your application. In addition, the Liquor Commission will be particularly interested in examining your liquor handling manual and in hearing about your floor plan and training procedures as they relate to the sale of alcoholic beverages.

You may withdraw your application at any time prior to the public hearing.

If you have any questions, please contact me at (630) 434-5542.

Very truly yours,

Carol Kuchynka
Liaison to the Liquor Commission

VILLAGE OF DOWNERS GROVE

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VILLAGE OF DOWNERS GROVE, ILLINOIS
APPLICATION FOR LIQUOR LICENSE

Date: 05/06/16

Application is hereby made to the Local Liquor Commissioner of the Village of Downers Grove for issuance of a Class H-1 liquor license, pursuant to the ordinances of the Village and laws of the State of Illinois. In support of said application the following is submitted:

1. GENERAL INFORMATION

1.1 Applicant:

Name: AC Hospitality, LLC Phone: (630) 971-2000

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

1.2 Status:

__ Individual(s) or Sole Proprietorship
__ Corporation
X Limited Liability Corporation
__ Partnership
__ Club
__ Other (explain) _____

1.3 Liquor Manager:

Name: Santhosh Pillai Phone: (

Addres

Driver's License No. Social Sec. No.

Date of Birth 1975 Place of Birth , USA

2. PREMISES

Doing Business As Doubletree Downers Grove Phone: (630) 971-2000

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

2.2 Does Applicant beneficially own the premises for which a license is sought? __ Yes X No

a. If yes, Applicant must attached proof of ownership. (i.e. title policy)

b. If Applicant is not the beneficial owner of the premises, does Applicant have a lease thereon for the full period for which the license is to be issued? __ Yes X No - If yes:

i. A copy of lease must be attached; and,
ii. Identify the owner or rental agent for the property:

Name: _____ Phone: _____

Address: _____

2.3 Are the premises located within one hundred feet of any church, school, hospital, home for aged or indigent persons or for veterans, their spouses or children or any military or naval stations. __ Yes X No

2.4 State the anticipated date of occupancy. 06/06/16

3. CORPORATION

This section must be completed by authorized agent of any corporate Applicant. If Applicant is a partnership, skip section 3 and go to section 4. If Applicant is neither a corporation nor a partnership, skip sections 3 and 4 and go to section 5.

3.1 Applicant was incorporated under the laws of the State of _____ on the _____ day of _____, A.D., _____.

3.2 If Applicant was not incorporated under the laws of the State of Illinois, is Applicant a foreign corporation qualified under the "Business Corporation Act of 1983" to transact business in the State of Illinois? Yes __ No __

3.3 **Registered Agent:**

Name: _____ Phone: _____

Address: _____

3.4 Corporate Applicants must complete and attach DG LIQ-FORM 2/OFFICERS and DG LIQ-FORM 3/SHAREHOLDERS.

4. PARTNERSHIP/LIMITED LIABILITY CORPORATION

This section must be completed by authorized agent of any partnership or limited liability corporation Applicant. If Applicant is not a partnership or limited liability corporation, skip to Section 5.

4.1 Applicant was formed under the laws of the State of DE on the 6 day of May, 2014, A.D., ____.

4.2 Is Applicant a limited partnership pursuant to the Illinois Revised Uniform Limited Partnership Act? Yes_ No X

4.3 If Applicant was not formed under the laws of the State of Illinois, is Applicant a foreign partnership qualified under the Illinois Uniform Partnership Act or the Illinois Uniform Limited Partnership Act, as now or hereafter amended, to transact business in the State of Illinois? Yes X No ___

4.4 Registered Agent: Not Applicable ___

Name: Harvard Business Services Phone: 1800-345-2677

Address: 16192 Coastal Highway Lewes, DE 19958

4.5 **General Partner:** Not Applicable X (Note: if there is more than one general partner, include that general partner who is to be primarily responsible for operation of the licensed premises.)

Name: _____ Phone: _____

Address: _____

4.6 **Managing Partner:** Not Applicable ____ (Note: if there is more than one managing partner, include that managing partner who is to be primarily responsible for operation of the licensed premises.)

Name: Martin Pakideh Phone: ___

Address: ___

4.7 Partnership Applicants must complete and attach DG LIQ-FORM 3/SHAREHOLDERS and DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION.

5. SOLE PROPRIETORSHIP *Skip to Section 6.*

NOTE: Pursuant to 235 ILCS 5/6-2 (1) Sole proprietor must be resident of the Village in which the premises covered by the license is located. Pursuant to 235 ILCS 5/6-2 (3) Sole proprietor must be a citizen of the United States.

6. QUALIFICATIONS (This section to be completed by all applicants.)

6.1 Has any liquor license issued to the applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS, or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION ever been fined, revoked or suspended?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.2 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, ever been convicted of violating any Federal or State law concerning the manufacture, possession or sale of alcoholic liquor, or forfeited their bond for failure to appear in court to answer charges for any such violation?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.3 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, ever been convicted of a felony under Federal or State law?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.4 Is Applicant the beneficial owner of the business to be operated?

X Yes ___ No

6.5 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, been convicted of a gambling offense in violation of Sections 28-1(a)(3) through (a)(10), or Section 28-3, of the Illinois Criminal Code (ILL. REV. STAT., ch. 38), as heretofore or hereafter amended.

X No

___ Yes

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.6 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, been issued a federal wagering stamp by the federal government for the current tax period? ___ Yes X No If yes, provide details:

_____

_____

6.7 Has a federal wagering stamp has been issued by the federal government for the current tax period for the premises for which a license is sought? ___ Yes X No If yes, provide details:

_____

_____

6.8 Is applicant a citizen of the United States?

___ Yes ___ No X Not Applicable - Applicant is a corporation or partnership

6.9 Is applicant a resident of Downers Grove?

___ Yes ___ No X Not Applicable - Applicant is a corporation or partnership

7. SUBMITTALS

7.1 In addition to this application form the following are submitted as applicable:

___ DG LIQ-FORM 1/Liquor Manager
___ DG LIQ-FORM 2/Officers & Directors (for each Officer/Director, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 3/Stockholders (for each Stockholder, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 4/Partnership/Limited Liability Corporation (for each Partner, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 5/Declaration
___ DG LIQ-FORM 6/Outdoor Sales Application (If applicable)
___ DG LIQ-FORM 7/Certifications
___ *Articles of Incorporation (If applicable)*
___ *Proof of ownership of premises (i.e. title report)*
___ *Lease-If premises not beneficially owned by Applicant (for the full period for which the license is to be issued)*
___ *Floor Plan, as required for any premises to be licensed for sale of alcoholic liquor for consumption on the premises, drawn to scale, and with sufficient detail to depict types of seating, location of bars and other design features.*
___ *Employee liquor handling training manual*
___ *Application fee*
___ *Certificate of Insurance*
___ *Menu (If applicable)*
___ *Reduced Menu -after regular menu hours (If applicable)*

7.2 Applicant understands and agrees that additional information and material may be required during the processing of this application related to applicant's qualifications, the information provided herein, including attachments, and the class of license involved. Applicant agrees to provide such additional information and material and that failure to do so may delay the processing of this application or result in its denial.

7.3 In the event Applicant is made aware that any information or document submitted as part of this application process is inaccurate or incomplete, Applicant agrees to immediately notify the Village and provide appropriate corrections. Applicant understands and agrees to provide such additional information and material, and that failure to do so may delay the processing of this application or result in its denial.

THE UNDERSIGNED, BEING DULY SWORN, DOES STATE AS FOLLOWS:

A. THAT THE UNDERSIGNED IS EMPOWERED TO PREPARE AND SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT.

B. THAT THE UNDERSIGNED HAS REVIEWED THIS APPLICATION, AND ALL ATTACHMENTS AND SUBMITTALS, AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE.

APPLICANT:

AC Hospitality, LLC
Name of Corporation/Partnership/LLC/Sole Proprietorship

BY: Santhosh Pillai
Print Name

Sign Name

TITLE: VP of Operations

Subscribed and sworn to before me this 10th day of May, 2016.

Cindy L Mahanna
Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

VILLAGE OF DOWNERS GROVE, ILLINOIS
LIQUOR MANAGER APPLICATION

1. **Name of Liquor License Applicant/Holder:** AC Hospitality

Doing Business As: Doubletree Downers Grove

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

Phone: (630) 971-2000 Liquor License Number: _____

2. **Manager:** Santhosh Pillai Phone: ( ) _____
(First) (Middle) (Last)

Residence Address: _____
(Street Address) (City) (State) (Zip)

If less than one year, previous residence: _____

Citizenship: USA If naturalized, date/place of naturalization: _____

Date of Birth: 1975 Place of Birth: USA

Social Security #: _____ Driver's License # and State: _____

Number of hours per week of employment (35 minimum) 60

3. **Liquor Handling Experience**
Name and address (city, state) of any other liquor establishment in which you have been employed, position held and dates of employment experience:

Hilton Palm Beach Hotel
150 Australian Ave West Palm Beach, Fl 33406
2008 - Current

I certify I have never been convicted of a felony, misdemeanor or licensing ordinance violation.

SIGNATURE OF MANAGER S. P. Date 5/9/16

Return to: Liaison to the Liquor Commission
VILLAGE OF DOWNERS GROVE
801 Burlington Avenue
Downers Grove, IL 60515

VILLAGE OF DOWNERS GROVE, ILLINOIS
LIQUOR LICENSE APPLICATION
PARTNERSHIP/LIMITED LIABILITY CORPORATION FORM

Applicant: AC Hospitality

The following is a listing of:

a. All general partners of any Applicant partnership formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended; and,

b. All limited partners owning, directly or indirectly, five (5%) or more of the aggregate limited partnership interest of any Applicant partnership formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended; and,

c. All general or managing partners of any Applicant partnership which is not formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended.

Applicant: AC Hospitality
By: Martin Pakideh
Corporate Title: Managing Partner
Date: 05/06/16

Name: Martin Pakideh
Address: _
Social Sec. # _ Driver's License # _ Date of Birth: 175
General Partner _____ Limited Partner _____ Managing Partner X Ownership Interest: 100%

Name and address of any other liquor establishment in which you have held an ownership interest or have operated. Please include the name of the entity issuing the liquor license for the establishment, the liquor license number, the date the license was issued and its date of expiration.

Hilton Palm Beach Airport 150 Australian Ave, WPB FL 33406 - Shiraz INC - BFV 6006361 (Attach completed Background Check Waiver)
Issued: 03/27/16 Exp: 03/31/17

Name: _____
Address: _____
Social Sec. # _____ Driver's License # _____ Date of Birth: _____
General Partner _____ Limited Partner _____ Managing Partner _____ Ownership Interest: _____

Name and address of any other liquor establishment in which you have held an ownership interest or have operated. Please include the name of the entity issuing the liquor license for the establishment, the liquor license number, the date the license was issued and its date of expiration.

_____

_____ (Attach completed Background Check Waiver)

VILLAGE OF DOWNERS GROVE, ILLINOIS
BUSINESS ACTIVITY DECLARATION

1. **Name of Liquor License Applicant/Holder:** AC Hospitality

Doing Business As: Doubletree Downers Grove

Address: 2111 Butterfield Rd. Downers Grove IL, 60515

Phone: (630) 971-2000

License Class: H-1

2. **Main or Principal Business to be conducted by the Applicant on the premises stated above:**

Hotel Full Alcohol

wherein the following of the business is devoted to the sale/service of:

(50 %) Food

(25 %) Alcohol

(25 %) Non-alcoholic beverages

(%) Other - List:

Full Service Restaurant, Banquet, Hotel lounge

THE UNDERSIGNED, BEING DULY SWORN, DOES STATE AS FOLLOWS:

A. THAT THE UNDERSIGNED IS EMPOWERED TO PREPARE AND SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT.

B. THAT THE UNDERSIGNED HAS REVIEWED THIS DECLARATION AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE.

APPLICANT:

AC Hospitality, LLC

Name of Corporation/Partnership/LLC/Sole Proprietorship

BY: [signature]

NAME: Sanjeev Patel

TITLE: VP of Operations

Subscribed and sworn to before me this 10 day of May, 2016.

[signature]

Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

VILLAGE OF DOWNERS GROVE, ILLINOIS
CERTIFIED EMPLOYEE DECLARATION

I, Santhosh Pillai, DO HEREBY CERTIFY THAT I am the
Print Name

VP of Operations of AC Hospitality and I DO
Corporate title/Position *Corporation*

HEREBY FURTHER CERTIFY THAT the attached document is a true, correct and complete list of current employees who serve, sell or distribute alcoholic liquor of Doubletree Downers Grc
d/b/a

located at 2111 Butterfield Rd, Downers Grove, Illinois.
Business Address

I DO HEREBY FURTHER CERTIFY THAT the attached copies of training certificates are true, correct and valid copies of the training certifications for each of the employees.

Date: 5/10/16

Signature

Subscribed and sworn to before me this 10th day of May, 2016.

Cindy L Mahanna
Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

Attachments:
Employee list
Certifications

1-16
I\mw\liquor\\Attest-Certs

DoubleTree Suites by Hilton Chicago / Downers Grove

Employee	Position	Certification Type	Certificate Number	Issued	Expiration
Alarcon, Jessie	Food & Beverage Director	Server Seller BASSET	24024:20323408	5/20/2016	5/20/2019
Baiocchi, Alex	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744339	5/29/2015	5/29/2018
Bravo, Gustavo	Banquet Food Server	BASSET		5/15/2016	5/15/2019
Brooks, Dustin	Food & Beverage Manager	BASSET		5/10/2016	5/10/2019
Bruzga, Neringa	Food & Beverage Manager	BASSET		5/9/2016	5/9/2019
Carmona, Rogelio	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744346	5/29/2015	5/29/2018
Delgado, Javier	Dining Room Server	Server Seller BASSET	24024:20744353	5/31/2015	5/31/2018
Diaz, Maria G	Banquet Food Server	BASSET	5A-0110606	4/27/2016	4/27/2019
Duran, Reyna	Banquet Food Server	BASSET		4/16/2008	none
Elmazi, Dritan	Banquet Food Server	BASSET	24024:21095659	5/18/2016	5/18/2019
Garcia, Alejandro	Dining Room Server	TIPS	24024:20744367	6/25/2015	6/25/2018
Hernandez, Arturo	Banquet Food Server	BASSET		2/23/2013	none
Kennedy, Edita	Lounge Bartender	Server Seller BASSET	5A-0079696	3/10/2016	3/10/2019
Khan, Asif	Catering Attendant	BASSET		5/10/2016	5/10/2019
Malonson, Monserrat	Banquet Food Server	BASSET		10/18/2015	10/18/2018
Mei, Thomas	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744381	5/29/2015	5/29/2018
Melchor, Maria Guadalupe	Room Service Server	Server Seller BASSET	24024:20744388	5/29/2015	5/29/2018
Navarrette, Alicia	Banquet Food Server	BASSET		5/10/2016	5/10/2019
Nguyen, True	Room Service Server	Server Seller BASSET	24024:20744395	6/25/2015	6/25/2018
Notarus, Melissa	Lounge Bartender	BASSET		1/21/2014	none
Orizaba, Rosa	Dining Room Server	Server Seller BASSET	24024:20744402	5/26/2015	5/26/2018
Rivera, Raymond	Banquet Food Server	BASSET		6/4/2015	6/4/2018
Salazar, Adelaida	Banquet Food Server	Seller Server BASSET	24024:20744430	5/31/2015	5/31/2018
Salgado, Tina	Banquet Food Server	Server Seller BASSET	24024:20744437	6/18/2015	6/18/2018
Segretto, Laura	Banquet Food Server	Server Seller BASSET	24024:20744444	6/3/2015	6/3/2018
Shaikh, Mohammad	Lounge Bartender	Server Seller BASSET	24024:20744451	5/27/2015	5/27/2018
Sokolovski, Dragi	Banquet Bartender	TIPS	4159130	12/30/2015	12/30/2018
Sorensen, Jane	Banquet Food Server	Seller Server BASSET	24024:20744458	5/27/2015	5/27/2018
Suarez, Gabriela	Banquet Food Server	BASSET		5/20/2016	5/20/2019
Suarez, Socorro	Room Service Server	Server Seller BASSET	24024:20774138	5/14/2015	5/14/2018
Termunde, Eileen	Banquet Food Server	Server Seller BASSET	24024:20744472	5/28/2015	5/28/2018
Torres, Maria Elena	Banquet Food Server	TIPS	24024:20789258	5/26/2015	5/26/2018

BASSETPermit.com™

Illinois Alcohol Seller/Server Training & Food Handler

This Certificate of Completion is to Certify that

Jessie Alarcon

has met all training requirements and successfully completed the following course and/or exam.

Illinois BASSET Responsible Beverage Server Training

Date of Completion: May 20, 2016
Expiration Date: May 20, 2019
unless otherwise mandated by your local jurisdiction

State Student ID: 31416
Course/Exam Provider Number: 5A-0079696

BASSETpermit.com is approved by the Illinois Liquor Control Commission. Your training information has been submitted to the Illinois Liquor Control Commission. This is a temporary certificate and your official BASSET certification card will be mailed to you directly from them.

Kelly Bailey

Authorized Signature

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

CERTIFICATE OF COMPLETION

No: **24024:20744339**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 06/15/1961
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

ALEX BAIOCCHI
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

This document is printed on security paper. UNOFFICIAL COPY appears when photocopied.

Dear ALEX BAIOCCHI,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 06/15/1961
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

This document is printed on security paper. UNOFFICIAL COPY appears when photocopied.

BASSETPermit.com™

Illinois Alcohol Seller/Server Training & Food Handler

This Certificate of Completion is to Certify that

Gustavo Bravo

has met all training requirements and successfully completed the following course and/or exam.

Illinois BASSET Responsible Beverage Server Training

Date of Completion: May 15, 2016
Expiration Date: May 15, 2019
unless otherwise mandated by your local jurisdiction

State Student ID: 31243
Course/Exam Provider Number: 5A-0079696

BASSETpermit.com is approved by the Illinois Liquor Control Commission. Your training information has been submitted to the Illinois Liquor Control Commission. This is a temporary certificate and your official BASSET certification card will be mailed to you directly from them.

Kelly Bailey

Authorized Signature

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

BASSETPermit.com™

Illinois Alcohol Seller/Server Training & Food Handler

This Certificate of Completion is to Certify that

Dustin Brooks

has met all training requirements and successfully completed the following course and/or exam.

Illinois BASSET Responsible Beverage Server Training

Date of Completion: May 10, 2016
Expiration Date: May 10, 2019

State Student ID: 31049
Course/Exam Provider Number: 5A-0079696

BASSETpermit.com is approved by the Illinois Liquor Control Commission. Your training information has been submitted to the Illinois Liquor Control Commission. This is a temporary certificate and your official BASSET certification card will be mailed to you directly from them.

Kelly Bailey

Authorized Signature

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

BASSET Card

STATE OF Illinois
LIQUOR CONTROL COMMISSION

May 12, 2016

Letter ID: L0128055696

NERINGA BRUZGA
6554 S.HOMAN AVE
CHICAGO IL 60629

License No.:	5A-0079696
Expiration Date:	5/9/2019
License Type:	Basset Card

Your "Student ID number" is: 31017

Your "Trainer's ID number" is: 5A-0079696

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS
EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 5/9/2016 Expires: 5/9/2019
Trainer's IL Liquor License Number: 5A-0079696
NERINGA BRUZGA
6554 S.HOMAN AVE
CHICAGO IL 60629

Card is not transferrable

LCCB-01 (N-01/15)

CERTIFICATE OF COMPLETION

No: **24024:20744346**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 07/25/1972
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

ROGELIO CARMONA
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear ROGELIO CARMONA,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 07/25/1972
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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CERTIFICATE OF COMPLETION

No: **24024:20744353**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 08/12/1975
Expiration Date: 05/31/2018

Seller Server
Alcohol Certification Courses

JAVIER DELGADO
2111 BUTTERFIELD ROAD
ATTN: JENNIFER IRBY
DOWNERS GROVE, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear JAVIER DELGADO,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 08/12/1975
Expiration Date: 05/31/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

This document is printed on security paper. UNOFFICIAL COPY appears when photocopied.

BASSET Card

May 3, 2016

Letter ID: L0085898128

MARIA DIAZ
29W769 HURLINGHAM DR.
WARRENVILLE IL 60555

License No.: 5A-0110606
Expiration Date: 4/27/2019
License Type: Basset Card

Your "Student ID number" is: 9748224

Your "Trainer's ID number" is: 5A-0110606

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 4/27/2016 Expires: 4/27/2019
Trainer's IL Liquor License Number: 5A-0110606
MARIA DIAZ
29W769 HURLINGHAM DR.
WARRENVILLE IL 60555

****Card is not transferrable****

This is to certify that

Reyna Duran

07-05-78

on

03-12-13

has successfully completed a seminar in

ALCOHOL SELLER & SERVER EDUCATION TRAINING

State of Illinois Certified BASSET Program

13-5A-70464

Mark English

ILCC Certification #

Instructor

CERTIFICATE OF COMPLETION

No: **24024:21095659**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE – ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 11/23/1970
Expiration Date: 05/18/2019

SellerServer
Alcohol Certification Courses

DRITAN ELMAZI
1496 CLUB DRIVE
GLENDALE HEIGHTS, IL 60139

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear DRITAN ELMAZI,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course – Online Course

Here is some important data for your records

Date Of Birth: 11/23/1970
Expiration Date: 05/18/2019

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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CERTIFICATE OF COMPLETION

No: **24024:20744367**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 07/11/1966
Expiration Date: 06/25/2018

SellerServer
Alcohol Certification Courses

ALEJANDRO GARCIA
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

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Dear ALEJANDRO GARCIA,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 07/11/1966
Expiration Date: 06/25/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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FOODSERVICE EDUCATIONAL SEMINARS

4723 W. BELMONT AVE – CHICAGO, IL 60641
(773) 427-9500 FAX (773) 427-9522

CERTIFICATE OF COMPLETION

ARTURO HERNANDEZ
has successfully completed all requirements for passing the
Beverage Alcohol Sellers and Servers Education and Training (BASSET) Exam

Date: February 22, 2013

Lea Stanes

Lea Stanes Instructor

BASSET Card

STATE OF Illinois
LIQUOR CONTROL COMMISSION

March 17, 2016

Letter ID: L1699089040

EDITA KENNEDY
2111 BUTTERFIELD RD
DOWNERS GROVE IL 60515

License No.: 5A-0079696
Expiration Date: 3/10/2019
License Type: Basset Card

Your "Student ID number" is: 29265

Your "Trainer's ID number" is: 5A-0079696

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page)

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS
EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 3/10/2016 Expires: 3/10/2019
Trainer's IL Liquor License Number: 5A-0079696

EDITA KENNEDY
2111 BUTTERFIELD RD
DOWNERS GROVE IL 60515

Card is not transferrable

BASSET Card

STATE OF Illinois
LIQUOR CONTROL COMMISSION

May 12, 2016

Letter ID: L0341965200

ASIF KHAN
2111 BUTTERFIELD RD
DOWNERS GROVE IL 60515

License No.: 5A-0079696
Expiration Date: 5/10/2019
License Type: Basset Card

Your "Student ID number" is: 31053

Your "Trainer's ID number" is: 5A-0079696

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 5/10/2016 - Expires: 5/10/2019
Trainer's IL Liquor License Number: 5A-0079696
ASIF KHAN
2111 BUTTERFIELD RD
DOWNERS GROVE IL 60515

****Card is not transferrable****

LCCB-01 (N-01/15)

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 10/18/2015 Expires: 10/18/2018
Trainer's IL Liquor License Number: 5A-0110606

MONSERRAT MALONSON
3231 S 54TH AVE
CICERO IL 60804

****Card is not transferrable****

P-000030

Your "Student ID number" is: 9140363

CERTIFICATE OF COMPLETION

No: **24024:20744381**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 07/21/1974
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

THOMAS MEI
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60151

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

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Dear THOMAS MEI,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 07/21/1974
Expiration Date: 05/29/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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CERTIFICATE OF COMPLETION

No: **24024:20744388**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE – ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 03/11/1970
Expiration Date: 05/29/2018

SellerServer
Alcohol Certification Courses

MARIA MELCHOR
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60151

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear MARIA MELCHOR,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course – Online Course

Here is some important data for your records

Date Of Birth: 03/11/1970
Expiration Date: 05/29/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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BASSET Card

STATE OF Illinois
LIQUOR CONTROL COMMISSION

May 12, 2016

Letter ID: L2086795664

ALICIA NAVARRETTE
8812 OZARK AVE.
MORTON GROVE IL 60053

License No.:	5A-0079696
Expiration Date:	5/10/2019
License Type:	Basset Card

Your "Student ID number" is: 31064

Your "Trainer's ID number" is: 5A-0079696

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 5/10/2016 Expires: 5/10/2019
Trainer's IL Liquor License Number: 5A-0079696
ALICIA NAVARRETTE
8812 OZARK AVE.
MORTON GROVE IL 60053

****Card is not transferrable****

CERTIFICATE OF COMPLETION

No: **24024:20744395**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 05/18/1969
Expiration Date: 06/25/2018

Seller Server
Alcohol Certification Courses

TRUE NGUYEN
2111 BUTTERFIELD ROAD
ATTN: JENNIFER IRBY
DOWNERS GROVE, IL 06151

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear TRUE NGUYEN,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 05/18/1969
Expiration Date: 06/25/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 – Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS
EDUCATION AND TRAINING [BASSET] CARD

Trainer: 5A-88394 1/15/2014 Date Issued: 1/21/2014
Card Holder: MELISSA NOTARUS
Circular Bldg #6
Chicago, IL 60666

*****This card is not transferrable*****
$15 Replacement Fee if Lost

CERTIFICATE OF COMPLETION

No: **24024:20744402**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 06/14/1971
Expiration Date: 05/26/2018

SellerServer
Alcohol Certification Courses

ROSA ORIZABA
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 06515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear ROSA ORIZABA,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 06/14/1971
Expiration Date: 05/26/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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ILLINOIS LIQUOR CONTROL COMMISSION

100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601

BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 6/4/2015 Expires: 6/4/2018

Trainer's IL Liquor License Number: 5A-0080179

RAYMOND RIVERA

2111 BUTTERFIELD ROAD ATTN: JENNIFER IRBY

DOWNERS GROVE IL 60515

****Card is not transferrable****

CERTIFICATE OF COMPLETION

No: **24024:20744430**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 12/25/1968
Expiration Date: 05/31/2018

SellerServer
Alcohol Certification Courses

ADELAIDA SALAZAR
2111 BUTTERFIELD ROAD
ATTN: JENNIFER IRBY
DOWNERS GROVE, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

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Dear ADELAIDA SALAZAR,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 12/25/1968
Expiration Date: 05/31/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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CERTIFICATE OF COMPLETION

No: **24024:20744437**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 10/29/1967
Expiration Date: 06/12/2018

SellerServer
Alcohol Certification Courses

TINA SALGADO
2111 Butterfield Road
ATTN: Jennifer Irby, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

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Dear TINA SALGADO,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 10/29/1967
Expiration Date: 06/12/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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CERTIFICATE OF COMPLETION

No: **24024:20744444**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 04/21/1963
Expiration Date: 06/03/2018

SellerServer
Alcohol Certification Courses

LAURA SEGRETTO
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear LAURA SEGRETTO,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 04/21/1963
Expiration Date: 06/03/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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CERTIFICATE OF COMPLETION

No: **24024:20744451**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE – ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 10/28/1960
Expiration Date: 05/27/2018

SellerServer
Alcohol Certification Courses

MOHAMMAD SHAIKH
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear MOHAMMAD SHAIKH,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course – Online Course

Here is some important data for your records

Date Of Birth: 10/28/1960
Expiration Date: 05/27/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 12/30/2015 Expires: 12/30/2018
Trainer's IL Liquor License Number: 5A-0099847

DRAGI SOKOLOVSKI
1001 N LA GRANGE RD
LA GRANGE PARK IL 60526

****Card is not transferrable****

TIPS eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 12/30/2015 Expires: 12/30/2018
ID#: 4159130 D.O.B.: 6/7/1959

Dragi Sokolovski
Doubletree Suites Hotel & Conference Center
1001 N la Grange Rd
la Grange Park, IL 60526-1528

BASSET

CERTIFICATE OF COMPLETION

No: **24024:20744458**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 06/13/1960
Expiration Date: 05/27/2018

SellerServer
Alcohol Certification Courses

JANE SORENSEN
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

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Dear JANE SORENSEN,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 06/13/1960
Expiration Date: 05/27/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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BASSETPermit.com™

Illinois Alcohol Seller/Server Training & Food Handler

This Certificate of Completion is to Certify that

Gabriela Suarez

has met all training requirements and successfully completed the following course and/or exam.

Illinois BASSET Responsible Beverage Server Training

Date of Completion: May 20, 2016
Expiration Date: May 20, 2019
unless otherwise mandated by your local jurisdiction

State Student ID: 31413
Course/Exam Provider Number: 5A-0079696

BASSETpermit.com is approved by the Illinois Liquor Control Commission. Your training information has been submitted to the Illinois Liquor Control Commission. This is a temporary certificate and your official BASSET certification card will be mailed to you directly from them.

Kelly Bailey

Authorized Signature

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

CERTIFICATE OF COMPLETION

No: 24024:20774138

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE – ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 07/17/1973
Expiration Date: 05/14/2018

Seller Server
Alcohol Certification Courses

SOCORRO SUAREZ
30W140 MAPLEWOOD CT
WARRENVILLE, IL 60555

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

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Dear SOCORRO SUAREZ,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course – Online Course

Here is some important data for your records

Date Of Birth: 07/17/1973
Expiration Date: 05/14/2018

Seller Server
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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CERTIFICATE OF COMPLETION

No: **24024:20744472**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 03/02/1965
Expiration Date: 05/28/2018

SellerServer
Alcohol Certification Courses

EILEEN TERMUNDE
2111 Butterfield Road
ATTN: Jennifer Irby
Downers Grove, IL 60515

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

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Dear EILEEN TERMUNDE,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: 03/02/1965
Expiration Date: 05/28/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

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CERTIFICATE OF COMPLETION

No: **24024:20789258**

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE – ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: 03/06/1974
Expiration Date: 05/26/2018

SellerServer
Alcohol Certification Courses

MARIA ELENA TORRES
2448 S. DRAKE
CHICAGO, IL 60623

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT.
(PERJURY IS PUNISHABLE BY IMPRISONMENT, FINE OR BOTH)

By

(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

Dear MARIA ELENA TORRES,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course – Online Course

Here is some important data for your records

Date Of Birth: 03/06/1974
Expiration Date: 05/26/2018

SellerServer
Alcohol Certification Courses

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

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COMMERCIAL LEASE AGREEMENT

This Commercial Lease Agreement ("Agreement") is hereby entered into and agreed upon as of June ___, 2016 ("Effective Date"), by and between DG Hotels, LLC, a Florida limited liability company with a foreign entity registration for the State of Illinois, dated _____ (collectively, the "Lessor"), and AC Hospitality, LLC dba Doubletree Downers Grove, a Delaware limited liability company with a foreign entity registration for the State of Illinois, dated _____ (collectively, the "Lessee").

1. Leased Premises. Lessee shall lease from Lessor the area in the building consisting of the

hotel and restaurant, located at 2111 Butterfield Rd, Downers Grove, Illinois, 60515 (hereafter, the "Premises"), together with the right to use in common, with others entitled thereto, the restrooms, hallways, stairways, and elevators, necessary for access to the Premises.

2. Lease Term. The term of this lease shall begin as of the Effective Date, or date of possession,

whatever is later and shall continue in full force and effect, consistent with the term defined in the Management Agreement, including all renewals (the "Term"), unless otherwise terminated by either party for any reason or no reason upon seven (7) days written notice to the other.

3. Rental Rate; Security Deposit. Lessee shall pay Lessor , the sum of Ten Dollars ($10.00)

per month during the Term hereof. Upon the execution of this lease, the Lessee shall pay to the Lessor the amount of $100.00 dollars, which shall be held as a security for the Lessee's performance as herein provided and refunded to the Lessee at the end of this lease subject to the Lessee's satisfactory compliance with the conditions hereof.

4. Use of Leased Premises; Compliance with Laws. The Lessee shall use the leased premises

for the purpose of food and beverage services. The Lessee acknowledges that no trade or occupation shall be conducted in the leased premises or use made thereof which will be unlawful, improper,

noisy or offensive, or contrary to any law of any municipal by-law or ordinance in force in the city or town in which the premises are situated.

5. Fire Insurance. The Lessee shall not permit any use of the Premises which will make voidable any insurance on the property of which the leased premises are a part, or on the contents of said property. Lessee will be added to Lessor's policies as an Additional Insured.

6. Property Maintenance. The Lessor, through its management company, will be responsible for all maintenance of the Premises. The Lessor shall be responsible for payment of all utilities.

7. Assignment. The Lessee shall not assign or sublet the whole or any part of the Premises without Lessor's prior written consent, which may be withheld in Lessor's full discretion.

8. Lease Subordination. This lease shall be subject and subordinate to any and all mortgages, deeds of trust and other instruments in the nature of a mortgage, now or at any time hereafter, a lien or liens on the property of which the leased premises are a part and the Lessee shall, when requested, promptly execute and deliver such written instruments as shall be necessary to show the subordination of this lease to said mortgages, deeds of trust or other such instruments in the nature of a mortgage.

9. Indemnification; Hold Harmless. The Lessee shall hold Lessor harmless from all loss and damage occasioned by the use or escape of water or by the bursting of pipes, as well as from any claim or damage resulting from neglect in not removing snow and ice from the roof of the building or from the sidewalks bordering upon the premises so leased, or by any nuisance made or suffered on the leased premises, unless such loss is caused by the neglect of the Lessor.

10. Liability Insurance. The Lessor, on the Lessee's behalf (either through the management company or individually) shall maintain with respect to the Premises and the property of which the Premises are a part, comprehensive public liability insurance with property damage insurance all of which will be for suitable limits.

11. Fire Casualty; Eminent Domain. Should a substantial portion of the leased premises, or of the property of which they are a part, be substantially damaged by fire or other casualty, or be taken by
eminent domain, the Lessor may elect to terminate this lease. When such fire, casualty, or taking renders the leased premises substantially unsuitable for their intended use, a just and proportionate abatement of rent shall be made, and the Lessee may elect to terminate this lease if:

(a) The Lessor fails to give written notice within thirty (30) days of intention to restore leased premises; or

(b) The Lessor fails to restore the leased premises to a condition substantially suitable for their intended use within one hundred eighty (180) days of said fire, casualty or taking.

The Lessor reserves, and the Lessee grants to Lessor, all rights which the Lessee may have for damages or injury to the leased premises for any taking by eminent domain, except for damage to the Lessee's fixtures, property, or equipment.

12. Default; Bankruptcy. In the event that:

(a) The Lessee shall default in the payment of any installment of rent or other sum herein specified and such default shall continue for ten (10) days after written notice thereof; or

(b) The Lessee shall default in the observance or performance of any other of the Lessee's covenants, agreements, or obligations hereunder and such default shall not be corrected within thirty (30) days after written notice thereof; or

(c) The Lessee shall be declared bankrupt or insolvent according to law, or, if any assignment shall be made of Lessee's property for the benefit for creditors.

then the Lessor shall have the right thereafter, which such default continues, to re-enter and take complete possession of the leased premises, to declare the term of this lease ended, and remove the Lessee's effects, without prejudice to any remedies which might be otherwise used for arrears of rent or other default.

13. Notices. Any notice from the Lessor to the Lessee relating to the Premises or to the occupancy thereof, shall be deemed duly served, if left at the Premises addressed to the Lessee, or if mailed to the Premises, registered or certified mail, return receipt requested, postage prepaid, addressed to the Lessee. Any notice from the Lessee to the Lessor relating to the Premises or to the occupancy thereof shall be deemed duly served, if mailed to the Lessor by registered or certified mail, return receipt requested, postage prepaid addressed to the Lessor at such address as the Lessor may from time to time advise in writing. All rent notices shall be paid and sent to the Lessor at the agreed mailing address.

14. Lessee Surrender. The Lessee shall at the expiration or other termination of this lease remove all Lessee's goods and effects from the Premises, (including, without hereby limiting the generality of the foregoing, all signs and lettering affixed or painted by the Lessee, either inside or outside the Premises). Lessee shall deliver to the Lessor the Premises and all keys, locks thereto, and other fixtures connected therewith and all alterations and additions made to or upon the Premises, in good condition, damage by fire or other casualty only excepted.

15. Waiver; Severance. Any changes to this Agreement shall not be accepted, absent a mutually agreed upon instrument executed by the parties hereto. In event a provision in this Agreement is found to be invalid by a court of competent jurisdiction, such decision shall not effect the enforceability of all al provisions hereof.

16. Choice of Laws. This Agreement shall be governed by and construed in accordance with the laws of Chicago, Illinois. The parties hereby consent to personal jurisdiction in any such court and hereby waive any objection thereto.

17. Entire Agreement. This Agreement embodies the entire agreement between the parties with regard to the subject matter hereof and supersedes all prior written or oral agreements or contemporaneous discussions, negotiations, correspondence or other understandings. No changes or additions to the Agreement may be enforced without written approval of both parties hereto

The parties hereby agree and accept all forgoing terms with respect to both form and substance, as of the Effective Date:

LESSOR:

By: _____
DG HOTELS, LLC

LESSEE:

By: _____
AC HOSPITALITY, LLC

ESPLANADE

Restaurant & Bar

Soup and Small Plates

ROASTED CALIFLOWER SOUP
Grilled Crostini, Chive 6

CHILI LIME GLAZED SHRIMP
Sesame Cocktail Sauce 15

CHEF'S CUTTING BOARD
Selection of Cured Meats, Artisan Cheeses, Olives, and Warm Baguette 14

MARGHERITA FLATBREAD
Plum Tomato Sauce, Fresh Mozzarella, Torn Basil 9

ROASTED OYSTER MUSHROOM FLATBREAD
Cippolini Onions, Bleu Cheese, Port Reduction 13

ASIAN NOODLE BOWL
Thinly Sliced Chicken, Bean Sprouts, Scallions, Basil 12

Salads

CAESAR
Ciabatta Croutons, Parmesan Crisp 10
With Shrimp 20 With Chicken 15

VINEYARD SALAD
Red Grapes, Bleu Cheese, Spiced Walnuts, Smoked Bacon, Zinfandel Vinaigrette 11

CHOPPED MARKET SALAD
Rainbow Carrots, Roasted Fennel, Bleu Cheese, Pepitas, Dried Cranberries, White Balsamic Vinaigrette 13

PRETZEL CHICKEN SALAD
Pretzel Crusted Chicken, Garlic and Shallot Chips, Chopped Romaine, Aged Cheddar, Whole Grain Mustard Creme 12

DT CHOPPED
Crispy Chicken Romaine, Field Greens, Aged Cheddar, Tomato, Scallion, Smoked Bacon, Cucumber, Grilled Corn, House Peppercorn Dressing 12

Sandwiches

All sandwiches served with Hand-Cut Fries and House Pickles

RUSTIC CHICKEN SANDWICH
Feta, Peppers, Onion, Arugula, Tuscan Roll 12

*DT BURGER
Bleu Cheese, Smoked Bacon, Buttermilk Onions 14

*WISCONSIN MELT
Angus Short Rib and Chuck patty, Aged Cheddar, Merks Cheddar, Giardinera Relish, Dijon Mustard 14

Sandwiches

SMOKED SHORT RIBS
72 Hour Sous Vide Short Rib, Texas BBq Sauce, Smoked Onion, Brioche Bun 15

*TURKEY PORTOBELLO BURGER
Cranberry Cabbage Slaw, Brioche Bun 13

DT CLUB
Roasted Turkey, Smoked Bacon, Aged Cheddar, Avocado, Lettuce, Tomato, Garlic Aioli 12

Main Plates

GARGANELLI MELANZANA
Arugula, Kalamata Olives, Grilled Eggplant, Tomato, Basil 18

SEARED SALMON
Maple Glazed Salmon, Roasted Carrots
Bacon BBQ Mashed Potato 24

HERB ROASTED HALF CHICKEN
Broccolini, Potato Croquettes, Crispy Chorizo 24

BBQ PORK ROAST
Coleslaw , Baked Beans, Smashed Fingerling Potato 22

*NY STRIP
Lyonnaise Potato, Herb Roasted Baby Carrots, Cabernet Reduction 28

*FILET MIGNON
Black Garlic Rub, Sautéed Broccolini, Roasted Red Potato Cabernet Reduction 36

FISH AND CHIPS
Goose Island Battered Cod served with Hand-Cut Fries, Cole Slaw, Tarragon Remoulade, House Pickles 18

*STEAK MAC N' CHEESE
Bistro Medallions, Tomato Tarragon, Green Beans 22

ANCIENT GRAINS RISOTTO
Asparagus, Mushrooms, Cipploini Onion, Gremolata 19

SIDES

HAND –CUT FRIES 5
GRILLED ASPARAGUS 7
SEASONAL VEGETABLES 6
5 CHEESE MAC N' CHEESE 7
LOADED BAKED POTATO
Aged Cheddar, Bacon, Butter, Sour Cream, Chives 8

* Consumer Advisory: The DuPage County Health Department advises that eating raw or undercooked meat, poultry, eggs or seafood poses a health risk to everyone, especially the elderly, young children under age four, pregnant women, and other highly susceptible individuals with compromised immune systems. Thorough cooking of such animal foods reduces the risk of illness

Esplanade
Bar Menu

Small Plates

Citrus marinated Olives 7
Reggiano parmesan, grilled baguette

Wings (Spicy Sesame, Jerk, or Buffalo) 12
Celery, House Pickled Carrots, Bleu Cream or Ranch

DT Pork Belly Sliders 3 for 14
Berkshire Pork Belly, Aged Cheddar, Alabama BBQ, Buttermilk Onions, House Pickles

Chef's Cutting Board 14
Selection of Cured Meats, Artisan Cheeses, Olives, Warm Baguette

Food Truck Tacos 15
Pork carnitas, pico de gallo, pineapple, cilantro crema

Chipotle BBQ Pork Wings 13
Potato Chips, Coleslaw

Salads

Vineyard Salad 10
Blue Cheese, Walnut, Bacon, Zinfandel

Caesar 10
Ciabatta Crouton, Parmesan Crisp

DT Chopped 12
Crispy Chicken, Romaine, Field Greens, Aged Cheddar, Tomato, Scallion, Smoked Bacon, Cucumber, Grilled Corn, House Peppercorn Dressing

Esplanade
Bar Menu

Sandwiches and Mains

DT Burger 14
Bleu Cheese, Bacon, Crispy Onion, LTO

Turkey Portobello 14
Cranberry Cabbage Slaw

Bar Burger 14
Certified Angus beef, Sharp Cheddar, B&B Pickle, Fries

Fish and Chips 18
Cod Loin, Goose Island Batter, hand-Cut Fries, Tarragon remoulade, House Pickles

NY Strip 28
12 Ounce Porcini Rubbed NY Strip, Roasted Root Vegetables, Asiago Hashbrown, Cabernet Reduction

Flatbreads and Connies Pizza

Margherita Flatbread 9
Plum Tomato sauce, Fresh Mozz, Torn Basil

Roasted Oyster Mushroom Flatbread 13
Onion, Bleu Cheese, Port Reduction

Chicago 17
Italian Beef, Italian Sausage, Peppers, Onions, Giardinera

Create Your Own 12"
Italian Beef, Italian Sausage, Pepperoni, Ham, Bacon, Peppers, Onions, Giardinera, Pineapple, jalapeno, Olive, Garlic, Broccoli

1 Topping 18.00

Each additional Topping: 2.00

Pizza of the Week MKT
Weekly Selection of artisan pizzas, ask your bartender for this week's selection.

ESPLANADE
Restaurant & Bar

Beer List

Draft

Bud Light	6
Goose Island Seasonal	7

American Bottles

Bud Light	5
Budweiser	5
Coors Light	5
Miller Lite	5
Michelob Ultra	5
Blue Moon	6
Sam Adams Boston Lager	6

Imported Bottles

Amstel Light	6
Corona	6
Dos Equis Lager	6
Guinness	6
Heineken Lager	6
Stella Artois	6

Craft Bottles

Goose Island Beer Co., Chicago, IL 7

312 – Urban Wheat Ale

312 – Urban Pale Ale

Honkers Ale – English Ale

Matilda – Belgian Strong Ale 10

Allagash Brewing Co., Portland, ME 10

White Beer - Witbier

Lagunitas Brewing Co., Petaluma CA 8

Little Sumpin Sumpin – American Pale Ale

India Pale Ale – American IPA

New Dogtown – Pale Ale

Two Brothers Brewing, Warrenville, IL 8

Cane and Ebel – Rye Beer

Domane Dupage – French Country Ale

Esplanade
Restaurant & Bar

Dessert

DoubleTree Dessert Mini's 12

Daily Assortment of 3 Mini Desserts, ask your server for a description of today's offerings

Eli's Cheesecake 8

Raspberry Coulis, Seasonal Berries

Bread Pudding 8

White Chocolate Cherry Bread Pudding, Vanilla Crème Anglaise, Riesling Caramel

Apple Pie 6

Honey Crisp Apple, Riesling caramel, Cinnamon Gelato

Chocolate Cake 9

Chocolate Fudge, Seasonal Berries, Crème Chantilly

Ice Cream/Sorbet 5

Your choose of one scoop of Lemon Sorbet or Vanilla Ice cream

Esplanade
Restaurant & Bar

Dessert

DoubleTree Dessert Mini's 12

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Honey Crisp Apple, Riesling caramel, Cinnamon Gelato

Chocolate Cake 9

Chocolate Fudge, Seasonal Berries, Crème Chantilly

Ice Cream/Sorbet 5

Your choose of one scoop of Lemon Sorbet or Vanilla ice cream

ESPLANADE
Restaurant & Bar

White Wines

Chardonnay

Sliver Palm, *North Coast* 9/38
Wente Morning Fog, *Livermore Valley* 10/42
Rodney Strong "Clark Hill", *Sonoma* 58
Mer Soleil Silver, *Santa Lucia, CA* 60

Sauvignon Blanc

Matanzas Creek, *Sonoma CA* 10/40
Matetic EQ, *San Antonio, Chile* 15/78
Wairau River, *New Zealand* 48

Pinot Grigio

Alta Luna, *Veneto, Italy* 9/38
Ponzi Vineyards, *Willamette, OR* 52

Riesling

Pacific Rim, *Washington* 9/38

Alt White

Franciscan Equilibrium, *Napa Valley, CA* 9/38

Moscato

Cadet d'Oc, *Madera, CA* 9/38

Bubblies

Prosecco, Mionetto Brut, *Italy* 12/60
Prosecco, La Marca, *Italy* 40
Sparkling, Korbel, *CA* 9/38
Sparkling, Chandon Brut, *Napa* 40
Sparkling, Etoile Rose, *Napa* 120
Champagne, Moet Imperial Brut, *France* 180
Champagne, Veuve Clicquot, *France* 250
Dom Perignon 04, France 350

E wine

ESPLANADE
Restaurant & Bar

Red Wines

Cabernet Sauvignon

14 Hands, *Columbia Valley,WA* 10/40
Casa Lapostolle, *Rapel Valley* 12/48
Jade Mountain, *Napa, CA* 52
Indian Wells, *Columbia Valley* 59
BR Cohn, "Silver Label", *CA* 78

Merlot

Columbia Winery, *WA* 9/38
Canoe Ridge Expedition, *CA* 50

Pinot Noir

10 Span, *Central coast, CA* 9/38
Parker Station, *Central Coast, CA* 10/42
Tangley Oaks, *Sonoma Coast, CA* 56
Meiomi, *Central Coast, CA* 52

Malbec

Terrazas Alto, *Mendoza, Argentina* 11/49
Bodega Norton Reserve, *Argentina* 50

Red Blend

Murphy-Goode Homefront Red, *CA* 10/40
The Dreaming Tree, *North Coast* 11/49
Conundrum, *CA* 52

Shiraz

Jacob's Creek Reserve, *Australia* 11/49

E wine

Wines by the Glass

Glass / 1.5 Glass

Whites

Chardonnay

Sliver Palm, *North Coast* 9/12

Wente Morning Fog, *Livermore Valley* 10/13

Sauvignon Blanc

Matanzas Creek, *Sonoma CA* 10/13

Pinot Grigio

Alta Luna, *Veneto, Italy* 9/12

Riesling

Pacific Rim, *Washington* 9/12

Alt White

Franciscan Equilibrium, *Napa Valley, CA* 9/12

Moscato

Cadet d'Oc, *Madera, CA* 9/12

Bubblies

Prosecco, Mionetto Brut, *Italy* 12/15

Sparkling, Korbel, *CA*

Wines by the Glass

Glass / 1.5 Glass

Reds

Cabernet Sauvignon

14 Hands, *Columbia Valley,WA* 10/13

Casa Lapostolle, *Rapel Valley* 12/15

Merlot

Columbia Winery, *WA* 9/12

Pinot Noir

10 Span, *Central coast, CA* 9/12

Parker Station, *Central Coast, CA* 10/13

Malbec

Terrazas Alto, *Mendoza, Argentina* 11/15

Red Blend

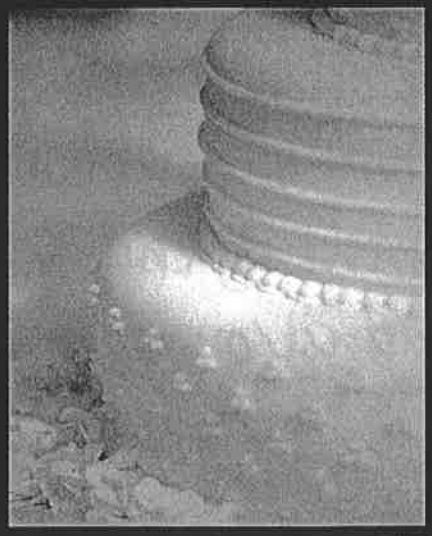
Murphy-Goode Homefront Red, *CA* 10/13

The Dreaming Tree, *North Coast* 11/15

Shiraz

Jacob's Creek Reserve, *Australia* 11/15

Weddings at DoubleTree Suites by Hilton



2111 Butterfield Road · Downers Grove, IL 60515 · 630.434.3805

Congratulations...

Congratulations on your engagement. Your wedding day is just the beginning of your life together as husband and wife and should be one of the most memorable days of your lives.

The DoubleTree Suites by Hilton in Downers Grove will help to create the wonderful wedding of your dreams. We pride ourselves in providing exquisite food, superb service and the precision planning that will make your wedding and/or reception picture perfect.

Wedding Package

COCKTAILS AND HORS D'OEUVRES

Five (5) Hour House Brand Bar
Choose up to Four (4) Butler Passed Hors d'oeuvres

DINNER RECEPTION IN GRAND BALLROOM

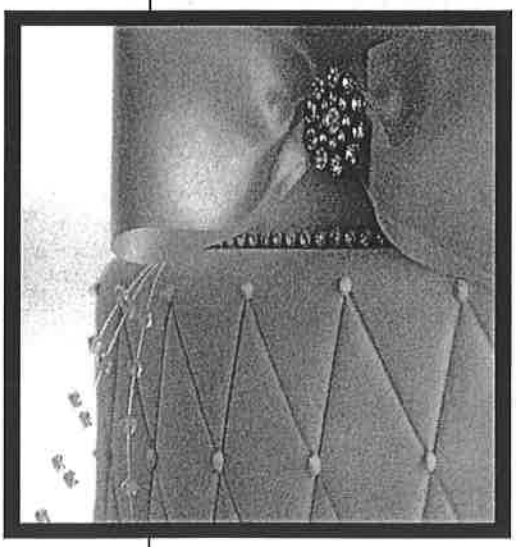
Four Course Meal
(Soup, Salad, Entrée & Dessert)
Champagne Toast for all Guests
Wine Service with Dinner

CUSTOM DESIGNED WEDDING CAKE

With Coffee and Tea Service

CUSTOM DESIGNED CENTERPIECES

Create your own Floral Centerpieces for
your Guest Tables
Displayed with Accenting Tea Lights



AMBIENCE

White Backdrop across back of Head Table

LINENS

White Eight Point Linen with White Napkins
Choice of Chair Cover and Sash Color

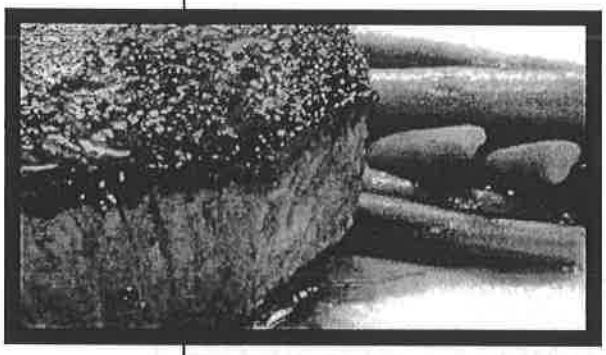
COMPLIMENTARY TASTING

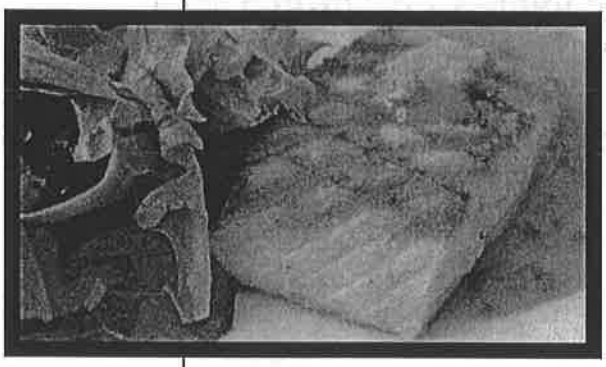
For Bride & Groom Plus Two Guests

DOUBLETREE EXTRAS

Bride and Groom
Receive a Complimentary Suite with Breakfast
A Complimentary Stay in Celebration of your First Anniversary!
**Preferred Guest Room Rates for Family and Friends
(Subject to Availability)

Package Pricing





ENTREES PRICING

STUFFED CHICKEN BREAST $71.00

CHICKEN BREAST $69.00

FILLET OF SALMON $71.00

FILET MIGNON $83.00

PRIME RIB $75.00

BRIE AND CHEESE RAVIOLI $65.00

VEGETABLE WELLINGTON $65.00

PETITE FILET MIGNON AND SHRIMP DUET $95.00

PETITE FILET MIGNON AND CHICKEN DUET $89.00

CHILDREN'S MEAL $22.00

INTERMEZZO $4.95

ICE CREAM WITH WEDDING CAKE $2.50

VENDOR MEALS AVAILABLE FOR A FEE UPON REQUEST

Hors D'Oeuvres

COLD HORS D'OEUVRES

Vegetable Canapé
Asian Spring Roll
Asparagus wrapped Prosciutto
Beef Tenderloin with Cracked Mustard

HOT HORS D'OEUVRES

Spanakopita
Mini Potato Skins
Fig & Bleu Cheese Pizza
Bacon Wrapped Scallops
Raspberry & Brie En croute
Bacon Scallion Mac & Cheese Bites
Chicken & Pineapple Kabob

HORS D'OEUVRES SERVING SIZE: 1 ½ PIECES PER PERSON,
PER HORS D'OEUVRES SELECTION

Dinner Menu - First Course

Choice of One

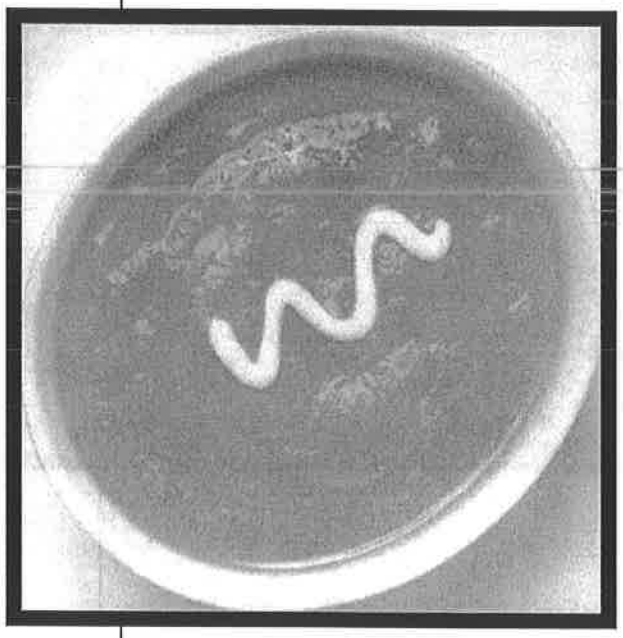
SOUP

WINTER
Creamy Sweet Potato
Corn and Crab Chowder
Cream of Chicken and Wild Rice

FALL
Fennel and Tomato
Cream of Chicken and Wild Rice

SPRING
Asparagus Bisque
French Onion with Asiago Crouton
Cream of Chicken and Wild Rice

SUMMER
Tomato Bisque
Harvest Vegetable
Cream of Chicken and Wild Rice



Dinner Menu - Second Course

Choice of One

TABLE-SIDE TOSSED CAESAR SALAD

Hearts of Romaine served with Shredded Parmesan Cheese
Croutons & Caesar Dressing Tossed Tableside

DOUBLETREE SALAD

Baby Field Greens with Seasonal Fresh Berries
Crumbled Maytag Bleu Cheese
Shredded Carrots and Candied Pecans
Raspberry Vinaigrette

SPINACH SALAD

Baby Spinach, Sliced Mushrooms, Shaved Red Onions
Crumbled Bleu Cheese and Dried Cranberries
Warm Honey Bacon Dressing

Dinner Menu - Third Course

All Entrees Accompanied by Seasonal Selection of Starch and Vegetables

CHICKEN ENTREES

STUFFED CHICKEN BREAST
Selection of One

WINTER/FALL:

CHICKEN SALTIMBOCCA
Prosciutto, Provolone, and Fresh Sage
Served with a Red Wine Demi Glace Sauce

SPRING/SUMMER:

CHICKEN FLORENTINE
Sautéed Spinach, Sun-dried Tomato and Goat Cheese
Served with a Cream Tomato

BOURSIN CHICKEN
Boursin Cheese, Artichokes, Basil, Panko Bread Crumbs
Served with a Boursin Cream Sauce

CHICKEN BREAST
Pan Seared or Grilled with Choice of Sauce:
Calvados
Marsala
Boursin

BEEF ENTREES

FILET MIGNON
Served with Choice of Sauce:
Sour Cherry Demi Glace
Wild Mushroom Demi
Creamy Peppercorn Demi
Rosemary Demi Glace

ENGLISH CUT PRIME RIB
Slow Roasted Prime Rib of Beef
Served with Au Jus Sauce

Additional Entree Selections

ADDITIONAL ENTRÉE SELECTIONS

FISH AND VEGETARIAN ENTREES

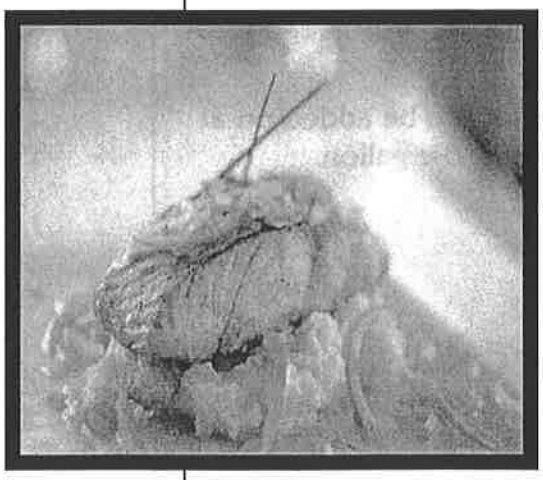
FILLET OF SALMON
Grilled Fillet of Salmon
Served with Tropical Fruit Chutney

BRIE CHEESE RAVIOLI
Brie Cheese and Garlic filled Ravioli
Served on a Bed of Julienne Vegetables with a Spinach Béchamel Sauce

VEGETABLE WELLINGTON
Roasted Eggplant, Zucchini Peppers and Red Onions
Baked in a Vegan Style Puff Pastry
Served with Roasted Red Pepper Coulis

COMBINATION ENTREES

PETITE FILET MIGNON AND SHRIMP
Tenderloin of Beef accompanied by a trio of Shrimp
Served with Maitre De Herb Blend



PETITE FILET MIGNON AND CHICKEN
Pan Seared and Served with Cabernet Demi-Glace

CHILDREN'S ENTRÉE

Age 12 & Under
Fruit Cup or Apple Sauce
Chicken Fingers with French Fries
7 inch Individual Pizza with One Topping

Sweet Enhancements

GELATO STATION

Includes Chocolate, Raspberry,
Lemon & Hazelnut
Served in a Waffle Bowl
With Chocolate Chunks, Sprinkles,
Chopped Pistachios,
Assorted Mini butter Cookies and
Brownies
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea

$ 11.50 per person

THE SWEET TABLE

Assortment of Chocolate Dipped
Strawberries, Éclairs,
Cheese Cake Cups, Key-Lime Tarts,
Napoleons, Victorian
Cream Puffs, Pecan Tarts, Cannoli, Fresh
Fruit Tartlets.
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea

$ 11.50 per person

THE CHOCOLATE FOUNTAIN

(Minimum of 100 guests)

Choice of One

Dark, Milk or White Chocolate

Choice of 5 Dipping Items

Strawberries
Pineapple
Pretzel Rods
Pound Cake
Oreo Cookies
Marshmallows
Butter Cookies
Blondie Brownie Bites
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea

$13.50 per person

LATE NIGHT SNACK

(Minimum of 100 Pieces)

Mini Burgers
Mini Quesadillas
Assorted mini pizza
Buffalo Wings
Franks in a blanket
Chicken or Beef Taquitos

$2.75 per piece

*Coffee service can be added on at
$48.00 per gallon

GOURMET COFFEE STATION

Freshly Brewed Columbian Coffee with
Three Flavoring Syrups
Delicate Chocolate Shavings
Dusting Cinnamon, Lemon Zest and
Whipping Cream

$ 7.50 per person

CAPPUCCINO STATION

Two Hours of Custom Made Hot
Cappuccinos, Hot and
Blended Iced Lattes, Chai Lattes
and Hot Chocolate
with Two Flavoring Syrups

$ 8.50 per person

House Brand Bar Packages

Five (5) Hour House Brand Bar Included

VODKA
Smirnoff

RUM
Myer's Platinum

TEQUILA
Sauza Silver

GIN
New Amsterdam

BOURBON
Jim Beam

WHISKEY
Seagram's 7

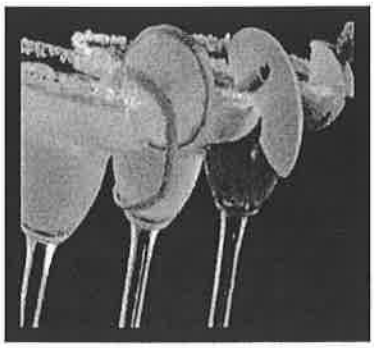
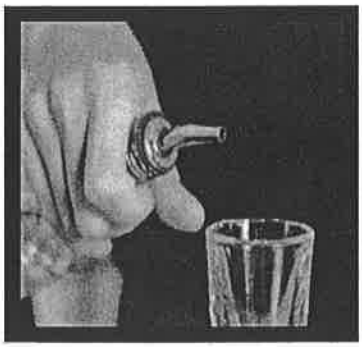
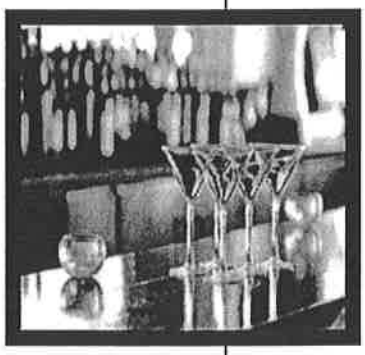
SCOTCH
Cutty Sark

BEERS

DOMESTIC
Miller Lite
Michelob Ultra
Budweiser
Bud Light

IMPORT
Amstel Light
Heineken
Corona

CRAFT
Stella Artois
Goose Island 312/
Honkers Ale
Sam Adams
Blue Moon

Premium Brand Bar Packages

$6.00 per person Additional for Hour Package Upgrade
$11.00 per person for each Additional Hour after Four Hours

BUILD YOU OWN BAR PACKAGE

Choose One from Each Category

RUM
Appleton
Captain Morgan
Private Stock

VODKA
Grey Goose
Belvedere
Kettle One

Chivas
Johnny Walker Black
Glen Fiddich 12

BOURBON
Knob Creek
Bookers

GIN
Tanqueray 10

WHISKEY
Jameson
Crown Royal

SCOTCH

Choose Two from Below
Korbel Brandy VSOP
Courvoisier VSOP
Amaretto Di Saronno

BEERS

Choose Two Domestic, One Import, One Specialty

DOMESTIC
Miller Lite
Miller Genuine Draft
Budweiser
Bud Light

IMPORT
Amstel Light
Heineken
Corona

SPECIALTY
Guinness, Blue Moon, Stella Artois, Goose Island 312/Honkers Ale, Sam Adams Seasonal, Leinenkugel's Honey Weiss, Leinenkugel's Sunset Wheat

Package Information

MINIMUM REQUIREMENTS, SERVICE CHARGES & APPLICABLE TAX

A food and beverage minimum (excluding service charges and tax) is required on all Saturday evening events. Please ask your Catering Representative for current minimum and availability for Friday and Sunday events. Food, beverage and 23% service charge are subject to applicable sales tax.

***Prices are subject to change and will be guaranteed six months before your event.**

CANDY STATION

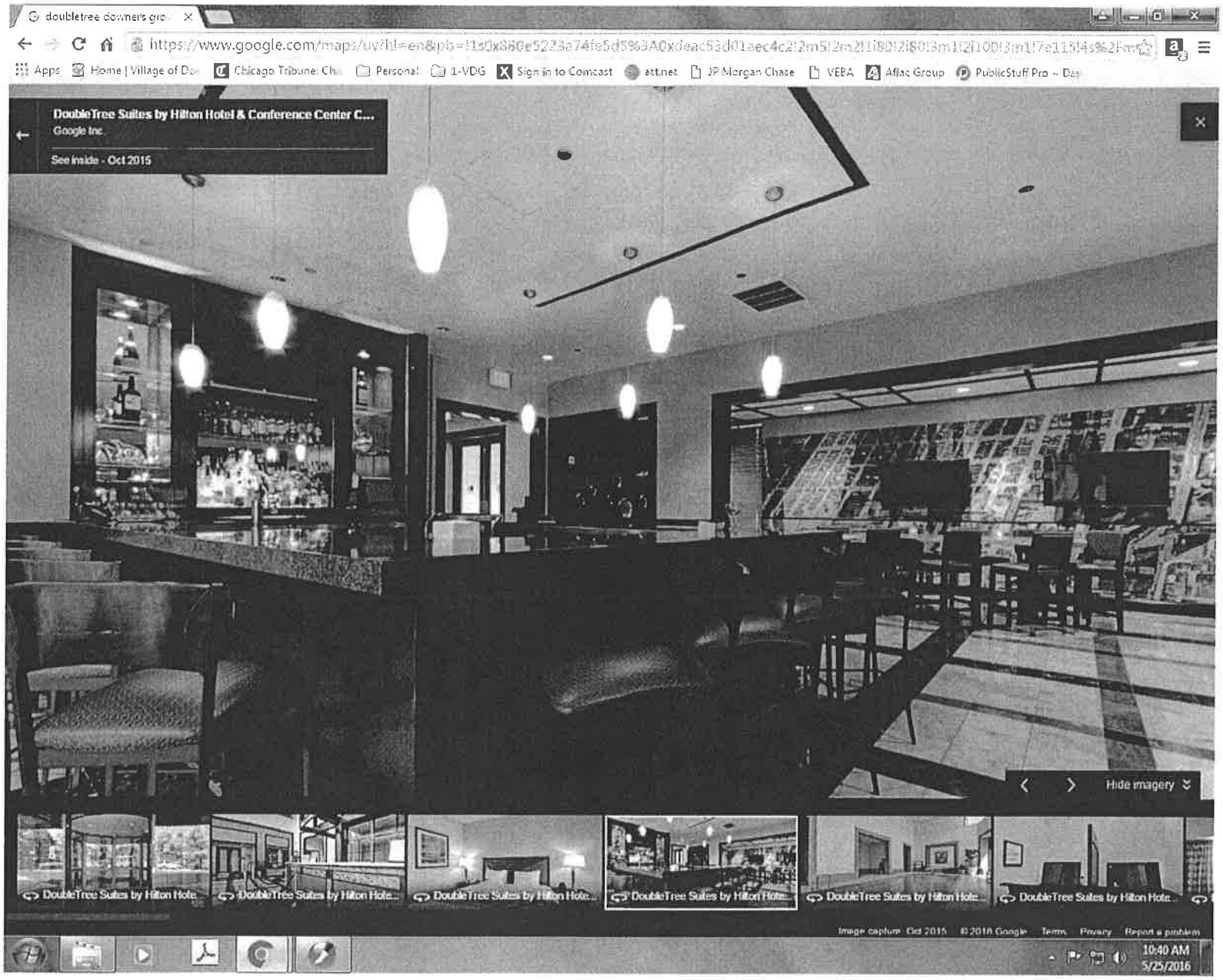
If a Candy Table is brought in, the Hotel requires a $150 set-up fee (Flat Rate). The hotel staff is required to set-up.

DEPOSIT AND PAYMENT INFORMATION

An initial deposit of $1500.00 is required to confirm your ballroom space as definite. This deposit is non-refundable and is applied to your final balance. A Credit Card is required to be on file in case of additional fees occurring the evening of the event. A Payment Plan will be set-up to bring your account current to the final payment. The final payment is due five business days prior to your event and is payable by cashiers check or credit card. Personal checks are not accepted for final payment.

FINAL GUARANTEE

To help make your function a truly memorable one, we will meet with you five business days prior to your event. At this time your total number of expected guests is due. Your final payment will be based on this amount. This is your final guarantee and may not be lowered. If a guarantee is not given by the due date, the original expected attendance will become your guarantee. We ask that you bring any items that you want us to set for you (i.e., favors, place cards, pictures, etc.) five days prior to your event. We will finalize the details of your event at this time.



bar / lounge

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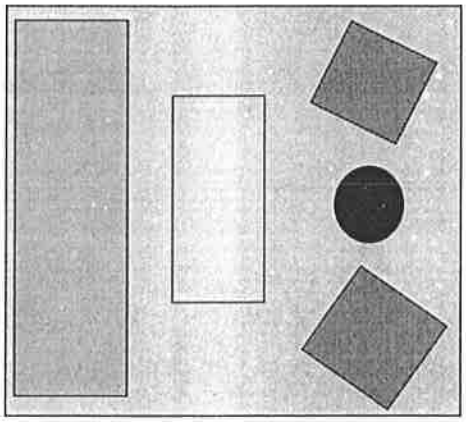

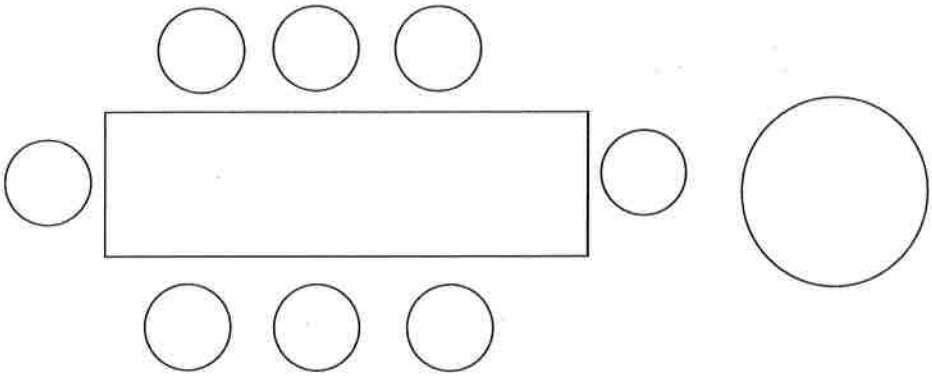

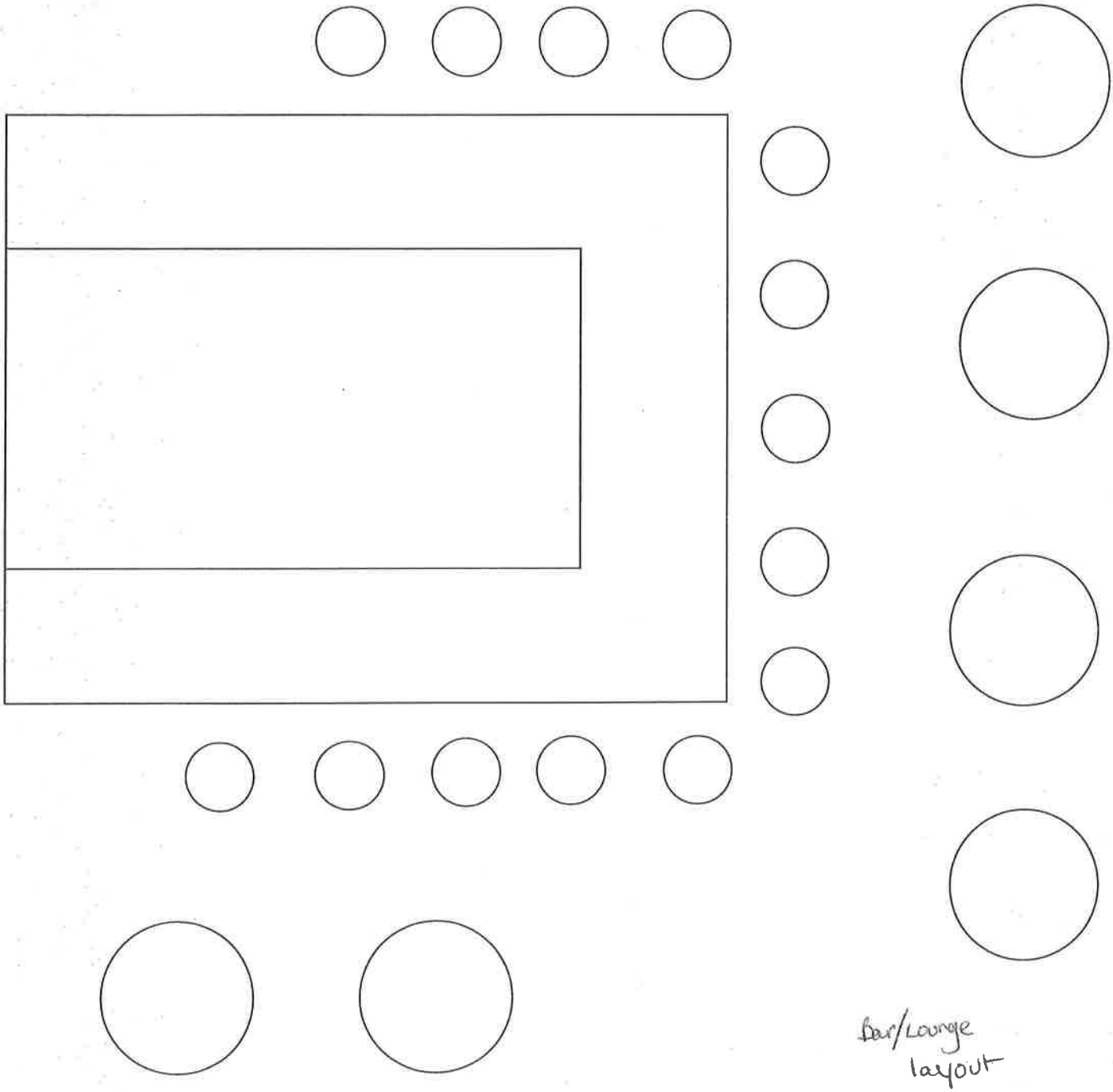

bar/Lounge
layout

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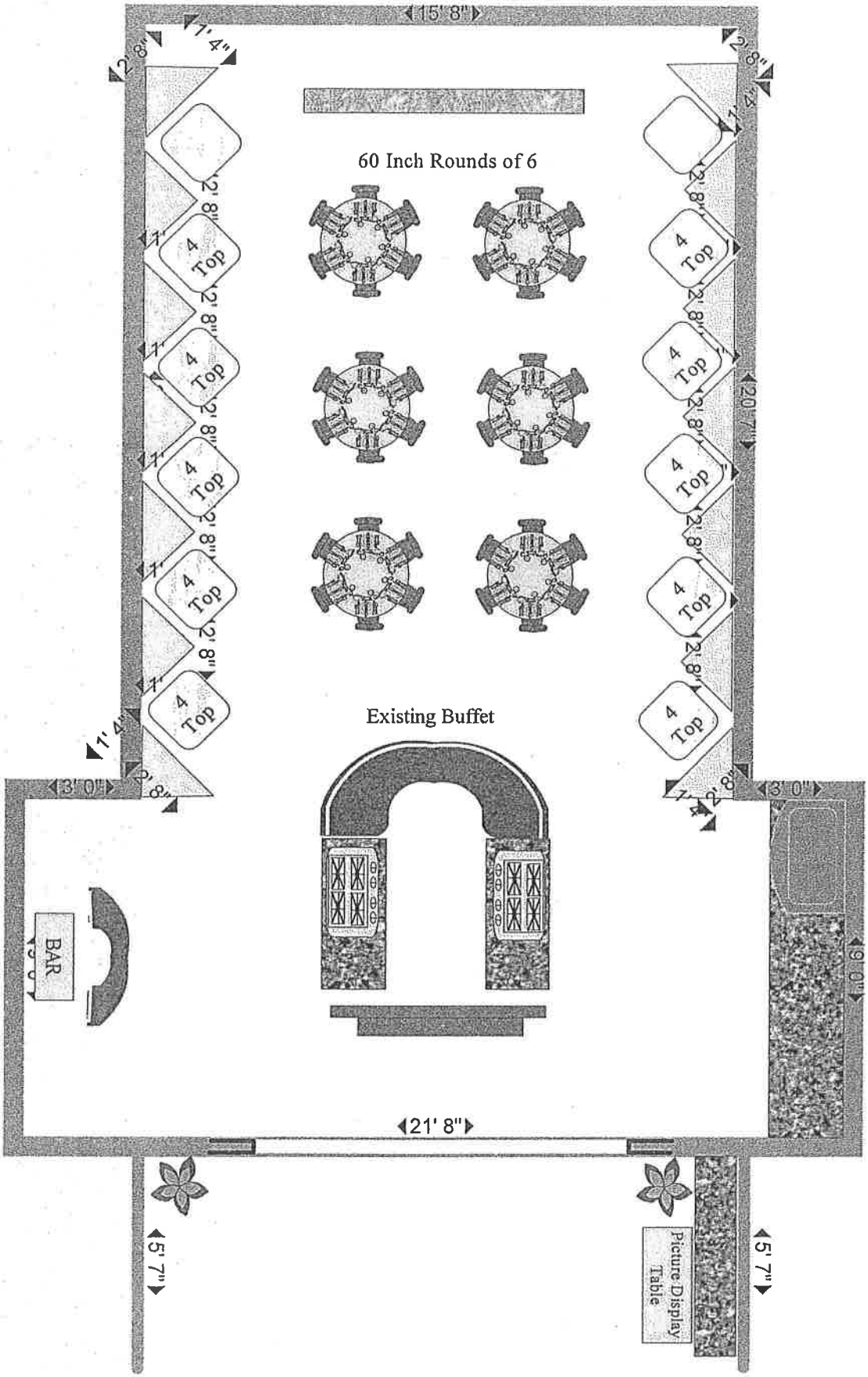
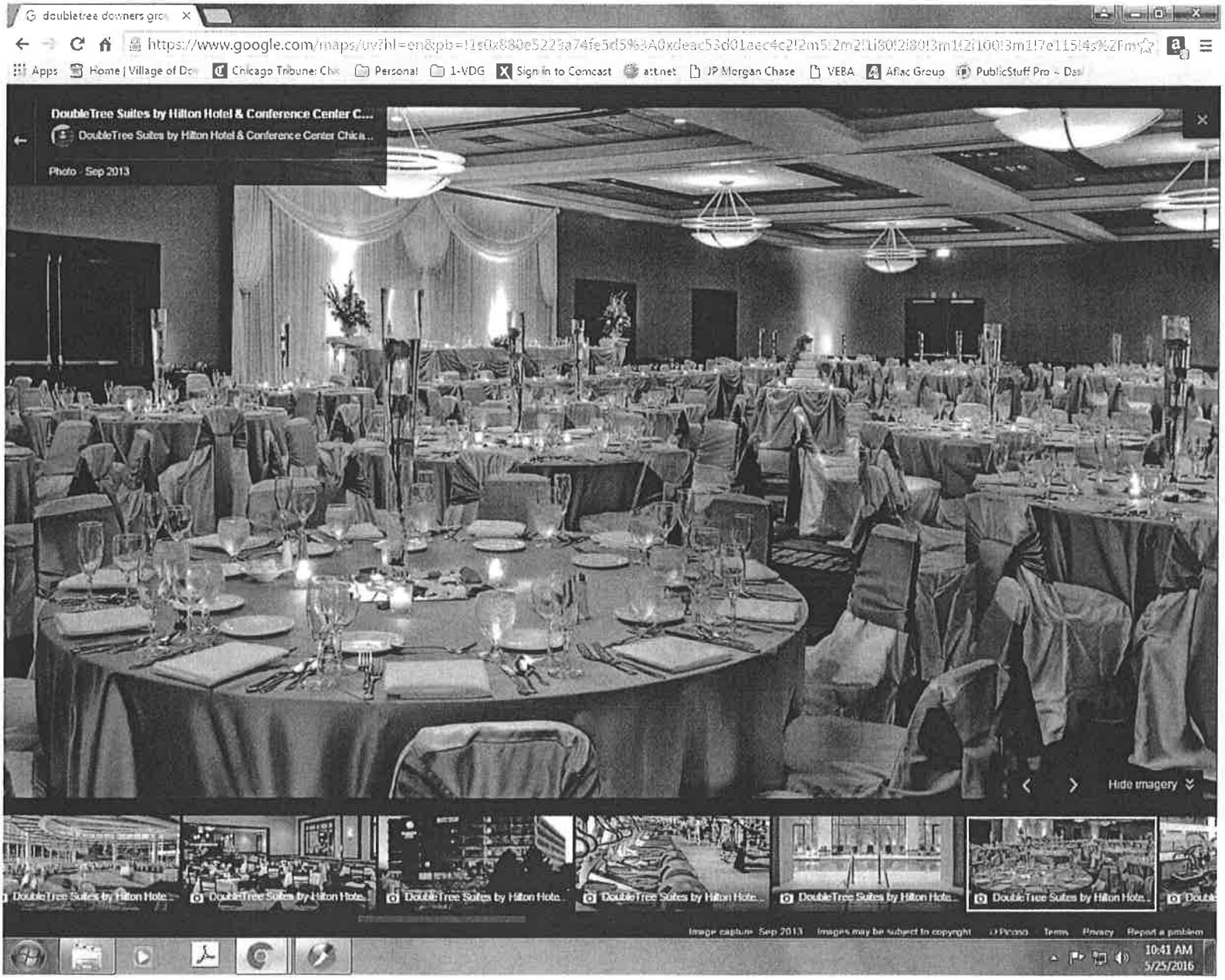
Restaurant



Restaurant layout



Banquet Room

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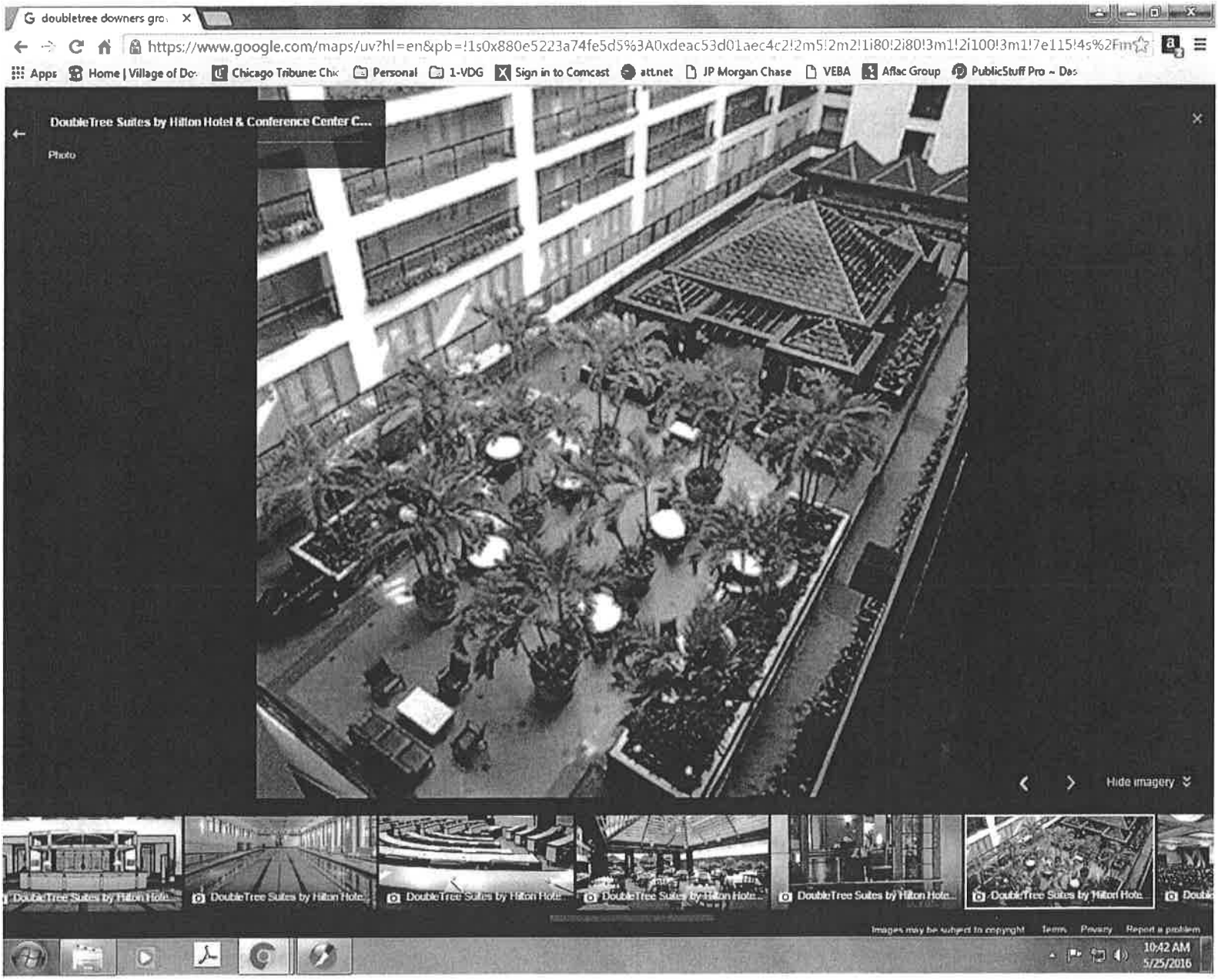
Banquet Room

Wednesday, May 25, 2016 10:42 AM



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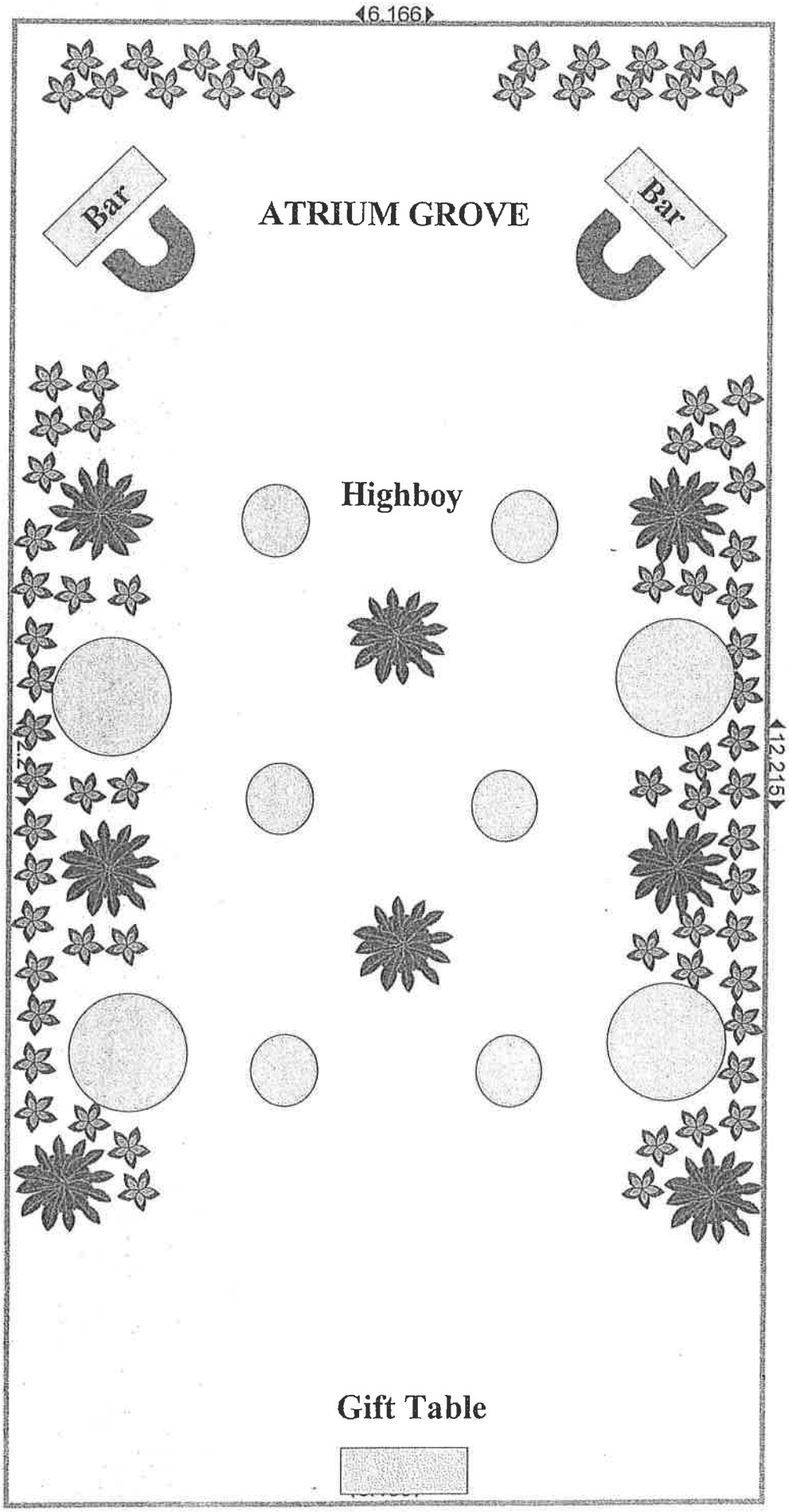
Atrium Grove

Wednesday, May 25, 2016 10:41 AM

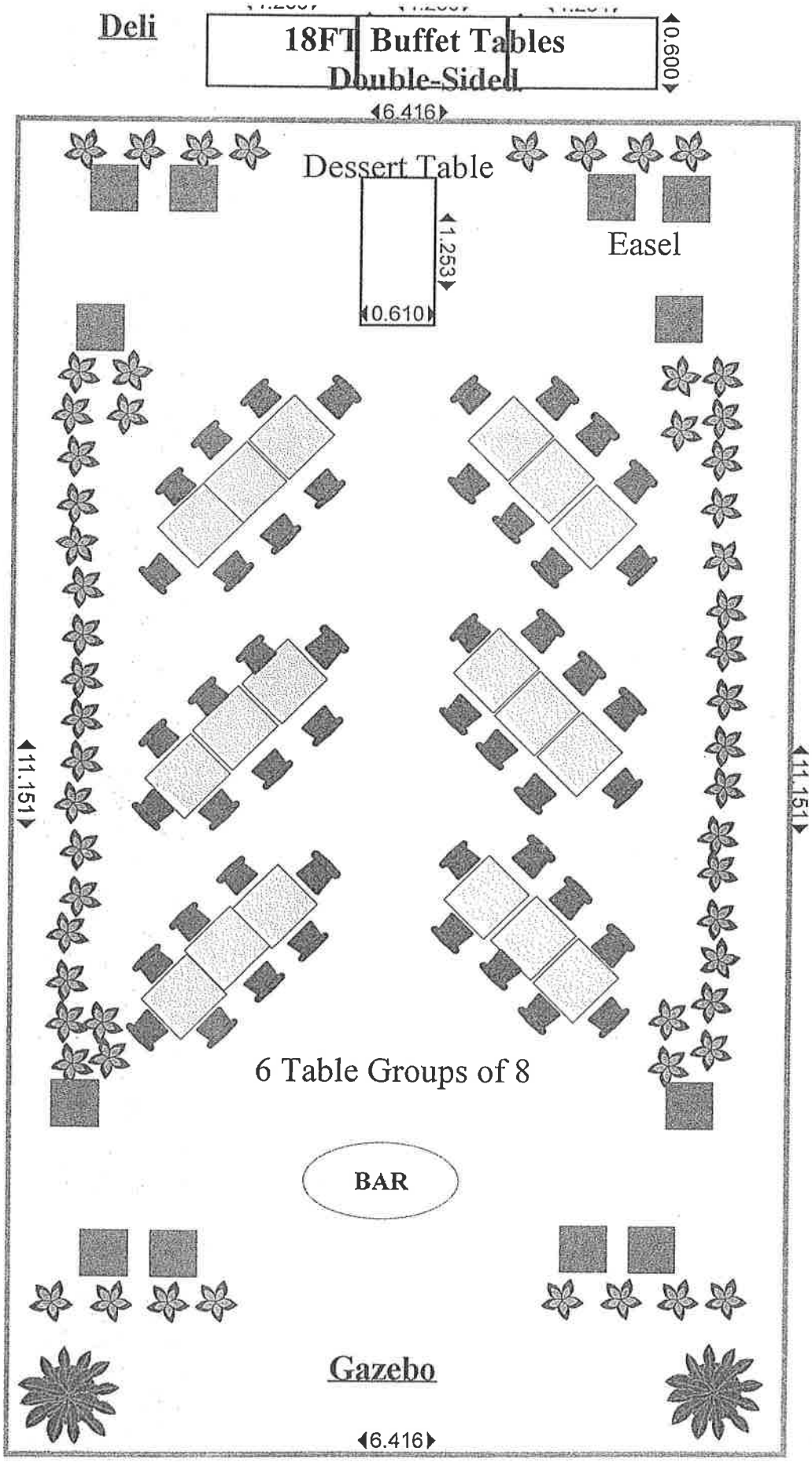


<u>Grove</u>
Leave Booth Tables
Cloth 8 point white linen& votives

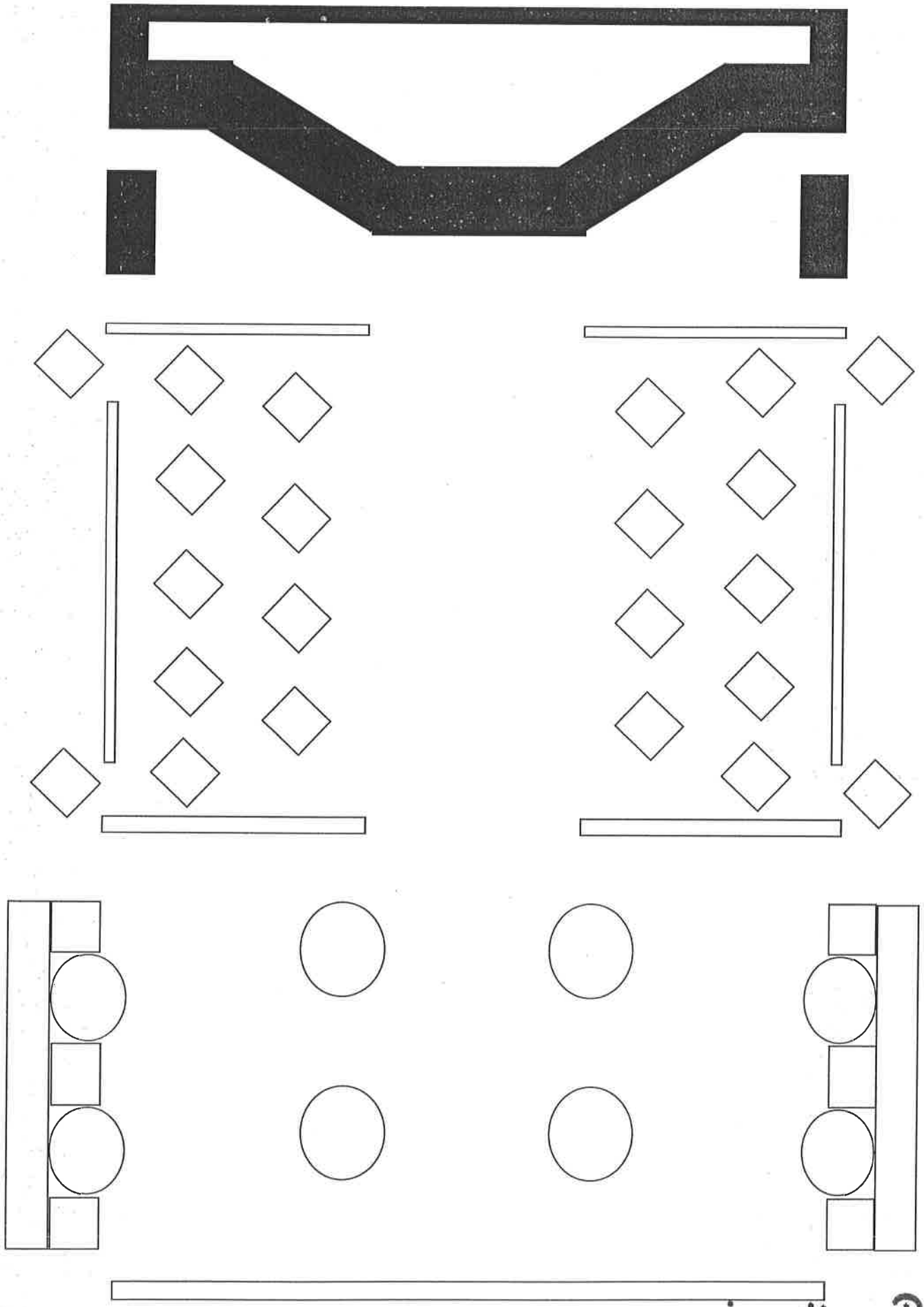
atrium Grove
layout

Wednesday, May 25, 2016 10:42 AM

Rose/Sampson
Rehearsal Dinner
Friday, 7/10/2015
Atrium



atrium
layout sample



atrium Floor Plan

Room interior

Note: No mini bar in fridge

Wednesday, May 25, 2016 10:45 AM

Food & Beverage

Liquor Training Manual

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Introduction

Congratulations on your employment as a Food & Beverage at Esplanade Restaurant & Lounge! We will provide you with the training you need to be successful. As a Food & Beverage you'll be an important part of each guest's experience in our restaurant. We take great pride in our quality beverages and friendly, responsive service. Our high standards can only be maintained through great people like you who share our values and desire to do the very best job possible for our guests every day.

The guidelines listed on the following pages have been established to help you in your effort to provide these qualities to our guests. Along with the hands-on training you will receive, this manual will provide answers to questions you may have regarding the operating procedures for Esplanade Restaurant & Lounge.

Once again, welcome to the Esplanade Restaurant & Lounge Team!

Alcohol Awareness

Alcohol Awareness is a growing concern within the Hospitality Industry nationwide. By recognizing the "early" signs of intoxication, monitoring your customer's consumption, and treating them as you would a guest in your own home; you fulfill your responsibility and protect the guest.

To serve or not to serve?

By understanding and fulfilling your responsibilities...

Your Role:

- Observe
- Monitor
- Report

Assisted by the guidance and support of management...

Your Manager's Role:

- Confirm
- Confront
- Resolve

With adherence to the company's policies...

1. We will not knowingly admit obviously intoxicated for underage customers to the bar.
2. We will not knowingly serve alcohol to an obviously intoxicated or underage customer.
3. We will offer alternatives to alcohol.
4. We will create an atmosphere to promote responsible drinking.
5. We will make a reasonable attempt to prevent obviously intoxicated customers from driving.

. . . We can accurately and confidently answer that very important question.

- Responsible service of alcohol requires a team effort.
- Know and watch for the signs of intoxication. If there is any question, avoid further service and report to a manager who will make the final decision and determine whether the guest should remain or leave.
- If you know what it takes to get someone drunk, you can prevent it by monitoring their consumption and offering alternatives.
- Do not allow drunks to come in, and do not allow intoxicated guests to drive.
- Hospitality is our business. Beverage service is only one element.
- Cooperation between employees and management allows us to exercise a degree of influence on the behavior of our customers that will result in an atmosphere of responsible drinking.
- This is just a portion of our company Alcohol Awareness program. A complete handbook with certification test is provided at orientation.

Sanitation

The responsibility of management and staff to protect the public from food borne illness is fundamental. A food borne illness is simply a disease that is carried, or transmitted, to human beings by food. Throughout your training, you will receive information concerning proper temperatures of food storage and serving, as well as, cleanliness standards, proper use of chemical cleaning, and disinfectant products. It is our objective to operate the restaurant at the highest level of cleanliness and sanitation for the benefit of our customers and employees.

Safety

In addition to a clean and sanitary environment, Esplanade Restaurant & Lounge provides a safe environment. One of our goals here at Doubletree Downers Grove is to operate an accident-free restaurant. A safe restaurant takes teamwork and effort on everyone's part. Everyone who works with cleaning chemicals will receive training on the use of those products, and will be tested following the guidelines of OSHA Hazard Communication Standard, Title 29 Code of Federal regulations 1910.1200.

Safety meetings will also be used to review information presented from the initial training, and a safety representative will be selected for the Employee Associate Board of Directors. Management's role is to provide the daily monitoring of safe work practice developed from these meetings.

Whenever you see a potential hazard, or something you notice as unsafe, notify a manager immediately.

Here is a list of guidelines to follow for safety and sanitation:

Major cause of food borne illness -

- Food left in the danger zone of 40° to 140° for four or more hours. Keep all foods out of the danger zone of 40° to 140°.

- Keep hot foods hot, and cold foods cold.
- Handle foods quickly during delivery, and put refrigerated and frozen foods away as soon as possible.
- Sloppy personal hygiene habits will not be tolerated.
- Do not prepare food a day or more before serving.
- Do not serve food that is not completely cooked.
- Thaw foods in refrigerator, microwave, or under cold running water for not more than 2 hours, followed immediately by cooking.
- Avoid preparing food in advance, unless absolutely necessary.
- Inspect Foods thoroughly for freshness and wholesomeness upon receipt, cooking, and serving.
- Only use sanitized equipment and table surfaces.

Always wash your hands after you -

- Smoke, eat, use the restroom; touch money, raw foods, or your face, hair or skin; cough, sneeze, or blow your nose
- Comb your hair, handle anything dirty
- Before and after taking a break

Dispose of waste properly -

- Take garbage out frequently.
- Keep garbage areas clean and sealed.
- Clean and sanitize garbage cans regularly.
- Store soiled linen in a laundry bag or non-absorbing container.

Keep insects and animals out by -

- Keeping doors closed.
- Taking garbage out frequently and keeping garbage areas clean.
- Report any holes where an animal can enter.
- Do not provide a free meal for any animals.

Handle ice and tableware properly -

- Use clean scoops or tongs to pick up ice; do not use hands or glass.
- Store scoops or tongs in a clean container, not in the ice.
- Do not store any food or beverage in the ice.
- Avoid touching food contact surface with dishes, utensils, etc.

Avoid cross contamination from one food item to another -

- Keep separate cutting boards for raw and cooked foods.
- Never mix leftovers with fresh food.
- Store fresh raw meats, poultry, and fish on lowest racks.
- Sanitize thermometers after each use.
- When thawing raw foods in the refrigerator, place them on the lowest shelf.

Store foods and equipment properly -

- Cover, label, and date foods in storage.
- Do not store food in open cans.
- Store new foods behind old ones.
- Store food off the floor and away from the wall.

- Check temperatures of refrigerators and freezers daily.
- Defrost freezers as necessary. Frost build up causes freezers to warm up.
- Dry goods and storage areas should be cool and dry for good storage.
- Do not store food or equipment under exposed server lines.
- Keep storage areas clean.
- Store all equipment so that dust cannot settle on it.
- Store chemicals and pesticides separately from food.

When cleaning stationary equipment -

- Unplug equipment, and make sure hands are dry.
- Disassemble.
- Wash removable parts in dish machine, or three-compartment sink.
- Wash and rinse stationary parts.
- Sanitize food contact surfaces with sanitizer.
- Air dry before reassembling, without touching food contact surfaces.

Preventing falls -

- Wipe up spills immediately.
- Use "wet floor" signs.
- Wear shoes with non-skid soles and heels.
- Keep isles and stairs clear.
- Walk, and do not run.
- Follow established traffic patterns.

- Do not carry anything that blocks your vision.
- Keep drawers closed.
- Use ladders properly; never use chairs, tables or boxes. Do not stand on top of ladder, and do not over reach.
- Use handrails on stairs.
- Turn lights on to see.
- Never run in the kitchen. The floor may be wet.
- Never leave anything on the floor including ice from the ice machine.

Preventing electric shock -

- Never touch electrical equipment with wet hands, or while standing in water.
- Unplug equipment before cleaning or disassembling, to avoid shock.
- Do not yank plugs out by cord. This can cause damage to the cords, which may then cause shocks.
- Report damaged and worn plugs and cords to your supervisor.

Lift Properly -

- Plan it. Do you need help? Could you use a cart? Where is it going? Which route is best?
- Get ready. Spread feet apart, shoulder width. Put one food slightly in front of the other for a good support base. Squat down with back straight and head up. Do not bend over from the waist! Grip the object firmly with both hands. Keep elbows and arms close to body. Tuck in chin. If lifting a tray, squat down alongside the tray and slide the tray onto your shoulder and hand.

- Lift it! Straighten your knees slowly and smoothly to a stand. Avoid doing this in a quick or jerky manner. Do not lift and twist at the same time.
- Move it! Keep object close to you. To change position, move your feet and entire body. Do not twist from the waist. Look where you are going and call out "coming through" as needed.
- Set it down! Bend your knees slowly and smoothly. Slide load into place; watch your fingers and toes.

Moving a cart properly:

- Push rather than pull.
- Spread feet wide, one in front of the other with your front knee bent.
- Keep back straight.
- Slowly push into the cart with your body weight, using your leg muscles to do much of the pushing.
- Push slowly and smoothly. Avoid sudden motions or twisting your back.

Preventing Cuts -

- Know how to operate equipment.
- Pay attention when using sharp equipment. Never touch edges of sharp blades.
- Use guards when provided on equipment.
- Use tampers to push food into equipment.
- Turn equipment off before adjusting.
- No loose sleeves, ties, or dangling jewelry should be by equipment
- Use knives carefully.

- Carry dishes and glassware carefully.
- Sweep up broken glass; do not use your hands.
- Use special container to dispose of broken glass, dishes, and other sharp objects.
- Remove can lids entirely from cans, then dispose of them.

Preventing burns -

- Pay attention when working around hot equipment.
- Use dry potholders or towels when handling hot equipment. Wet or moist towels will serve as conductors of heat.
- Keep pot handles turned in from the edge of the range and open flames.
- Avoid overfilling containers with hot foods.
- Get help lifting heavy pots of hot foods.
- Open lids of pots and doors of streamers away from you, and do so slowly, to avoid a steam burn.
- Stir foods with long-handled spoons.
- Warn others of hot surfaces.
- Let equipment cool before cleaning, and do not use wet rags.
- Do not put icy frozen foods into the fryer. Put foods slowly into the fryer and stand back to avoid being splattered.
- Strike match before turning on gas equipment, to avoid a flare-up.
- Wear closed-toe and closed-heel shoes that do not absorb liquids.
- Warn guest of hot dishes.

Preventing fires -

- Smoke only where allowed.
- Do not turn your back on hot fat, as it may burst into flames.
- Keep equipment and hoops from grease build up because grease causes many food service fires.
- Do not set the fryer at too high a temperature.
- Store matches in a covered container, away from heat.
- Keep garbage in covered container, away from heat.
- Store chemicals away from heat because many chemicals are flammable.

Safe chemical handling -

- Do know where the material safety data sheets are posted, and read them.
- Do read the labels of all products, before you use them.
- Do follow the directions for proper storage, handling, and use for all chemicals you use.
- Do ask your supervisor any questions or concerns you may have about using certain products.
- Do know how to call for medical help, in case of an emergency.
- Do not ever mix chemicals together.
- Do not store chemicals in unmarked containers.
- Do not store chemicals in or close to food storage, preparation, or serving areas.
- Do not leave aerosol spray containers near heat or spray close to an open flame.

- Do not dispose of any empty chemical container until you have checked on the label for how to do so.

Reading the MSDS (Material Safety Data Sheets) -

- Read product name.
- Fire hazard - explains if the product can catch fire or explode.
- Health hazards - explains effects of over exposure and first aid procedures.
- Spill precautions explains steps to take in case of spills.
- Special protection - describes any special measures, such as goggles and rubber gloves, used to decrease exposure and risk.

The Guest

Never underestimate the importance of a guest!!!

- A guest is not dependent upon us -- we are dependent upon him (or her).
- A guest is NEVER an interruption of our work - he is the purpose of it.
- A guest does us a favor when he comes here -- we are not going him a favor by serving him.
- A guest is part of our business -- not an outsider.
- A guest is not a cold statistic -- he is a flesh and blood human being with feelings and emotions, like our own.
- A guest is a person who brings us his wants -- it is our job to fill those wants.
- A guest is deserving of the most courteous and attentive treatment we can give him.
- A guest is the lifeblood of Esplanade Restaurant & Lounge.

You Must Be Able To Serve Many Different Types Of Guests

To make appropriate selling suggestions, and give good service, it is helpful to recognize and know how to handle all types of guests. For example

The Timid Guest: Genuine interest and patient understanding will put this type of guest at ease. Even a comment on the weather can make him feel at home.

The Aggressive Guest: This type must be handled in a courteous and businesslike manner. Kindness and politeness can often change him into a steady and appreciative customer.

The Fussy Guest: This is one of the hardest guests to please. Try to stay one step ahead of him by learning the things that irritate him. Be sure to have everything just right, before serving the fussy guest. Remember all of the little things the fussy guest especially likes, even when they may seem peculiar to the average person.

The Over-Familiar Guest: Be courteous, dignified, and avoid long conversations. Stay away from the table, except when actual service is needed. Never try to give a wisecrack answer to a smart remark. You will only cheapen yourself and lower yourself to the same level as the rudeness of the guest.

The Guest who is Alone: Don't call attention by asking if he is alone. Seat him where he can see what is going on. The guest may be lonely and want someone to talk to. Be friendly, but don't neglect other guests. With nobody to talk to, time seems long, so serve as quickly as possible. This could be your most critical guest.

The Noisy Trouble-maker: Don't be drawn into arguments. Speak softly. Don't antagonize. Refuse to participate in criticism of management, the establishment, or other personnel.

The Blind Guest: Seat blind people with a dog so that the dog will not be noticed. Never hover over blind customers. Always stand near enough to help if needed. Issue menus in Braille to the blind guest. Always make a blind customer feel appreciated and important.

Guest with hand or arm injuries/disability:	Seat as quickly as possible. Be helpful, ask if you may assist them, but do not be too eager. Be considerate; do not call attention by hovering. Seat wheelchair guests at a table on ground level do not block an aisle. Always make a disabled guest feel important and accommodated.

Personal Appearance

Your overall image is our image. You make a distinct impression on each of our guests. The image you create can enhance or detract from our overall concept and the way our Restaurant is perceived in the minds of the guest. You are entrusted with handling our guests' needs and must, therefore, reflect cleanliness and wholesomeness at all times. Always remember . . .

- You are responsible for keeping your uniform neat and clean at all times. There is no excuse for reporting to work out of uniform.
- Do not wear scented lotion on your hands, as it clings to glassware.
- A smile is part of your uniform.
- At no time will employees chew gum or eat while in the public areas of our store.
- Do not report to work with an un-pressed or dirty uniform, or un-kept hair.

Uniform

When you walk through the front door of the Restaurant, "YOU ARE ON." You will be informed of the uniform requirements when you start with us. Your designated uniform also includes a CONTAGIOUS, ENTHUSIASTIC ATTITUDE. You are required to enter the building for your shift in FULL UNIFORM. You are also required, when you leave the building, to be in FULL UNIFORM.

Your uniform also includes the following, without exception:

- At least two pens
- Lighter
- Wine Key
- Bottle Opener
- Bank
- Smile

Suggestive Selling

Selling is a part of everyone's life. You had to sell the AC Hospitality Management Team on your ability as a Food & Beverage. Our customer is "sold" on Esplanade Restaurant & Lounge before they come in. If they enjoy themselves, chances are they will return and "sell" us to someone else.

People don't like to be "SOLD." Effective suggestive selling is subtle. You are doing the guest a favor, looking after his best interests by offering your knowledge and expertise and making honest recommendations.

Many of our guests are not familiar with our daily specials. As their intermediary, you are in the position to smooth the way for a confused guest. Above all, be sincere and honest. Always do what you truly believe is in the "guest's" best interest. Recommend items you know are superior and you are certain they will enjoy.

NEVER OVER SELL! Always allow the guest to finish ordering before you start suggesting. Be aware of what the guest is ordering and make sure he understands what he is getting.

People like to buy, but hate to be SOLD!

Read your guests and suggest appropriate cocktails:

- On a chilly evening, "Would you like to try a Keoke Coffee?"
- To businessmen, "Would you care for a Martini or Bloody Mary?"
- With party people, "How about a Long Island Iced Tea or a Margarita?"
- An older couple, "Would you like a Manhattan or some Baileys Irish Cream?"
- You can also suggest beverages made with your guest's favorite liquor or upsell our premium house wine to guests preferring house wine by the glass.

If guests seem to be in a hurry, suggest that they eat at the bar, instead of waiting for a table. Busy lunch shifts are a great time to greet guests and invite them to have lunch at your bar.

Do not confuse suggestive selling with overloading your guests with beverages or food. Your goal is a satisfied guest who enjoyed their experience and wants to return.

The Greeting

Your greeting is the first impression given to the customer, so strive to make it special. Always greet the guest with a smile, a welcome, and your name. Demonstrate some aspect of your personality. Change it around: using the same greeting every time sounds mechanical.

Approach your guest(s) as soon as possible. If you can't get to a new guest within 30 seconds, be sure that you at least acknowledge them by eye contact and verbal contact. The first thought going through a guest's mind is, "Am I going to be waited on?" You can notice the person visibly relax when you say, "I'll be right with you."

Taking the Order

When approaching a guest for a drink order, always place a napkin in front of each guest. This alerts management and fellow Food & Beverages that the guest has been take care of. When taking orders, make a mental note of the guest's face. Maintain eye contact when addressing guests in order to prevent mistakes and to communicate effectively.

Never ask for a drink order in a manner, which can be answered "yes", or "no." You are much more than an order taker: you are a salesperson. We expect you to sell our products and satisfy the customer's needs. Customer satisfaction provides the opportunity to build repeat business and establish regular clientele that, allows you to be successful.

A prerequisite of selling is the knowledge of our products and prices. If a guest does not specify a brand of liquor, it is our policy to offer a beverage by brand name. This technique is referred to as "up-selling." Up-selling requires thorough knowledge of the products available in order to be effective: i.e., the customer says, "I'll have a vodka tonic." The Food & Beverage responds, "Would you like Absolut or Kettle One?"

A good approach to have when taking orders from a couple is to ask for the lady's order first. Repeat the order to the customer. Ask whether the cocktails will be paid for in cash or if the guest would like to run a tab on a credit card. Obtain the credit card before leaving the guest to save time. If one person does the ordering for several people, that person is

usually the customer who will be paying; direct your questions to this person. Never assume one person is paying for the entire round, or that the same person is buying the next round. When in doubt, ASK!

Assure the guests that you will be right back with their cocktails. Check the ashtrays and cocktail napkins for changing, if necessary.

- Always thank the guest after every transaction and assure them of your continued service: "I'll be back in a few minutes to see if you need a refill." Always check the ashtray and table cleanliness. Ashtrays must be capped, emptied, and wiped before being returned in front of a customer." One cigarette butt is enough, two is too many." Be highly attentive to this motto.

Register Operations

You will receive training on our computerized register system. It is equipped with imprinters that will send food items to the kitchen and bar items to the bar. The register system imprints time of order, bar seat number, and date. It is extremely important that you fully understand the register operations, to eliminate food or beverages going out at wrong times and to the wrong tables; and, wrong food being made and sent out.

This system will also allow you to close out methods of payment for cash or credit cards. This system is designed for the server's ease and comfort, and enables them to remain on the floor and in their stations.

It is important for the server to be fluent in register operations for many reasons:

- Organization and speed in the kitchen
- Waste control
- Expedience
- The best customer service and experience

Bar Station Setup

The Well

The well station is set up at each location behind the bar. This station is designed to maximize the Food & Beverages' speed and efficiency in preparing commonly ordered drinks.

Each highball station should be set up in the same manner so that Food & Beverages are not searching for product as they move around the bar.

Guidelines for this station include:

- Cubed ice in the bin with the ice scoop placed handle up in the ice.
- Mixer and soda gun on the right hand side of the station.
- Mixing mat placed in the rail, 2 mixing tins, and the bar strainer to the right.
- Bar spoon in a designated area.
- All necessary garnishes in their proper containers (limes, etc.)
- Straws, napkins in the napkin holder - organized and in easy reach.
- Well liquors, arranged in a specified order, located in a speed rail attached to the ice bin.
- Lime mix and Grenadine in the speed rail.
- Most frequently used call liquors located at every station in the speed rails.
- Glassware stored in its designated area at each station.
- Stemware located so that it is accessible from every station.
- Trash receptacle nearby.
- 6-Packs in a central, convenient location for all Food & Beverages.
- Condiments in a central convenient location for all Food & Beverages.
- Clean menus located by each bar well.

Back Station Setup

Hot Drink Station

- 2 burner hot plates (set on medium) with two coffee pots (one for coffee, one for hot water).
- Sugar and Sweet n' Low in plastic containers.
- Footed glass cups in easy reach
- Tea bags
- Garnishes:
  - * Lemon twists
  - * Sugar for rimming
- Whipped cream and special whipped cream in easy reach.
- Liquors and liqueurs for hot drinks in the nearest speed rail (bottles are grouped by drink recipe where possible).

Ordering Procedures

Category

There are four (4) basic pricing categories. All drinks served at Esplanade Restaurant & Lounge fall into one of these categories:

- Call
- Premium
- Super Premium
- Top Shelf

Some specialty drinks will have their own prices listed on the price look-up sheet.

Abbreviations

It is a must that service personnel, and Food & Beverages, use the correct abbreviations. This is a back up system in case our register breaks down. We are using a new type of register with a printer to reduce vocal confusion of calling each drink. Please get into the habit of writing all drinks on your order pad. This will give you a written record of each drink sold.

Serving Order

When making drinks for servers, you need to set them up in the following order. The servers will ring them in this order, and will be expecting to pick them up in this manner. A calling order system is necessary for efficiency and expediting the service well.

1. Frozen drinks
2. Up Drinks
3. Bottled beer
4. Tall and rocks drinks:
   - Brand

- Vodka
- Gin
- Whiskey
- Rum
- Scotch
- Bourbon
- Tequila
- Liqueurs

5. Juice - Water
6. Wine by the glass
7. Coffee and hot drinks
8. Draft beer

Service System

Use the following system in case of register failure:

At Esplanade Restaurant & Lounge, we use a silent ordering system. All drinks are to be written properly by the servers on a guest check before obtaining cocktails from the bar. Be sure of proper price category and drink abbreviations before going to the bar. Put ticket in on bar easel.
Food & Beverage will then make the drinks and, using a grease pencil, underline the ticket. Servers will garnish properly and serve. Also, this system eliminates having to call out the drinks. This is most important for control and efficiency at the bar.

Preparing Drink Orders

Prepare all drink orders to recipe. Check glassware to make sure it is clean and not chipped, ice all drinks properly and ensure all beer/wine is served cold. Your goal is to prepare and deliver an order in less that 1-minute.

Delivering and Serving Drinks

In presenting drinks at the table, serve ladies first. Handle the glassware in such a manner that your hands will not come in contact with the rim. If you are in doubt about who gets which drink, ASK! It is better to appear forgetful than to appear dumb. If the customer is sitting at the bar, always ask if they would like to run a tab, whether it's with cash or credit card.

If the guest pays in cash, leave yourself open for a tip. For example, if the tab is $24.50 and the guest gives you $40.00, make sure you give change of 5 ones, 2 fives, and 2 quarters. If the tab is $4.75 and the guest gives you $10.00, make sure you give change of 5 ones and 1 quarter.

Continued Service

Be attentive. Face your station. Never turn your back on your guests!! After a guest has been served, do not abandon them. Approach the guests often to empty and clean ashtrays and remove debris. Change soggy napkins for fresh ones. All these services are subtle methods of "silent selling."

If you see an empty pack of cigarettes, offer to get the customer a new pack. Open the pack, tap a cigarette out and offer to light the cigarette for the customer. Always carry a lighter while you are working.

Be able to do two things at one time

Examples:

- Take drink orders while cleaning bar.
- Take orders while waiting for another guest to pay for a drink.

When not servicing the bar, step back and refrain from involving yourself in the guests' conversations. Be attentive and efficient, but never appear to be listening to the conversation. Never take part in a guest's conversation unless directly addressed by the guest. Continually check for reorders with eye contact and attentiveness.

Always be alert to solve guests' problems and answer questions: be a part of the solution. If guests leave the bar to circulate, cover their drinks to notify others that the guest will be returning. Establish regulars by remembering what they drink. This contributes to personalized service. There is no reason a guest should have to ask for another cocktail. When the drink is 1/2 empty, offer to bring another by name: i.e., "Can I bring you another Jack and Coke?" Never take a guest's glass until a guest signals that it can be removed, or until replaced with a fresh drink. Always replace soggy napkins and replace when serving a fresh cocktail.

If a new guest joins a party, take his/her order, but never assume that the new drink(s) go on any existing tab. Repeat service procedures for every additional guest. Be aware of your station. As guests are leaving, thank them for coming and invite them back again. Give your guests a Unit business card with your name written on it, so they will ask for your excellent service the next time they visit us.

Service Time

Service time is the time it takes for the guest to be greeted, have their order taken, and for the guests' drinks to be delivered. It is the length of time the guest perceives receiving service. The total length of time should be four minutes or less. One minute or less to be greeted, and then three minutes from the time the order is taken until the drinks are delivered.

Periodically throughout the night, management randomly clocks service times and tracks them on a chart. This is not a personal test of your ability to efficiently serve cocktails, it is a tool used to raise our level of awareness as to how our guests perceive our service. Our goal is to service all guests efficiently and consistently within four minutes.

Liquor Laws

Remember at all times that we have a responsibility in taking care of our guests, to whom we are serving alcoholic beverages.

It is against the law to:

- Serve alcoholic beverages to an intoxicated person.
- Serve alcoholic beverages to an underage person. If you are in doubt, it is your responsibility, as a server of alcoholic beverages, to ask the individual for proper identification. (Please see DL Samples)
- Permit any intoxicated person to remain on the premises. Do not try to handle this type of situation yourself: GET A MANAGER.
- Allow anyone to bring alcohol in any form into the Restaurant with him or her.
- Have an employee under the legal drinking age handle, dispense, or serve liquor. (Employee must be 19 year of age)
- Pour from one bottle to another.
- Serve liquor from any bottle not purchased by the Restaurant.
- Allow anyone under the legal drinking age to sit at the bar. They are allowed to sit in the bar area, but not at the bar.

LOCAL ORDINANCES YOU SHOULD KNOW

LEGAL SERVICING HOURS

Another area where disregard of the law may bring stiff penalties concerns the hours when liquor may and may not be served. You should know when you must stop serving, when all glasses must be off the tables and bar, and when all guest must be out of the establishment. If it becomes necessary in upholding the law, remove glasses from the tablets.

Day	Hours
Monday through Thursday	8:00 a.m. to 1:00 a.m., the following
Friday and Saturday	8:00 a.m. to 2:00 a.m., the following
Sunday	9:00 a.m. to 1:00 a.m., the following
New Year Eve	8:00 a.m. to 2:00 a.m., the following
St. Patrick's Day	8:00 a.m. to 2:00 a.m., the following
Thanksgiving Eve	8:00 a.m. to 2:00 a.m., the following

It is unlawful to permit customers to consume alcohol on premises later than one hour after the applicable closing time. Food service for all restaurants must be available up until 1 hour prior to close.

MINIMUM AGE OF SELLERS

Age of seller policies require that alcohol servers and clerks be a minimum age in order to legally serve or sell alcohol. Clerks must be at least 21 years of age to ring up any sale of alcoholic liquor. Servers must be a minimum of 19 years of age; however, they under 21 server MAY NOT take the initial order or make the determination that a patron is of age. Initial orders/determination of age (carding) must be done by another server who is over 21.

ADULTS SHARING DRINKS WITH MINORS

The Management will make it clear that adults sharing drinks with minors will not be tolerated. Regardless if in the company of parents, those under 21 should not be allowed alcoholic beverages.

- If an instances arises; the Manager will immediately tell the party that such practices are not permitted.
-Make it understood any alcoholic beverage in front of a minor will be immediately removed.
-If the party persists, the Manager will remove the alcoholic beverage from the adult and refuse to accept further orders.

LIQUOR PRODUCT IDENTIFICATION SIGNS

The sale of alcoholic liquor for consumption on the premises within the Village shall be limited to restaurants, hotels and recreation facilities, with liquor as incidental of the operation of any such establishments. Liquor product identification signs (banner, placard, poster streamer, balloon or other attention getting device, which is designed or used to advertise, promote or identify a particular brand of liquor- including, but not limited to, "beer signs" that may involve electronic or neon displays) shall not be permitted as any interior or exterior sign for any premises holding a license for on-premise consumption.

SERVING INTOXICATED INDIVIDUALS

Servicing an obviously intoxicated person is strictly a violation of policy and may lead to civil or criminal responsibility. If an obviously intoxicated person leaves the premises and gets into an accident, a civil suit or criminal proceedings may be brought against both the company and the individual employee(s) responsible. Our best protection will come from the exercise of common sense by both management and employees. Employees serving alcoholic beverages should be aware of their responsibilities AND their potential personal liability.

MANDATORY SERVICE

Every employee who serves, sells or distributes alcoholic liquor shall successfully complete a certificated training program and maintain a current effective certification from said program. Certificate(s) shall be made available upon the licensed premises for inspection by the Village.

BOTTLE SERVICE

Bottle service advertising, offer for sale of distilled spirits by the bottle is prohibited. The sale of pre-mixed carafes (not exceeding 64 ounces) of no more than two distilled spirits mixed with a non-alcoholic beverage (i.e. margaritas) are allowed, but must be delivered to two or more people.

GIVING AWAY ALCOHOLIC LIQUOR

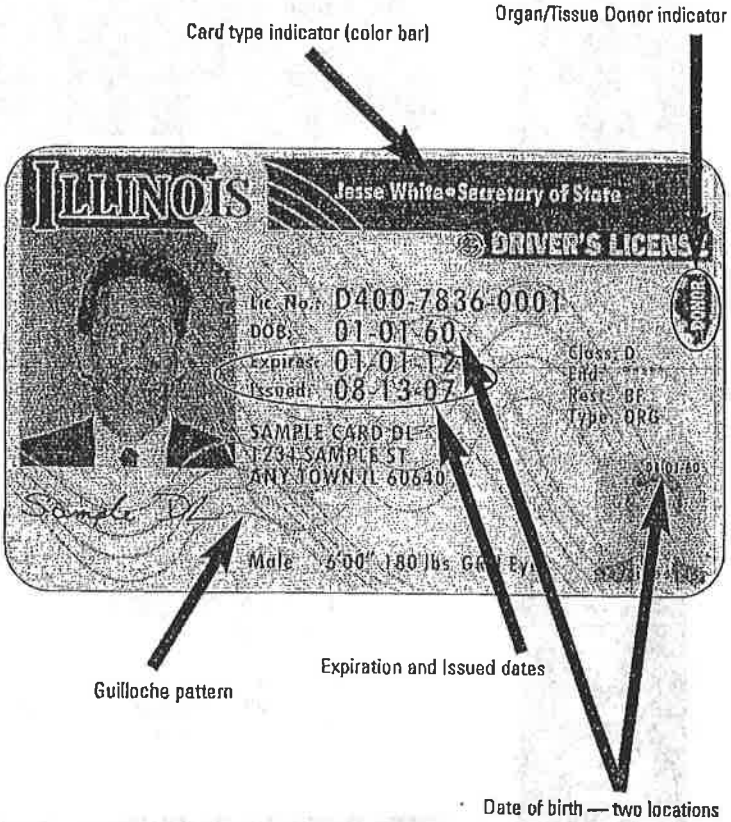
At no time is a licensee allowed to give away liquor. This include offering free or complimentary alcohol whether to regular patrons or to patrons in a private party or function. Licensees may also not advertise "free", "complementary" "open bar" or "unlimited drinks" in regard to alcoholic liquor.

Village of Downers Grove
Alcohol Awareness Programs

COMPLIANCE TESTING (Control Buy Program)
The Downers Grove Police Department periodically conduct on establishment to ensure that minors are not being served alcohol. An under 21 agents is sent into each establishment to attempt to purchase liquor. In the event staff serves or sells alcohol to the minor, the individual involved in the service/sale is immediately issued an administrative citation (ticket0 for serving the minor. In addition, the license will be required to attend a public hearing on the violation. A finding of guilty with regard to the violation will result in fines, penalties and/or suspension of the liquor license and possible mandatory certified training for all employees.

*$500 administrative citation to the individual involved in alcohol sales to a minor
*Up to $1,000 to cover costs of a disciplinary hearing
*Up to $15,000 in fines
*Suspension and/or revocation of liquor license

Driver's License/ID Card Security Features



Driver's License Features

- Card type indicator
  Red — Driver's License and CDL
  Green — ID Card
  Purple — TVDL
- Guilloche pattern in background
- Date of birth in two locations
- Ghost image of photo
- Organ/Tissue Donor indicator
- UV, hologram, microtext and more

Additional Features — Under 21 Driver's License

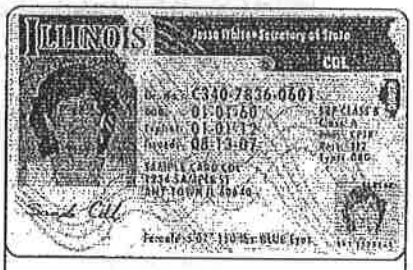
- All security features listed above
- Under 21/18 dates
- Vertical design

Valid Over 21 Driver's Licenses/ID Cards

NEW
to be phased in Fall 2007

Driver's License, issuance phased in Fall 2007

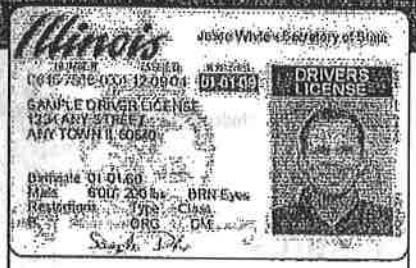
ID card, issuance phased in Fall 2007



CDL, issuance phased in Fall 2007

Temporary Visitor Driver's License (TVDL), issuance phased in Fall 2007

OLD
to be phased out upon individual expiration dates



Driver's License

ID card

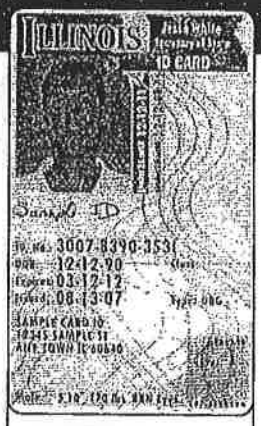
CDL

TVDL

Valid Under 21 Driver's Licenses/ID Cards

NEW
to be phased in Fall 2007

Under 21 Driver's License, issuance phased in Fall 2007



Under 21 ID card, issuance phased in Fall 2007

Under 21 CDL, issuance phased in Fall 2007

Under 21 TVDL, issuance phased in Fall 2007

OLD
to be phased out upon individual expiration dates

Under 21 Driver's License, Issuance began 1/1/05

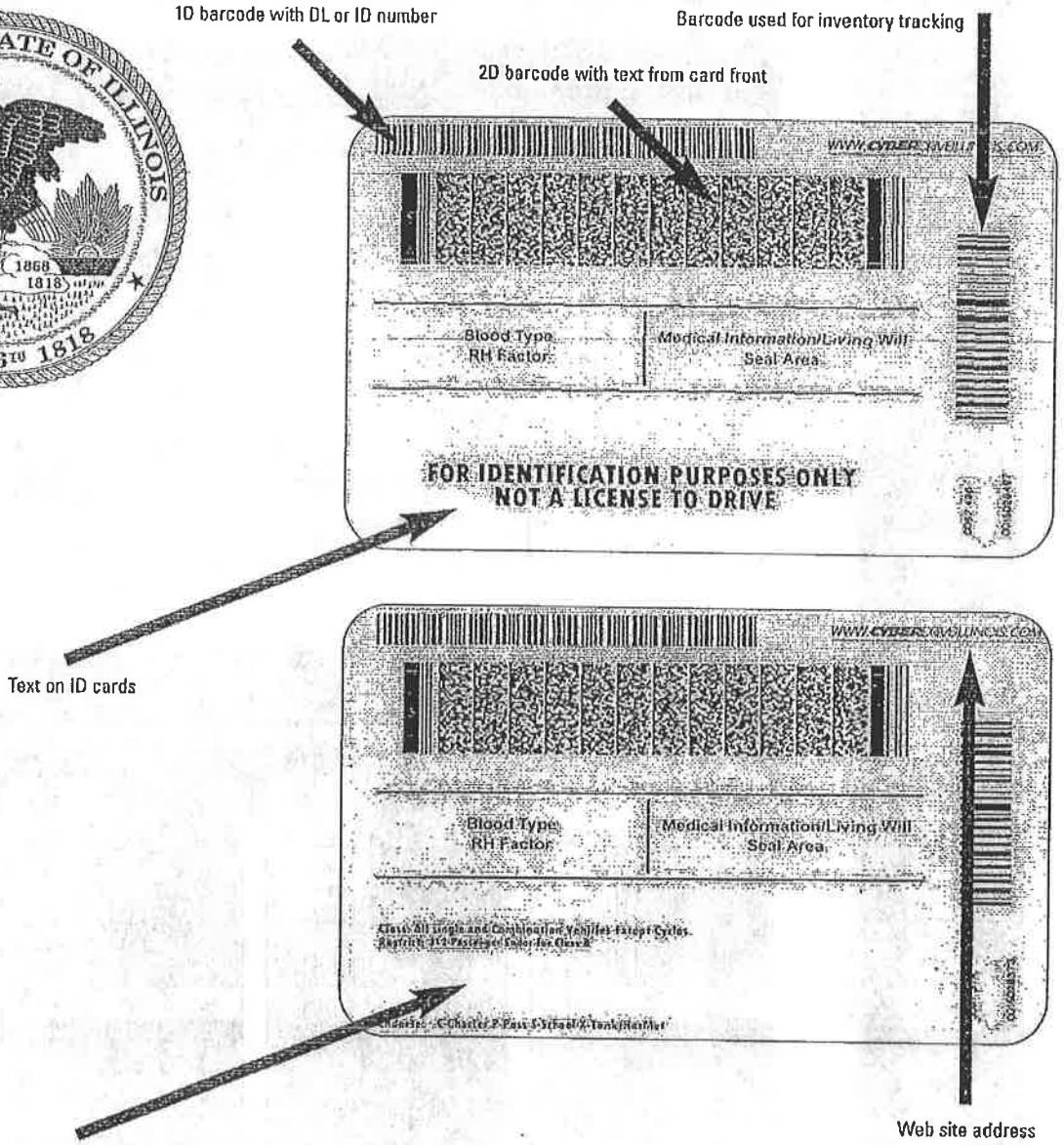
Under 21 ID Card, Issuance began 1/1/05

Under 21 CDL, Issuance began 1/1/05

Under 21 TVDL, Issuance began 1/1/05

Under 21 Driver's License Style, 12/30/02-12/31/04

Features on Back of Driver's License/ID Card



Features on Back of Driver's License and ID Cards

- Existing medical information areas relocated
- Existing 2D and 1D barcodes relocated
- New 1D barcode for internal materials tracking
- Web Site address — www.cyberdriveillinois.com
- New text on ID cards (Not for driving purposes)
- Organ Donor signature area no longer needed due to new Organ/Tissue Donor Registry (witnesses or family consent no longer necessary)

Service Well

Servers will order beverages for guests at tables through the Food & Beverage at the service well.

Server Responsibilities

Servers work as a team with the service Food & Beverage to ensure that drinks are prepared for our guests in the most efficient manner.

Servers are responsible for:

- Garnishing drinks

Food & Beverage Responsibilities

The service Food & Beverage is responsible for:

- Preparing drinks.
- Teaching servers when mistakes are made in price, glass, or garnish.
- Always use two hands to do several things at one time.
- Service well is your main priority (keep servers happy).

The Food & Beverage working the service well is the Food & Beverage who pours drinks for the servers; but also is responsible for the guest area of the bar. Servicing the servers' needs is the service Food & Beverage's top priority. When busy, recognize the customer first, but serve the servers first.

Guests will often try to order drinks in the service well area. You should politely ask them to step out of the station. Explain that you will be happy to get their drinks if they step to another area, but where they are standing is a work area for the servers.

Drink Basics

Cocktails contain two types of ingredients and may contain a third. They are:

- Base
- Modifying, smoothing, or aromatizing agent
- Special flavoring and coloring ingredients

Base

This is the fundamental ingredient. It makes up at least 50% of the cocktail. Normally, the base consists of a single liquor, which determines the type of cocktail. There are gin cocktails (Martini), whiskey cocktails (Manhattan), rum cocktails (Daiquiri), etc.

It is possible to combine two (or more) liquors as a base. For example, rye and bourbon whiskeys, while different in flavor, have the same characteristics and can be used interchangeably or in combination as a base. Gin and white rum also blend well.

Modifying Agent

This ingredient smoothes down the biting sharpness of the raw liquor and adds character to its natural flavor. The modifier flavor should never predominate over the liquor flavor.

There are three classes of modifying agents:

- Aromatics - vermouth, bitters, Dubonnet
- Fruit Juices - orange, lemon, lime, etc., with or without sugar
- Miscellaneous - "smoothing" agents such as sugar, cream, eggs, etc. Cream and eggs produce a creamy, foamy drink that is pleasing to the eye, as well as pleasant tasting.

Special Flavoring & Coloring Agents

These include fruit syrups as well as cordials or liqueurs. An ingredient that is used as a modifier in one cocktail may be used as flavoring or coloring in another.

Recipe Adherence

Your guests expect to receive a consistent, great tasting drink every time they visit. In order to maintain a high level of consistency and guest satisfaction Esplanade Restaurant & Lounge has carefully developed written recipes for all drinks.

Every recipe has been thoroughly tested to ensure that the quality meets our guests' expectations. Take pride in adhering to the recipe 100% of the time.

Strict recipe adherence will involve focusing on the following areas:

- Glassware
- Ice
- Liquor Pouring
- Drink Making & Techniques
- Eye Appeal
- Mixes

  (This may be waived, after you pass a free pour test)

Standardization of Beverage Orders

Well liquors are used when the guest does not specify a particular brand to use: i.e., bourbon and Coke.

Call liquors are used when a guest specifies a particular brand of liquor for the drink: i.e., Jack Daniel's and Coke.

Premium liquors are liquors with a specific brand name, but are either aged or imported, and therefore, are more expensive: i.e., Crown Royal and Coke. This would include the Super Premium liquors.

To be poured into the drink, then the drink is ordered by calling its name. Examples of this would be Long Island Iced Tea, Black Russian, or Manhattan.

Also, when ordering a drink that is to be prepared on the rocks, order it as such. If a customer orders a Stoli on the rocks, order "Stoli rocks." The Food & Beverage will then pour 2 oz. of that liquor. This does not include drinks that contain a "splash" of a mix. These get ordered normally, and get an ounce and a quarter shot.

Super Premium liquors are liquors and liqueurs with specific brand names, but are either aged or imported, and therefore, more expensive: i.e., a multi-liquor drink such as Long Island Iced Tea which uses Absolute, Tanqueray, Grand Marnier, and Bacardi.

Top Shelf liquors are specialty liquors and liqueurs with a specific brand name, but are either aged or imported, and have limited availability, therefore, are more expensive. The items will be individually priced per circumstance: i.e., Porfidio Tequila and Basil Haden Bourbon are in the Top Shelf category, yet may not be the same price.

Preparing Drinks

Consistency of product is a vital part of our professionalism. A drink prepared by one Food & Beverage must be prepared exactly the same way by all other Food & Beverages. Therefore, it is essential that you study and learn the drink recipe manual and any specialty or regional drink recipes.

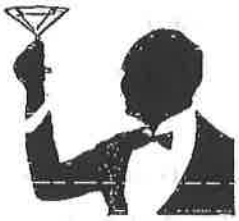
Before preparing a drink order, be certain that you have heard the guest's order correctly, and repeat the order to the customer. Returned drinks are costly to the Restaurant's profits and produce unhappy guests.

If you do not know a recipe, look it up in the recipe book. If the drink is not listed, ask the guest if he or she knows the ingredients. Often, the same drink is called by a different name in different locales.

Always line up your tools and ingredients before beginning. A drink that stays in the shaker while you get a glass will be less than the best. Pour drinks accurately, using your jigger. Whenever possible, mix drinks within the guest's sight with the label pointing toward the guest.

Return all liquor or other ingredients to their proper place after using them. This speeds up service by ensuring the item can be found quickly and easily for the next drink. After using any mixing time, always rinse and wash before returning it to its proper storage place. The tin will be ready for the next drink.

Glassware



There are three basic rules concerning glassware:

- Use the proper glassware for each drink.
- Ensure that glassware is sparkling clean.
- Ensure that glassware is not cracked or chipped. (Always use an ice scoop; this will prevent glassware from chipping and cracking. This is also a safety measure).

Proper Glassware

Glassware is specified on each drink recipe. Always use the correct glass. This ensures the correct ratio of liquor to mixer. All of our recipes were developed specifically for our glassware.

Unless specified in the recipe as pre-heated or pre-chilled, glassware must be at room temperature. Glassware just out of the dish machine is too hot to use. Adding ice to a hot glass will cause breakage.

Chilled Glassware

A glass is chilled when used to serve a cold beverage with no ice.

- To Chill a Glass: Fill the glass with cubed ice, and then with seltzer. Allow to sit while preparing the drink, then discard ice and water. Shake out excess water and pour the cocktail. Do not return ice and water to the ice bin.

Pre-Heated Glassware

A glass is pre-heated when used to serve a hot drink or aromatic liqueur.

- To Pre-Heat a Glass: Fill the glass with hot water and allow to sit until hot to the touch, then pour hot water back into the pot.

Clean Glassware

A drink loses its appeal if it is served in a spotted or streaked glass.

At the front bar the glass washing machine is used to ensure clean glassware:

- Please check cleaning chemicals frequently to ensure proper operation.

This method satisfies health requirements, and ensures sparkling glassware.

Ice

90% of the drinks you make use ice in some form. Ice is a food product and is consumed by your guests. It is treated with the same sanitary procedures as any food item in our Restaurant.

Always ice glasses with an ice scoop. Never use your hands or scoop a glass through the bin.

Glasses should never be placed in ice. You might break the glass in the ice.

Ice must be hard and clear. Your management staff has a regular maintenance program for the ice machines to ensure that they work properly and provide the correct product.

Ice must be cold. Ice may vary in temperature from -10 F to +32 F. "Warm" ice melts quickly and makes weak, diluted drinks.

Ice must be dry. Ice should stay dry. The ice bins should have adequate drainage to allow melting water to drain off easily and quickly. Check ice bin drains at the ice machine, service bar, and front bar at least one a week.

Ice must be clean. Keep all impurities out of the ice. Some bars store fruit, bottles, and cartons in the same ice used to mix drinks. Health departments regard such ice as contaminated, and you should, too. Ice bins and ice scoops should be included in a regular clean-up program.

Use plenty of ice when making drinks. Unless specified by recipe, all glasses should be packed with ice before a drink is made. This ensures the proper ratio of liquor to mixer. The correct amount of ice also prevents over-dilution. Dilution is the water from melting ice, and is part of any drink. However, excess dilution spoils the drink.

Use fresh, clean ice for every drink you make. Throw used ice away. You would not serve a partially eaten salad, so do not use partially consumed ice. Occasionally, a guest will request that you build a new drink on top of the old one. In that case, accommodate the guest.

If you break a glass near or over an ice bin, take that ice out of service immediately! Do not take a chance with your guests' safety. Broken glass in ice is extremely hazardous.

Drink Making Techniques

All of our drinks are made using one of the following techniques:

- ☐ Build
- ☐ Stir & Strain
- ☐ Shake & Strain
- ☐ Mix
- ☐ Blend
- ☐ Layer
- ☐ Float
- ☐ Top
- ☐ Muddle

The correct procedure will be specified in the recipe.

Build

When building a drink, the ingredients are poured directly into the glass in which it is served (with or without ice). Building is the easiest drink-making technique (used for highballs, juice drinks, nails, and hot drinks).

Stir & Strain

This technique is used to chill a clear liquor/liqueur or combination of liquors/liqueurs when they are served straight up.

Stirring mixed ingredients, assures proper dilution, and chills liquor to the proper serving temperature. Clear liquors are stirred and strained, instead of shaken and strained, to maintain the crystal clarity of the liquid.

If a clear liquid is shaken or mixed, it becomes mixed with air and looks cloudy.

To stir and strain a drink:

1. Fill a mixing glass with ice.
2. Pour ingredients into the mixing glass.
3. Stir quickly 8 to 10 times with a bar spoon until condensation forms on the outside of the glass. DO NOT CHURN.
4. Fit a bar strainer over the mouth of the mixing glass and strain the liquid into the proper glass. Never use your fingers to strain a cocktail.
5. Wash the mixing glass, strainer, and bar spoon.

Shake & Strain

This technique is used with opaque ingredients (juices, sweet & sour mix, cream).

Shaking and straining accomplishes the same result as stirring and straining, but also produces a froth from the mixture and provides a good show for the guest.

To shake and strain a drink:

1. Fill a mixing glass with ice.
2. Pour ingredients into the mixing glass.
3. Fit the mouth of a mixing tin over the mouth of the mixing glass at an angle.
4. Rap mixing tin firmly downward onto the mixing glass to create a seal.
5. Hold the base of the mixing glass in one hand and the base of the mixing tin in the other hand. Vigorously shake until a frost appears on the mixing tin.
6. While holding the mixing tin and glass, as in Step #5, gently tap the protruding edge of the mixing tin against the shot rail to break the seal between the tin and the glass. Lift the tin off.

7. Fit a bar strainer over the mouth of the mixing glass and strain the mixture into the proper glass.
8. Wash the mixing glass, tin, and strainer.

Blend

A blending technique is used to liquefy solids. Frozen and ice cream drinks are blended to a slushy or creamy consistency. There should be fluid enough to pour, yet thick enough to hold a straw upright.

To blend a drink, follow these instructions:

1. Place ingredients into the blender cup, and then add ice.
2. Firmly set blender cup on base/motor. Place the top on the blender.
3. Set speed to "low" (draws ingredients down into blades and extends the life of the blades, clutch and motor). Turn motor "on."
4. To produce a fully blended drink, after ingredients are incorporated, switch speed to "high" until the blending is smooth.
5. Switch speed back to "low", turn off motor, allow blender to slow, and remove blender cup (this extends the life of the blades, clutch and motor).
6. Pour the mixture into the proper glassware.
7. Wash the blender.

Layer

Layering is used to produce distinct "layers" of ingredients with clear and sharp separation of one layer from another.

Each ingredient is poured so that it "sits" atop the preceding ingredient, with no mixing of the two.

To achieve this effect, follow the ingredient order listed in the recipe.

1. Pour first ingredient into the glass.
2. Place bar spoon atop first "layer" so that the bowl of the spoon rests on the surface of first "layer."
3. Slowly and carefully pour the desired amount of the next ingredient "layer" into the bowl of the spoon (technically, the downward force becomes an outward force, moving the second ingredient across instead of through the first.)
4. Carefully angle the spoon out of the layer.

Float/Top

This technique produces an effect similar to layering. When floating or topping, however, the "bleeding" of one ingredient into another is desired vs. the sharp distinction between ingredients achieved by layering.

To float an ingredient, pour it slowly from closely above the rim of the glass while moving the bottle or pitcher in a circle over the top of the drink.

Muddling

Muddling accomplishes:

- Extraction of juices or flavors from solids (example: cherry and orange for an Old Fashioned), or
- Dissolving of solids into liquid (example: sugar cubes for Irish Coffee).

A muddler is a non-porous wooden tool used to press the ingredients, not beat them. To muddle an ingredient, hold muddler firmly and press it into the ingredient while turning it a quarter of a turn. Continue this action until the solid is dissolved or the juice is released.

Eye Appeal

Eye appeal is very important. It impacts a guest's experience in our Restaurant in three ways:

It Is a Sales Tool

There is a certain "something" about a unique drink that arouses the guest's curiosity enough to ask the server about it. This is an excellent opportunity to use salesmanship to introduce guests to our unique products.

It Enhances the Flavor of a Cocktail

Eye appeal is an important part of a guest's impression of a mixed drink. If a drink is served in a sparkling, clean glass with fresh and attractive garnishes, it will seem to taste better than the exact same drink served in a spotted glass with an inferior garnish.

Serves as a Statement of Our Overall Quality

Every drink we serve is an example of the quality of our Restaurant. Inferior products or garnishes should never be used. There is no reason eye appeal cannot be 100% correct 100% of the time.

Garnishes

A good garnish increases the overall appeal of a drink. It should not detract from the drink or make it difficult to consume the drink.

A garnish should be vivid in color and fresh in appearance with no visible signs of age or deterioration.

A garnish is part of the recipe and is an essential part of the drink. The drink recipe book gives sensitivities, which must be observed for all garnishes.

Quality Hints

Cutting Fruit

- Always wash fruit in cold water before cutting.
- Always use a clean cutting board.
- Use a clean, sharp knife.

Stocking

- Only stock enough fruit for any given 2-hour period (both at the point and service wells).

Storage

- Always store garnishes refrigerated, covered, and labeled.
- Do not store old garnishes on top of new garnishes.
- When storing citrus garnishes, which have been stocked, rinse them with soda or water, and drain before coverage and refrigerating.
- Cherries, olives, and cocktail onions should be stocked and stored in their own juice.
- Cut celery should be stored in water to retain crispiness, and stocked on the station in ice water.

Waste/Quality Control

- The most effective way to control garnish waste is to use accurate pars. Your manager will demonstrate where your pars are recorded and how to use them.
- Quality control is everyone's responsibility. Garnish quality must be judged each time a garnish is stocked, stored, or used.

24-Hour Garnish Cycle

Using a 24-hour garnish cycle ensures garnish freshness. To begin this cycle, assume that when the Food & Beverage begins to cut garnishes, no fruit is left from the previous day.

Closing Out A Table

Presenting the Check

Before presenting the check, look it over to make sure you have charged for everything correctly.

- Appetizers
- Soups
- Salads
- Entrees
- Sides
- Desserts
- Coffee
- Wine

Either give the check in a booklet to the host (if known), or place it in the center of the group and say, "Thank you." If the customer is paying with a credit card, follow the house procedure. Pick up the check and voucher after it is signed, and again, thank the customer. DO NOT examine the tip as you leave the customer.

When you drop the check at the bar, make sure the customer knows YOU are the cashier and will take care of the check whenever they are ready. There is nothing more aggravating for a customer than wandering around looking for a cashier.

Remember, it is at this point, when closing out the check, that the guest is deciding the Food & Beverage's tip. A bad impression here can undo all previous good impressions.

The Farewell

When your guests are departing, we have four distinct objectives:

5. To make sure their experience in our restaurant was pleasurable.
6. Thank them, by name, for their patronage.
7. To invite them back for another visit soon.
8. To make sure their last impression is a positive one.

Methods of Payment

Approved methods of payment are cash, VISA, Master Card, and American Express, and checks. All other methods of payment, i.e. Travelers Cheques, require management approval. When accepting personal checks, you must get approval by management, and include the following information:

- Driver's license number
- Current address
- Phone number (day and evening)

Opening, Running, Closing Duties

Every shift at the restaurant has opening, running, and closing duties. These duties are posted in the bar book. These duties are extremely important in assuring smooth daily operations and ongoing quality service. These duties require teamwork, and through teamwork, we will maintain excellence in service.

Opening and closing duties will not be considered complete until approved by the manager on duty. Running duties refer to ongoing duties while the Restaurant is open for business. The responsibility of making sure these duties are being done during the shift is that of you and your teammates. Each station is assigned its own duties. Some duties will require individual effort, while others will require team effort.

Bar Cleanliness

Cleanliness at the bar is essential. Our guests' impression of us is at stake. Even at hours of peak business, your bar should appear clean and attractive.

Your store will have a list of daily housekeeping duties for the bar. This list will include the following:

- ☐ Stainless counters
- ☐ Sinks
- ☐ Ice bins
- ☐ Liquor bottles
- ☐ Trash cans
- ☐ Bar surface
- ☐ Refrigerators and Coolers
- ☐ Plastic bottles
- ☐ Glassware
- ☐ Condiments and holders
- ☐ Blenders
- ☐ Mixers
- ☐ Back up liquor
- ☐ Beer taps
- ☐ Coffee burners
- ☐ Beer drains
- ☐ Speed rails
- ☐ Storage areas
- ☐ Soda gun hoses and nozzles
- ☐ Cash registers

These tasks are specifically assigned as A.M. or P.M. duties to the opening Food & Beverage, early out Food & Beverage, or closing Food & Beverages/barback.

On a weekly basis, every part of the bar is thoroughly cleaned.

~~The weekly cleanup will include:~~

- Cleaning out all storage areas.
- Cleaning out all par shelves.
- Cleaning stainless counters and sinks.
- Cleaning out walk-in and reach-ins thoroughly.
- Cleaning soda gun - nozzles, holders, and hoses.

End Of Shift Responsibilities

At the end of your shift, you will be responsible for cleaning and restocking the bar.

If you work on A.M. shift or a P.M. early out, you will leave the bar clean, organized, and stocked with liquor, beer, wine, mixes, garnishes, and glassware for the closing Food & Beverage(s).

If you are closing, you will complete a comprehensive check of the bar's organization. Your responsibilities will include:

- Restocking responsibilities:
  - Liquor
  - Beer
  - Wine
  - Napkins
  - Straws
- Proper storage procedures:
  - Mixes and juices
  - Usable fruit garnishes
  - Ice cream
- Cleaning responsibilities:
  - Fruit containers
  - Mixing glasses
  - Tins
  - Strainers and utensils
  - Bar top
  - Ice bins

- Stainless surfaces
- Floor

- Removing all bottles, cleaning the speed rail and the bottles, and reorganizing the bottles.
- Flushing beer drains and cleaning drip pans and grills.
- Emptying trash and storing trash cans.
- Requisitioning liquor.
- Completing walk through with the Manager.

Food & Beverage Security Responsibilities

1. When coming on duty, the Manager will supply you with the appropriate cash banks. You should count this prior to starting your shift.
2. You are responsible for any differences when checking out.
3. If you need change during your shift, notify your Manager.
4. If you accumulate over $1,000 in cash in the register drawer, the Manager will remove the excess leaving only sufficient change reserve for you to operate.
5. The Manager and you will verify and record (in the P.O.S. as a Drop) the amount of cash taken. The cash will be dropped in the safe and will be witnessed by another Manager or Food & Beverage.
6. Upon checking out your register, call the Manager for an escort to the office and lock the door.

Check Out Procedures

1. Your computerized register system will print out your guest check at the end of each table's meal. This alleviates the issuance of any manual guest checks.
2. Once a guest check is printed out and a customer has paid, you will close out that check to cash, Master Card, VISA, or American Express, or other forms of payment. You must keep all printed out closed guest checks for checkout.
3. Before beginning your checkout each shift, check the following:

   - Make sure all your customers are through, have been tabbed, and do not need anything else. I.e., coffee, tea, etc.
   - Be certain the manager has closed your section for the shift.
   - Make sure you have collected from all of your tables and have all your tickets with you.
   - Make sure all plates, silverware, glassware, and containers are cleared from all of your tables.
   - Be certain that all of your side work and closing duties are done.
   - Make sure that you have your full uniform on at all times, while in the front of the house.
   - Have a manger do any deletions of voids, over rings, and promo tickets. All over rings must be signed by a manager at the time they occur, and not at the end of the shift. You never sit down to eat, drink, or smoke until all of the above are completed. Starting your checkout before all your customers are finished is grounds for termination.

Over Rings Or Voids

Any time you make a register mistake of an item you did not want to ring up. Get a manager immediately to correct this on the register, and

notify the kitchen or bar NOT TO PREPARE THAT ITEM. Over rings and voids are register mistakes of items never served or prepared.

House Promo

Occurs anytime an item has been prepared and served to a customer that was not satisfied with the item. Perhaps it was under or over cooked, or the glass was chipped, etc. This would include a customer waiting too long for their meal. Only a manager can do this function on the register. Get the manager before closing any house promo tickets.

Manager Promo

Occurs anytime a manager wishes to buy a table a round of drinks, perhaps a dessert, or any free purchase approved by a manager promoting good will to our patrons. Inform the manager when you are serving a regular guest you would like to buy a drink for, a special guest to send an appetizer out to, a large party, or to send complimentary desserts. Please introduce the manager to these customers by name. We want to help you develop a large regular following. From time to time, the restaurant will have contests promoting such clientele builders. Get the manager on duty before closing out any manager promo tickets.

Employee Discount/Customer Discount

Occurs anytime the full amount of an item will not be collected. For example, employee meals or coupons offering $2.00 off any menu item, or buy one, get one free coupons, or frequent lunch program discounts. Only a manager can discount guest checks on the register. Get the manager on duty before closing out any discount checks.

Now You Are Ready To Check Out!!

1. Arrange your tickets, top to bottom, in the following order:

   - All promo tickets - manager, house discounts and other charges.
   - All charges, separated in this order: 1) American Express, 2) Master Card, and 3) VISA. Be certain merchant copy of the charge voucher is stapled to the paper guest check.
   - All remaining cash tickets.

2. Prepare the Server Checkout Sheet. Make sure you have no open checks.

3. Be certain charge totals of Master Card, VISA, and American Express, along with promos, discounts or other charges balance with what you have on your guest checks. Use the calculator to double check. If they do not balance, this means that you are missing a guest check, or charge receipt

   NOTE: Add only items that were actually rung up on the register. If you bought a customer's cigarettes, for example, and you added that money in on their tab by hand, do not include it in your actual totals. This will prevent you from balancing to the register.

4. The following items should be ready for the manager, before you enter the office:

   - Promo checks, houses, and over rings accounted for on register.
   - Have all money counted and faced.
   - Have all charge vouchers matched with the ticket they paid for.
   - All tickets in order, with houses, promos, then charges, and cash tickets as previously stated. There should only be ONE person in the office doing checkout at a time. This helps eliminate unnecessary confusion and mistakes. Please use the calculator provided for you.
   - Have the Check Out Sheet completed up to the register reading entries.

5. The manager will give you your register reading to enter on your Check-Out Sheet. The register reading will include your total sales and your total cash due. Cash due = total sales - charges. Count out cash due and have ready in the largest denominations of bills possible.

If for some reason you cannot balance to the register totals, ask the manager for assistance.

Tip Pool

A tip pool is to show appreciation towards those team mates who assist you in doing your job more proficiently: allowing you to give the best service possible, and helping you make more money.

The management at Esplanade Restaurant & Lounge understands that we cannot dictate how the service staff participates in a tip pool; however, we believe in a strong teamwork philosophy. Due to this philosophy, we have given the staff the decision-making powers to create and implement a tip pool with management assistance and final approval.

Performance Standards

1. We do not have "go cups" under any circumstances. No one may take any bottle or glass outside of the building.
2. We do not keep purses or any personal belongings for the customers. This includes employees when they are in on their off nights.
3. Advise a Manager of any customer who appears to be intoxicated.
4. IF YOU ASK TO LEAVE...YOU CLOSE.
5. If you fail to show up for a shift, you will meet with the General Manager prior to your next scheduled shift.
6. Notify a Manager of anything out of the ordinary, or any possible problem.
7. A smile and friendly attitude are part of everyone's uniform and will increase your income.
8. All employees are required to have a telephone number where they can be reached.
9. If you notice anything in the Restaurant that is broken or damaged, notify a Manager.
10. Do not leave the bar on break without checking with a Manager.
11. Do not eat, drink, or smoke while on the floor.
12. You must be in the bar working in completed uniform at your scheduled time.
13. A Manager must approve all schedule changes.
14. If you wish to continue to have a break area, keep it clean. Do not leave glasses, ashtrays, napkins, etc., lying out.
15. You must clock in and out as scheduled. BE ON TIME
16. Print a copy of your schedule each week. Do not call up to the Restaurant to find out your schedule. You are responsible for knowing your schedule.

17. You may not receive personal phone calls at the Restaurant, except in a real emergency. Please inform your friends and family.

18. Schedule requests are due one week prior to the posting of the schedule. Leave them in the designated area.

19. You may not come into the back of the house after you have been drinking. You may not take drinks into the break room.

20. If you want to return to the Restaurant after work and have a cocktail, maintain a very high standard of behavior, leave at last call, and be the very first to leave when the lights go up.

21. If you have a suggestion on how to make the Restaurant run more efficiently, please give them to a Manager.

22. Remember to enjoy yourselves and have fun while you are here. Let the Managers handle all problems, big or small.

23. You will greet your guests with -

    - A smile
    - Your name
    - A welcome
    - Promotional information and specials

24. When your guests leave, you will thank them for coming and invite them back.

25. You will clean stations during your shift - EVERYTHING from floor to ceiling.

26. No more than two cigarette butts per ashtray. Cap them properly.

27. Your service well is your station -- KEEP IT CLEAN!

28. Teamwork is ESSENTIAL.

29. Do not grab glasses from people's hands at last call. Find a Manager, and let them assist.

You Should Not

1. Make unnecessary noise. This is annoying to guests dining nearby.
2. Overfill a glass with mix; it weakens the drink.
3. Be overly familiar with a guest when he/she is with others.
4. Mention a guest's last visit unless they bring it up first.
5. Let guests wait for service if they are alone at the bar (they will become impatient quickly). Remember the order in which guests arrive, but try to serve the "loner" first.
6. Gossip. Do not tell off-color stories or argue politics or religion. Never complain about fellow employees, supervisors, guests, or bosses. A good Food & Beverage never wins an argument.
7. Neglect a "new" guest by standing at one end of the bar engaged in idle conversation. Never let anyone feel like an outsider.
8. Interrupt; be a good listener. However, never give the impression of listening in on conversation between guests.
9. Do not water down drinks or short pour drinks. Do not try to correct the situation by refusing or discontinuing service to a guest. This could jeopardize your relationship with other guests.
10. To ensure the safety of our guests Esplanade Restaurant & Lounge has developed a program to educate all employees to the effects and possible hazards of alcohol.
11. Our intent is to provide our guests with an enjoyable experience in our Restaurant and to ensure that they leave our Restaurant safely.
12. Our alcohol awareness written material informs employees about recognizing the signs of intoxication. Employees are shown how to prevent intoxication and what procedures to follow if a guest becomes intoxicated.

Checking Identification

By law, you are responsible for carding anyone that you suspect is not of legal drinking age. Do not put yourself in jeopardy by serving a minor.

Check ID's of anyone who appears to be under the age of 25. Also, card guests appearing to be under 25, who return an empty glass and order another drink.

Try to serve only guests you can see. Minors may send someone older for their drinks.

Doubles

Our pricing on doubles is as follows: for a double drink, charge twice the normal price. There are two reasons for this policy:

- We do not want to encourage our guests to become intoxicated.
- In mixed and blended drinks, adding an extra shot of liquor alters the flavor. We believe that the standard recipes are the best way to serve these drinks.

If a guest requests a double mixed drink, explain the price and advise him that we do not recommend serving the drink that way. If they persist, accommodate them, and then notify a Manager.

Front Of The House Behavior

There is to be no yelling or arguing in the front of the house. If you have a problem with a customer, DO NOT ARGUE, keep calm, and get a manager. The same applies to employee relations. No yelling or arguing or yelling, get a manager.

Eating Or Drinking

There is to be no eating or drinking in the front of the house at any time. Food is only to be eaten during management-approved breaks.

After Shift Behavior

Employees may not sit with customers at a table or at the bar while in uniform. If you are visiting the restaurant off duty, you are still a representative of Esplanade Restaurant & Lounge. For this and other reasons, we will appreciate you maintaining a very high standard of behavior.

Conclusion

There is a lot of information contained in this manual! Believe it or not, however, there is even more information that is not.

We have given you the basics, as we view them, and how we would like them to be conducted. There is no section in this manual concerning "Teamwork." The reason for this is that we feel this topic falls under the "Common Sense" category. We expect our staff at Esplanade Restaurant & Lounge to possess this common sense from the word "GO."

We want you to use the service tips in the manual, along with your common sense, and above all, YOUR individuality, to help create an atmosphere that will encourage good times for our customers, and yourself. When this happens, you will be ensuring the success of not only Esplanade Restaurant & Lounge, but also yourself.

GOOD LUCK!!!

ACKNOWLEDGMENT FORM

Employee Name _____
Address _____
Telephone Number _____
Date of Birth _____ Place of Birth _____
Employee Classification _____

I, the undersigned, have read the Downers Grove Liquor License Guidelines and the Downers Grove Municipal Code, Chapter 3, and specifically Section 3-25 which deals with the sale of alcoholic beverages to minors, etc., and agree to comply with its specifications.

I acknowledge that I personally have the discretionary right to refuse sales of alcoholic beverages to anyone I feel is underage or intoxicated, and I, therefore, accept full responsibility for my actions.

As of today, **I am at least 21 years of age** and understand that I may take orders for alcoholic beverages, as well as serve/sell the product to customers for on premise consumption and ring up sales for off-premise consumption, only after determining that person placing the order is of legal drinking age - 21 years of age or older. I have read and understand the I.D. guidelines as outlined in the Downers Grove Liquor License Guidelines.

_____ _____
Signature Date

OR

As of today, **I am at least 19 years of age** and understand that I may serve alcoholic beverages to customers for consumption on the premises only, after another employee at my place of employment (over the age of 21) determines that person placing the order is of legal drinking age - 21 years of age or older. I understand that I may not attend bar; draw, pour or mix any alcoholic beverages. I understand that I may not register (ring up) by mechanical means the sale of alcoholic liquor at any time at an off-premise licensed establishment. I have read and understand the I.D. guidelines as outlined in the Downers Grove Liquor License Guidelines.

_____ _____
Signature Date

ACKNOWLEDGMENT FORM

Employee Name _____

Address _____

Telephone Number _____

Date of Birth _____ Place of Birth _____

Employee Classification _____

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_____ _____

Signature Date

LIQUOR LOG

I hereby acknowledge that I am thoroughly familiar with the liquor laws and also the company policy dealing with the sale of alcoholic beverages. I will assume the responsibility to request at least two pieces of I.D. from youthful looking shoppers, and I will miss a sale rather than take a chance if there is any doubt in my mind about the age of the customer.

Also, I understand that here in Downers Grove alcoholic beverages may be sold only during the following hours:

Day	Hours
Monday through Thursday	8:00 a.m. to1:00 a.m., the following day
Friday and Saturday	8:00 a.m. to 2:00 a.m., the following day
Sunday	9:00 a.m. to 1:00 a.m., the following day
New Years Eve	8:00 a.m. to 2:00 a.m., the following day
St. Patrick's Day	8:00 a.m. to 2:00 a.m., the following day
Thanksgiving Eve	8:00 a.m. to 2:00 a.m., the following day

NAME	DATE	SHIFT

VILLAGE OF DOWNERS GROVE
REPORT FOR THE LIQUOR COMMISSION
JUNE 2, 2016 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Licensee: AC Hospitality, LLC D/B/A: Doubletree Suites Address: 2111 Butterfield Road	Application for Class K-1 liquor license	Carol Kuchynka Liaison to the Liquor Commission

REQUEST
The applicant is requesting a Class K-1 liquor license for Doubletree Suites located at 2111 Butterfield Road.

NOTICE
The request has been filed in conformance with applicable procedural and public hearing requirements.

GENERAL INFORMATION

Officer(s): Martin Pakideh, Managing Partner

Stockholder(s): AC Hospitality, LLC - 100%

Manager: Mr. Santhosh Pillai

Licensee: AC Hospitality, LLC d/b/a Doubletree Suites
2111 Butterfield Road
Downers Grove, IL 60515

PROPERTY INFORMATION

EXISTING LAND USE: N/A
PROPERTY SIZE: (Varies)

ANALYSIS

Submittals
This report is based on the following documents, which are on file with the Legal Department:

1. Application for Liquor License
2. Catering Packages
3. See Doubletree Hotel Food & Beverage/Liquor Handling Manual

Project Description
The applicant is requesting a Class K-1 liquor license for the operation of a catering business operated out of the premises located at 2111 Butterfield Road.

Compliance with the liquor ordinance
The establishment is defined as:

Catering Business. A business which provides and serves alcoholic liquor at locations not owned or leased by the catering business for consumption at such location

License conditions

"K-1" Catering licenses shall authorize the sale of alcoholic liquor in connection with the operation of an off-site catering business as defined herein that serves alcoholic liquor in connection with the catering of foods for private functions and for consumption only on the premises where the food is catered. The sale of alcoholic liquor shall be incidental to the food service and if the catered event does not qualify as a private function, a special event license shall also be required for the location of the catered event. No cash bar shall be permitted. No alcoholic liquor shall be served at a single location for more than eight (8) consecutive hours. A licensee shall submit a report to the Village within thirty (30) days following each July 1 and January 1 setting forth the location of each event the licensee has catered within the Village and the number of hours for which liquor and food were served at such events during the six (6) months prior. In addition, such report shall describe any planned events currently scheduled by the licensee.

Public Safety Requirements
None

Factors Affecting Finding or Recommendation
Annual fee, satisfactory background checks and dram shop insurance.

Recommendation

Based upon testimony presented at the June 2, 2016 application hearing, if said application is consistent with the Liquor Code and meets the criteria of the classification, staff requests the following:

A recommendation from the Commission concerning its finding of "qualified" or "not qualified" with regard to their Class K-1 liquor license application, along with any conditions and/or restrictions with respect to this applicant.

www.downers.us

Community Response Center
630.434.CALL (2255)

Civic Center
801 Burlington Avenue
Downers Grove
Illinois 60515-4782
630.434.5500
TDD 630.434.5511
FAX 630.434.5571

Fire Department Administration
5420 Main Street
Downers Grove
Illinois 60515-4834
630.434.5980
FAX 630.434.5998

Police Department
825 Burlington Avenue
Downers Grove
Illinois 60515-4783
630.434.5600
FAX 630.434.5690

Public Works Department
5101 Walnut Avenue
Downers Grove
Illinois 60515-4046
630.434.5460
FAX 630.434.5495

May 24, 2016

Mr. Santhosh Pillai
Cicero Hospitality Group
38500 Woodward Ave., Suite 300
Bloomfield Hills, MI 48304

RE: Application for Class K-1 Liquor License
Doubletree Suites
2111 Butterfield Road, Downers Grove, IL 60515

Dear Licensing:

The Liquor Commission of the Village of Downers Grove will meet on Thursday, June 2, 2016, at 6:30 p.m. in the Village Hall Council Chambers to consider applications for liquor licenses. A public hearing will be held on your application as a part of this meeting.

I encourage you to attend this public hearing at which time you will have an opportunity to comment in support of your application. In addition, the Liquor Commission will be particularly interested in examining your liquor handling manual and in hearing about your floor plan and training procedures as they relate to the sale of alcoholic beverages.

You may withdraw your application at any time prior to the public hearing.

If you have any questions, please contact me at (630) 434-5542.

Very truly yours,

Carol Kuchynka
Liaison to the Liquor Commission

VILLAGE OF DOWNERS GROVE

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VILLAGE OF DOWNERS GROVE, ILLINOIS
APPLICATION FOR LIQUOR LICENSE

Date: 05/06/16

Application is hereby made to the Local Liquor Commissioner of the Village of Downers Grove for issuance of a Class K-1 liquor license, pursuant to the ordinances of the Village and laws of the State of Illinois. In support of said application the following is submitted:

1. GENERAL INFORMATION

1.1 Applicant:

Name: AC Hospitality, LLC Phone: (630) 971-2000

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

1.2 Status:

__ Individual(s) or Sole Proprietorship
__ Corporation
X Limited Liability Corporation
__ Partnership
__ Club
__ Other (explain) _____

1.3 Liquor Manager:

Name: Santhosh Pillai Phone: [illegible]

Address: [illegible]

Driver's License No. [illegible] Social Sec. No. [illegible]

Date of Birth [illegible] 1975 Place of Birth [illegible], USA

2. PREMISES

Doing Business As Doubletree Downers Grove Phone: (630) 971-2000

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

2.2 Does Applicant beneficially own the premises for which a license is sought? __ Yes X No

a. If yes, Applicant must attached proof of ownership. (i.e. title policy)

b. If Applicant is not the beneficial owner of the premises, does Applicant have a lease thereon for the full period for which the license is to be issued? __ Yes X No - If yes:

i. A copy of lease must be attached; and,
ii. Identify the owner or rental agent for the property:

Name: _____ Phone: _____

Address: _____

2.3 Are the premises located within one hundred feet of any church, school, hospital, home for aged or indigent persons or for veterans, their spouses or children or any military or naval stations. __ Yes X No

2.4 State the anticipated date of occupancy. 06/06/16

3. CORPORATION

This section must be completed by authorized agent of any corporate Applicant. If Applicant is a partnership, skip section 3 and go to section 4. If Applicant is neither a corporation nor a partnership, skip sections 3 and 4 and go to section 5.

3.1 Applicant was incorporated under the laws of the State of _____ on the _____ day of _____, A.D., _____.

3.2 If Applicant was not incorporated under the laws of the State of Illinois, is Applicant a foreign corporation qualified under the "Business Corporation Act of 1983" to transact business in the State of Illinois? Yes __ No __

3.3 **Registered Agent:**

Name: _____ Phone: _____

Address: _____

3.4 Corporate Applicants must complete and attach DG LIQ-FORM 2/OFFICERS and DG LIQ-FORM 3/SHAREHOLDERS.

4. PARTNERSHIP/LIMITED LIABILITY CORPORATION

This section must be completed by authorized agent of any partnership or limited liability corporation Applicant. If Applicant is not a partnership or limited liability corporation, skip to Section 5.

4.1 Applicant was formed under the laws of the State of DE on the 6 day of May, 2014, A.D., ____.

4.2 Is Applicant a limited partnership pursuant to the Illinois Revised Uniform Limited Partnership Act? Yes_ No X

4.3 If Applicant was not formed under the laws of the State of Illinois, is Applicant a foreign partnership qualified under the Illinois Uniform Partnership Act or the Illinois Uniform Limited Partnership Act, as now or hereafter amended, to transact business in the State of Illinois? Yes X No ___

4.4 Registered Agent: Not Applicable ___

Name: Harvard Business Services Phone: 1800-345-2677

Address: 16192 Coastal Highway Lewes, DE 19958

4.5 **General Partner:** Not Applicable X (Note: if there is more than one general partner, include that general partner who is to be primarily responsible for operation of the licensed premises.)

Name: _____ Phone: _____

Address: _____

4.6 **Managing Partner:** Not Applicable ____ (Note: if there is more than one managing partner, include that managing partner who is to be primarily responsible for operation of the licensed premises.)

Name: Martin Pakideh Phone: (___

Address: _

4.7 Partnership Applicants must complete and attach DG LIQ-FORM 3/SHAREHOLDERS and DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION.

5. SOLE PROPRIETORSHIP *Skip to Section 6.*

NOTE: Pursuant to 235 ILCS 5/6-2 (1) Sole proprietor must be resident of the Village in which the premises covered by the license is located. Pursuant to 235 ILCS 5/6-2 (3) Sole proprietor must be a citizen of the United States.

6. QUALIFICATIONS (This section to be completed by all applicants.)

6.1 Has any liquor license issued to the applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS, or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION ever been fined, revoked or suspended?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.2 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, ever been convicted of violating any Federal or State law concerning the manufacture, possession or sale of alcoholic liquor, or forfeited their bond for failure to appear in court to answer charges for any such violation?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.3 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, ever been convicted of a felony under Federal or State law?

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

___ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.4 Is Applicant the beneficial owner of the business to be operated?

X Yes ___ No

6.5 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, been convicted of a gambling offense in violation of Sections 28-1(a)(3) through (a)(10), or Section 28-3, of the Illinois Criminal Code (ILL. REV. STAT., ch. 38), as heretofore or hereafter amended.

X No

If yes, identify the following: (Attach additional information as desired or as space limitations on this form require)

__ Yes

a. Jurisdiction revoking or suspending license: _____

b. Date of revocation or suspension: _____

c. Reason given by revoking jurisdiction for revocation or suspension: _____

_____

d. Additional explanatory information, if desired: _____

_____

6.6 Has Applicant, the liquor manager, or any person or entity listed on DG LIQ-FORM 2/OFFICERS, DG LIQ-FORM 3/SHAREHOLDERS or DG LIQ-FORM 4/ PARTNERSHIP/LIMITED LIABILITY CORPORATION, been issued a federal wagering stamp by the federal government for the current tax period? ___ Yes X No If yes, provide details:

_____

_____

6.7 Has a federal wagering stamp has been issued by the federal government for the current tax period for the premises for which a license is sought? ___ Yes X No If yes, provide details:

_____

_____

6.8 Is applicant a citizen of the United States?

___ Yes ___ No X Not Applicable - Applicant is a corporation or partnership

6.9 Is applicant a resident of Downers Grove?

___ Yes ___ No X Not Applicable - Applicant is a corporation or partnership

VILLAGE OF DOWNERS GROVE, ILLINOIS
LIQUOR MANAGER APPLICATION

1. **Name of Liquor License Applicant/Holder:** AC Hospitality

Doing Business As: Doubletree Downers Grove

Address: 2111 Butterfield Rd, Downers Grove, IL 60515

Phone: (630) 971-2000 Liquor License Number: _____

2. **Manager:** Santhosh Pillai Phone: ( )
(First) (Middle) (Last)

Residence Address: _____
(Street Address) (City) (State) (Zip)

If less than one year, previous residence: _____

Citizenship: USA If naturalized, date/place of naturalization: _____

Date of Birth: _____, 1975 Place of Birth: USA

Social Security # _____ Driver's License # and State: _____

Number of hours per week of employment (35 minimum) 60

3. **Liquor Handling Experience**
Name and address (city, state) of any other liquor establishment in which you have been employed, position held and dates of employment experience:

Hilton Palm Beach Hotel
150 Australian Ave West Palm Beach, FL 33406
2008 - Present

I certify I have never been convicted of a felony, misdemeanor or licensing ordinance violation.

SIGNATURE OF MANAGER S. P. Date 5/9/16

Return to: Liaison to the Liquor Commission
VILLAGE OF DOWNERS GROVE
801 Burlington Avenue
Downers Grove, IL 60515

7. SUBMITTALS

7.1 In addition to this application form the following are submitted as applicable:

___ DG LIQ-FORM 1/Liquor Manager
___ DG LIQ-FORM 2/Officers & Directors (for each Officer/Director, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 3/Stockholders (for each Stockholder, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 4/Partnership/Limited Liability Corporation (for each Partner, a Background Check Waiver form must be submitted)
___ DG LIQ-FORM 5/Declaration
___ DG LIQ-FORM 6/Outdoor Sales Application (If applicable)
___ DG LIQ-FORM 7/Certifications
___ *Articles of Incorporation (If applicable)*
___ *Proof of ownership of premises (i.e. title report)*
___ *Lease-If premises not beneficially owned by Applicant (for the full period for which the license is to be issued)*
___ *Floor Plan, as required for any premises to be licensed for sale of alcoholic liquor for consumption on the premises, drawn to scale, and with sufficient detail to depict types of seating, location of bars and other design features.*
___ *Employee liquor handling training manual*
___ *Application fee*
___ *Certificate of Insurance*
___ *Menu (If applicable)*
___ *Reduced Menu -after regular menu hours (If applicable)*

7.2 Applicant understands and agrees that additional information and material may be required during the processing of this application related to applicant's qualifications, the information provided herein, including attachments, and the class of license involved. Applicant agrees to provide such additional information and material and that failure to do so may delay the processing of this application or result in its denial.

7.3 In the event Applicant is made aware that any information or document submitted as part of this application process is inaccurate or incomplete, Applicant agrees to immediately notify the Village and provide appropriate corrections. Applicant understands and agrees to provide such additional information and material, and that failure to do so may delay the processing of this application or result in its denial.

THE UNDERSIGNED, BEING DULY SWORN, DOES STATE AS FOLLOWS:

A. THAT THE UNDERSIGNED IS EMPOWERED TO PREPARE AND SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT.

B. THAT THE UNDERSIGNED HAS REVIEWED THIS APPLICATION, AND ALL ATTACHMENTS AND SUBMITTALS, AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE.

APPLICANT:

AC Hospitality, LLC
Name of Corporation/Partnership/LLC/Sole Proprietorship

BY: Santhosh P. Nair
Print Name

Sign Name

TITLE: VP of Operations

Subscribed and sworn to before me this 10th day of May, 2016.

Cindy L Mahanna
Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

VILLAGE OF DOWNERS GROVE, ILLINOIS
LIQUOR LICENSE APPLICATION
PARTNERSHIP/LIMITED LIABILITY CORPORATION FORM

Applicant: AC Hospitality

The following is a listing of:

a. All general partners of any Applicant partnership formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended; and,

b. All limited partners owning, directly or indirectly, five (5%) or more of the aggregate limited partnership interest of any Applicant partnership formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended; and,

c. All general or managing partners of any Applicant partnership which is not formed or authorized to transact business as a foreign limited partnership, pursuant to the Illinois Revised Uniform Limited Partnership Act, as now or hereafter amended.

Applicant: AC Hospitality
By: Martin Pakideh
Corporate Title: Managing Partner
Date: 05/06/16

Name: Martin Pakideh
Address:
Social Sec. # Driver's License Date of Birth: '75
General Partner _____ Limited Partner _____ Managing Partner X Ownership Interest: 100%

Name and address of any other liquor establishment in which you have held an ownership interest or have operated. Please include the name of the entity issuing the liquor license for the establishment, the liquor license number, the date the license was issued and its date of expiration.

Hilton Palm Beach Airport 150 Australian Ave. WPB FL 33406 - Shiraz INC - BEV 6006361 (Attach completed Background Check Waiver)
Issued: 03/27/16 Exp: 03/31/17

Name: _____
Address: _____
Social Sec. # _____ Driver's License # _____ Date of Birth: _____
General Partner _____ Limited Partner _____ Managing Partner _____ Ownership Interest: _____

Name and address of any other liquor establishment in which you have held an ownership interest or have operated. Please include the name of the entity issuing the liquor license for the establishment, the liquor license number, the date the license was issued and its date of expiration.

_____

_____ (Attach completed Background Check Waiver)

VILLAGE OF DOWNERS GROVE, ILLINOIS
BUSINESS ACTIVITY DECLARATION

1. **Name of Liquor License Applicant/Holder:** AC Hospitality

Doing Business As: Doubletree Downers Grove

Address: 2111 Butterfield Rd. Downers Grove IL. 60515

Phone: (630) 971-2000

License Class: K-1

2. **Main or Principal Business to be conducted by the Applicant on the premises stated above:**

Catering - Full Alcohol

wherein the following of the business is devoted to the sale/service of:

(75 %) Food

(12.5 %) Alcohol

(12.5 %) Non-alcoholic beverages

(____ %) Other - List:

Off-site catering for private functions

THE UNDERSIGNED, BEING DULY SWORN, DOES STATE AS FOLLOWS:

A. THAT THE UNDERSIGNED IS EMPOWERED TO PREPARE AND SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT.

B. THAT THE UNDERSIGNED HAS REVIEWED THIS DECLARATION AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE.

APPLICANT:

AC Hospitality, LLC

Name of Corporation/Partnership/LLC/Sole Proprietorship

BY: [signature]

NAME: Santhosh R Va

TITLE: VP of Operations

Subscribed and sworn to before me this 10th day of May, 2016.

[signature]

Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

VILLAGE OF DOWNERS GROVE, ILLINOIS
CERTIFIED EMPLOYEE DECLARATION

I, Santhosh Pillai, DO HEREBY CERTIFY THAT I am the
Print Name

VP of Operations of AC Hospitality and I DO
Corporate title/Position *Corporation*

HEREBY FURTHER CERTIFY THAT the attached document is a true, correct and complete list of current employees who serve, sell or distribute alcoholic liquor of Doubletree Downers Grov
d/b/a

located at 2111 Butterfield Rd, Downers Grove, Illinois.
Business Address

I DO HEREBY FURTHER CERTIFY THAT the attached copies of training certificates are true, correct and valid copies of the training certifications for each of the employees.

Date: 5/10/16

Signature

Subscribed and sworn to before me this 10th day of May, 2014.

Cindy L Mahanna
Notary Public

OFFICIAL SEAL
CINDY L MAHANNA
Notary Public - State of Illinois
My Commission Expires Jan 25, 2017

Attachments:
Employee list
Certifications

I-16
I\mw\liquor\\Attest-Certs

DoubleTree Suites by Hilton Chicago / Downers Grove

Employee	Position	Certification Type	Certificate Number	Issued	Expiration
Alarcon, Jessie	Food & Beverage Director	Server Seller BASSET	24024:20323408	5/20/2016	5/20/2019
Baiocchi, Alex	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744339	5/29/2015	5/29/2018
Bravo, Gustavo	Banquet Food Server	BASSET		5/15/2016	5/15/2019
Brooks, Dustin	Food & Beverage Manager	BASSET		5/10/2016	5/10/2019
Bruzga, Neringa	Food & Beverage Manager	BASSET		5/9/2016	5/9/2019
Carmona, Rogelio	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744346	5/29/2015	5/29/2018
Delgado, Javier	Dining Room Server	Server Seller BASSET	24024:20744353	5/31/2015	5/31/2018
Diaz, Maria G	Banquet Food Server	BASSET	5A-0110606	4/27/2016	4/27/2019
Duran, Reyna	Banquet Food Server	BASSET		4/16/2008	none
Elmazi, Dritan	Banquet Food Server	BASSET	24024:21095659	5/18/2016	5/18/2019
Garcia, Alejandro	Dining Room Server	TIPS	24024:20744367	6/25/2015	6/25/2018
Hernandez, Arturo	Banquet Food Server	BASSET		2/23/2013	none
Kennedy, Edita	Lounge Bartender	Server Seller BASSET	5A-0079696	3/10/2016	3/10/2019
Khan, Asif	Catering Attendant	BASSET		5/10/2016	5/10/2019
Malonson, Monserrat	Banquet Food Server	BASSET		10/18/2015	10/18/2018
Mei, Thomas	Banquet Food Server/ Bartender	Server Seller BASSET	24024:20744381	5/29/2015	5/29/2018
Melchor, Maria Guadalupe	Room Service Server	Server Seller BASSET	24024:20744388	5/29/2015	5/29/2018
Navarrette, Alicia	Banquet Food Server	BASSET		5/10/2016	5/10/2019
Nguyen, True	Room Service Server	Server Seller BASSET	24024:20744395	6/25/2015	6/25/2018
Notarus, Melissa	Lounge Bartender	BASSET		1/21/2014	none
Orizaba, Rosa	Dining Room Server	Server Seller BASSET	24024:20744402	5/26/2015	5/26/2018
Rivera, Raymond	Banquet Food Server	BASSET		6/4/2015	6/4/2018
Salazar, Adelaida	Banquet Food Server	Seller Server BASSET	24024:20744430	5/31/2015	5/31/2018
Salgado, Tina	Banquet Food Server	Server Seller BASSET	24024:20744437	6/18/2015	6/18/2018
Segretto, Laura	Banquet Food Server	Server Seller BASSET	24024:20744444	6/3/2015	6/3/2018
Shaikh, Mohammad	Lounge Bartender	Server Seller BASSET	24024:20744451	5/27/2015	5/27/2018
Sokolovski, Dragi	Banquet Bartender	TIPS	4159130	12/30/2015	12/30/2018
Sorensen, Jane	Banquet Food Server	Seller Server BASSET	24024:20744458	5/27/2015	5/27/2018
Suarez, Gabriela	Banquet Food Server	BASSET		5/20/2016	5/20/2019
Suarez, Socorro	Room Service Server	Server Seller BASSET	24024:20774138	5/14/2015	5/14/2018
Termunde, Eileen	Banquet Food Server	Server Seller BASSET	24024:20744472	5/28/2015	5/28/2018
Torres, Maria Elena	Banquet Food Server	TIPS	24024:20789258	5/26/2015	5/26/2018

IT&T

AMERICAN SOCIETY FOR GASTROINTESTINAL ENDOSCOPY
ASGE

ASGE MENUS

Offsite Catering by
Doubletree Suites by Hilton Hotels
Chicago-Downers Grove

DOUBLETREE
BY HILTON™

Breakfast Buffet

COUNTRY BUFFET

Sliced Fresh Fruit
Country Frittata: Scrambled Eggs, Potatoes, Sausage and Onions blended with Cheddar Cheese
Variety of Fresh Breakfast Pastries
Assorted chilled juices
*Including one selection of the following options
Applewood Smoked Bacon
Buttermilk Biscuits with Sausage Gravy
Homefry Potatoes
$15.00 per person

CENTSIBLE BUFFET

Scrambled Eggs
Applewood Smoked Bacon
Pork Sausage Links
Homefry Potatoes
Assorted Muffins
Orange Juice
$20.00 per person

THE DOUBLETREE BREAKFAST

Assorted Cereals
Scrambled Eggs
Applewood Smoked bacon
Pork Sausage Links
Homefry Potatoes
Apple Stuffed Pancakes with Maple Syrup
Sliced Seasonal Fresh Fruit
Variety of Fresh Breakfast Pastries and Muffins
Assorted Bagels with Cream Cheese
Assorted Chilled Juices
$24.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Continental Breakfast

CONTINENTAL

Sliced Seasonal Fruit
Selection of Chilled Juices
Assorted Fruit Yogurts and Granola
*Including one selection of the following option
Bagels with flavored Cream Cheese
Variety of Fresh Breakfast Pastries
Assorted Muffins
$12.00 per person

DOUBLETREE CONTINENTAL

Sliced Seasonal Fruit
Selection of Chilled Juices
Assorted Fruit Yogurts, Greek Yogurts and Granola
Bagels with flavored Cream Cheese
Assortment of Breakfast Breads and Pastries
$17.00 per person

HEALTHY START

Sliced Seasonal Fruit with Berries
Selection of Chilled Juices
Individually Wrapped Breakfast Bars
Flavored Quaker Oats Oatmeal Cups
Assorted Breakfast Breads
Assorted Fruit Flavored Yogurts and Granola
$18.00 per person

EXECUTIVE CONTINENTAL

Whole Fruit
Cereal with Milk
Selection of Chilled Juices
Warm Cinnamon Buns and Pecan Rolls
N.Y. Style Bagels with Flavored Cream Cheese
$18. 00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Breakfast Add-ons

ADD ONE OF OUR HOT BREAKFAST SELECTIONS TO
ENHANCE ANY OF THE ABOVE BREAKFAST SELECTIONS

Breakfast Burrito
Bacon, Egg and Cheese Croissant Sandwich
Cinnamon Buns or Pecan Rolls
Sausage and Biscuit Sandwich
(choice of one)
$4.00 per person

Cider Oatmeal with Apple Compote
$2.50 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Lunch Buffet

CALABRIA BUFFET

Italian House Salad with House Italian Dressing
Cannellini Bean, Italian Sausage and Tortellini Soup
Penne Marinara
Chicken Vesuvio
Herbed Green Beans
Garlic Bread Sticks
Cannoli and Tiramisu
$33.00 per person

SOUTHERN HOSPITALITY

Southern Chopped Salad with Country Peppercorn Dressing
Chicken & Andouille Gumbo
Smoked Riblets
Buttermilk Fried Chicken
Corn on the Cob
Mashed Potatoes and Gravy
Buttermilk Biscuits
Peach Crisp and Pecan Pie
$30.00 per person

BISTRO LUNCHEON

House Salad Bar
French Onion Soup with Asiago Crostini
Grilled Bistro Tenderloin with Cabernet Reduction
Seared Salmon with Lemon Beurre Blanc and
Cucumber Relish
Roasted Baby Vegetables
Roasted Fingerling Potatoes
Strawberry Shortcake and Lemon Torte
$38.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Lunch Buffet

MEXICAN TACO CART

Mexican Chopped Salad
Chicken Tortilla Soup
Chicken Fajitas
Baracoa Tacos
Chips, Salsa and Guacamole
Refried Black Beans
Spanish Rice
Flan and Churros
$34.00 per person

BALLPARK

House Salad Bar
Pizza Soup
Grilled Vienna Hotdogs
Grilled Hamburgers
Appropriate Condiments
House Potato Chips
Eli's Cheesecake and DoubleTree Cookies
$33.00 per person

THE DELI BOARD BUFFET

Soup du jour
Penne Pasta Salad with Arugula
Tomato and Cucumber Salad with Feta
Assortment of Pre Made Sandwiches & Wraps (Veggie option)
House made Potato Chips
Chefs Selection of Seasonal Dessert
$26.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Box Lunch

All Boxed Lunch Selections Include Bag of Potato Chips, Pickle and a Doubletree Cookie

HAM AND SWISS

Ham, Swiss Cheese, Red Leaf Lettuce, Tomato and Dijonnaise served on a Pretzel Roll

ROAST BEEF AND CHEDDAR

Roast Beef, Cheddar Cheese, Mixed Greens and Tomato Served With Horseradish Cream on a Ciabatta Roll

TURKEY

Sliced Oven Roasted Breast of Turkey Wrapped with American Cheese, Lettuce, Bacon, Tomato and Garlic Aioli in a Flour Tortilla

CHICKEN CAESAR WRAP

Roasted Breast of Chicken Wrapped with Crisp Romaine Lettuce, Parmesan Cheese, Onions, Tomatoes and Tangy Caesar Dressing in a Spinach Tortilla

BUFFALO CHICKEN WRAP

Chicken Tenders Tossed in Sweet and Spicy Buffalo Sauce Wrapped with Lettuce, Tomato, Ranch Dressing and Cheddar in a Tomato Tortilla

ITALIAN HERO

Capicola, Roasted Red Peppers and Salami Served with Italian Dressing, Onions, Lettuce, Tomato and Provolone Cheese on French Bread

GRILLED VEGETABLE WRAP

Grilled Seasonal Vegetables Wrapped with Portobello Mushrooms, Shredded Lettuce, Tomato and Mozzarella in a Sun Dried Tomato Tortilla

$18.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Dinner Buffet

CALABRIA

Italian House Salad with House Italian Dressing
Cannellini Bean, Italian Sausage & Tortellini Soup
Penne Marinara
Chicken Vesuvio
Bistro Tenderloin with Green Peppercorn and Gorgonzola Crust
Herbed Green Beans
Garlic Bread Sticks
Cannoli and Tiramisu
$40.00 per person

SUMMER BUFFET

Heirloom Tomato Gazpacho
Hearts of Palm & Mozzarella Salad
Arugula with Grilled Peach and Seyval Blanc Vert Jus
Grilled Petite Berkshire Pork Chop with Local Apple Reduction
Spinach & Roasted Tomato Stuffed Chicken with Lemon Beurre Blanc
Grilled Asparagus
Lyonnaise Potato
Fresh Berry Tart and Chocolate Torte
$37.00 per person

SOUTHERN HOSPITALITY

Southern Chopped Salad with Country Peppercorn Dressing
Chicken & Andouille Gumbo
Buttermilk Fried Chicken
Smoked Riblets
Cornmeal Catfish
Mashed Potatoes with Gravy
Corn on the Cob
Spicy Braised Greens
Buttermilk Biscuits and
Corn Bread Muffins
Peach Crisp and Pecan Pie
$42.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Dinner Buffet

FIESTA BUFFET

Mexican Chopped Salad
Chicken Tortilla Soup
Chicken Fajitas
Baracoa Tacos
Carnitas
Esquites
Chips, Salsa & Guacamole
Refried Black Beans
Spanish Rice
Churros and Flan
$39.00 Per Person

CHICAGO

Italian Garbage Salad
Minestrone Soup
Chicken Vesuvio
Connie's Deep Dish and Thin Crust Pizza
Italian Beef with Fresh Rolls
Vesuvio Potatoes
Eli's Cheesecake & Palmer House Brownies
$36.00 per person

STEAK HOUSE BUFFET

Wedge Salad Bar ~
Chopped Egg, Scallion, Bacon, Cheddar and
Bleu Cheese served with Selection of Dressings
Shrimp Bisque with Crème Fraiche and Shrimp Salad
Grilled Petite New York Strip with Grilled Onions
Grilled Mahi Mahi with Beurre Rouge
Green Beans with Bacon & Caramelized Onion
Baked Potato Bar
Chocolate Cake & Key Lime Pie
$46.00 Per Person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Breaks

BOX OF CHOCOLATE

Fudge Brownies
Malt Balls
Chocolate Covered Pretzels
Doubletree Chocolate Chip Cookies
Assorted Candy Bars

BALL PARK

Mini Hot Dog Bar
Cheddar Stuffed Pretzel Bites
Cracker Jacks
Assorted Candies

SOUTH OF THE BORDER

Mini Taco Bar
Chips with Salsa & Guacamole
Churros with Chocolate Dipping Sauce

JUNK FOOD

Popcorn
Assorted Candy Bars and Malt Balls
Assorted Kettle Chips
Chocolate Dipped Pretzels
Mini Pizza

CHIPS, DIPS & MORE

Seasonal Vegetable Display
House Made Chips
Ranch, French Onion & Pimento Dip
Pretzel Rods
Popcorn Balls and Caramel Corn

ALL SPECIALTY THEME BREAKS
$14.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

A La Carte

Bottled Juice
$3.50 per bottle
Carafe of Assorted Fresh Fruit Juice
$27.00 per carafe
Doubletree Cookies
$32.00 per dozen
Assorted Jumbo Cookies
$54.00 per dozen
Sliced Fresh Fruit
$5.75 per person
Bags of Kettle Chips and Popcorn
$2.50 per pound
Bar Snacks
$10.00 per pound
Fancy Mixed Nuts
$35.00 Per Pound
Tortilla Chips and Salsa
$15.00 per pound
Potato Chips and Dip
$7.00 Per Pound
Assorted Candy Bars
$3.50 each
Assorted Brownies
$28.00 per dozen

Service charge and applicable sales tax will be added to prices listed.
All prices are subject t
o change

Hors D' Ouevres

COLD HORS D' OEUVRES

ASPARAGUS
Wrapped With Prosciutto

ASIAN SPRING ROLL
Served With Ponzu Sauce

RAISIN WALNUT CROSTINI
Topped With Bleu Cheese and Honey

BEEF TENDERLOIN
Roasted Red Pepper, Horseradish Cream,
Micro Arugula

SONOMA GOAT CHEESE
Pistou, Pinot Noir Onion, Roasted Tomato

AHI TUNA
Cucumber Water, Wakame Salad

SMOKED DUCK BREAST
With Raspberry

BELGIAN ENDIVE
Stuffed With Lobster and Boursin Cheese

BEEF TENDERLOIN
With Cracked Mustard

SHRIMP COCKTAIL
Bloody Mary Cocktail, Horseradish

HOUSE SMOKED SALMON
Caper Berries, Wasabi Caviar Crème

PROSCUITTO WITH MELON
Truffle Honey, Whipped Ricotta

$210.00 Per 50 Pieces (per selection)

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Hors D' Ouevres

HOT HORS D' OEUVRES

BACON WRAPPED SCALLOPS
Sea Scallop Wrapped With Apple Wood
Smoked Bacon

SPANAKOPITA
Spinach and Feta Cheese Phyllo

PORK BELLY SATAY
Shishito Pepper, Ginger-Sesame Dip

SESAME CHICKEN TEMPURA
Mango Sweet n Sour

DEVIL ON HORSEBACK
Goat Cheese Stuffed Medjool Date
Wrapped in Bacon

BRIE AND RASPBERRY ENCROUTE
Brie Cheese and Raspberry Preserve
in a Puff Pastry

BEEF WELLINGTON
Béarnaise Sauce

STUFFED MUSHROOMS
Italian Sausage Stuffed , Marinara Sauce

PHYLLO WRAPPED ASPARAGUS
Béarnaise Sauce

BUTTER PECAN SHRIMP SATAY
Honey Mustard Sauce

$210.00 Per 50 Pieces (per selection)

BEEF EMPANANDA
Salsa Verde, Chipotle Crème

SURF N' TURF BROCHETTE
New York Strip, Shrimp, Portobello Mushroom, Cabernet Reduction

$350.00 Per 50 Pieces (per selection)

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Presentations

IMPORTED AND DOMESTIC CHEESE DISPLAY

Assorted Cheeses, Assorted Biscuits, Lavosh Crackers, Fig Compote, Grapes and Assorted Nuts

$6.75 per person

VEGETABLE DISPLAY

Assorted Vegetables with Herb Dressing, Hummus and Roasted Vegetable Spread

$6.50 per person

FRESH FRUIT DISPLAY

A Colorful Assortment of Fresh Seasonal Fruits Including Fresh Berries

$5.75 per person

HUMMUS

Traditional, Sun-Dried Tomato and Kalamata Olive

Accompanied with Grilled Pita, Lovosh Crackers, Cucumber and Celery

$7.25 per person

SMOKED SALMON

Smoked Salmon Accompanied with Caper Berries, Bermuda Onion, Wasabi Caviar Crème, Lavosh Crackers and Melba Toast

$9.50 per person

CROSTINI

Tomato-Basil Bruschetta, Sonoma Goat Cheese & Pinot Noir Onions and Roast Beef with Horseradish Crème & Slow Roasted Tomatoes

$6.50 per person

AHI TUNA POKE

Sashimi Grade Ahi Tuna, Lotus Root, Cucumber, Red Onion and Sesame-Ginger Vinaigrette

$9.50 per person

GULF SHRIMP

Gulf Shrimp, Bloody Mary Cocktail Sauce, Horseradish and Lemon Wedges

$245.00 per 50 pieces

SLIDERS

Applewood Smoked Bacon BLT, Roast Beef with Cheddar & Horseradish and Roasted Red Beet Panini with Arugula Pesto & Goat Cheese

$7.50 per person

OYSTER'S ON THE HALFSHELL

Chef's Selection of East and West Coast Oysters, Shallot Mignonette, Cocktail Sauce and Lemons

$16.00 per person

Service charge and applicable sales tax will be added to prices listed.

All prices are subject to change

Reception Stations

CARVING STATIONS

$150.00 Chef Carver Fee will be applicable per station

COUNTRY SMOKED HAM

Served With Cove Mustard and Tuscan Rolls

$245.00

(Serves 40 people)

HOKA TURKEY

Whole Roasted Turkey Breast Accompanied By Natural Gravy and Honey Dijonaise Served with Brioche Dinner Rolls

$115.00

(Serves 15 people)

PRIME RIB OF BEEF

Accompanied By Fresh Whipped Horseradish Cream, Au Jus and Sourdough Rolls

$400.00

(Serves 25 people)

BERKSHIRE PORK LOIN

Served With Tarragon-Pork Jus

Accompanied By Dijonaise

$260.00

(Serves 35 people)

NEW YORK STRIP

Porcini Rubbed, Cabernet Reduction

Accompanied By Fresh Whipped Horseradish Cream and Violet Mustard

$400.00

(Serves 50 people)

DRY AGED SIRLOIN

Red Wine Demi, Accompanied By Dijon Mustard and Horseradish Cream Served with Silver Dollar Rolls

$275.00

(Serves 35 people)

Service charge and applicable sales tax will be added to prices listed.

All prices are subject to change

Reception Stations

ACTION STATIONS

$150.00 Chef Attendant Fee will be Applicable Per Station

RISOTTO STATION

Chicken, Italian Sausage, Mushrooms, Red and Green Peppers,
Red Onions, Broccoli, Prosciutto, Baby Peas, Crushed Red Pepper, Yellow Squash, Basil
and Parmesan and Gorgonzola Cheese
Served With Foccacia Bread
$11.00 per person

FIESTA TACO STATION

Barbacoa, Carnitas, Pollo en Adobo,
Cilantro, Chopped Onions, Tomato, Lettuce,
Chihuahua Cheese, Three Types of Salsa, Pico Di Gallo, Corn Pico
$12.00 per person

SCALLOP STATION

Diver Scallops, Beluga Lentils, Caramelized Pineapple Vinaigrette
Served with Micro Arugula
$21.00 per person

SLIDER STATION

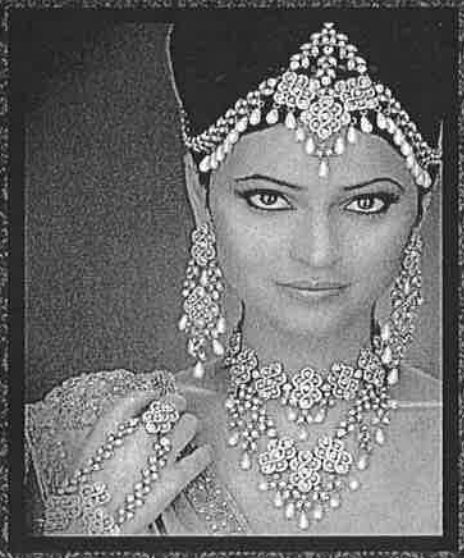
Pork Belly Confit, Chicken Saltimbocca, and Wagyu Burger
Assorted Breads and Condiments
Served with House Made Chips
$17.00 per person

BUILD YOUR OWN PACKAGE

Choose One Carving Station
(Chef's attendant fee applies)
Choose One Action Station Menu
(No Chef attendant unless requested, and then $150.00 fee applies)
Choose One Display From the Presentation Menu
Choose Four Passed Hors D' Oeuvres From Hors D' Oeuvres Menu
Includes Assorted Sweet Table
$68.00 per person

Service charge and applicable sales tax will be added to prices listed.
All prices are subject to change

Weddings at Esplanade Lakes by DoubleTree



2111 Butterfield Road Downers Grove, IL 60515 630.434.3805

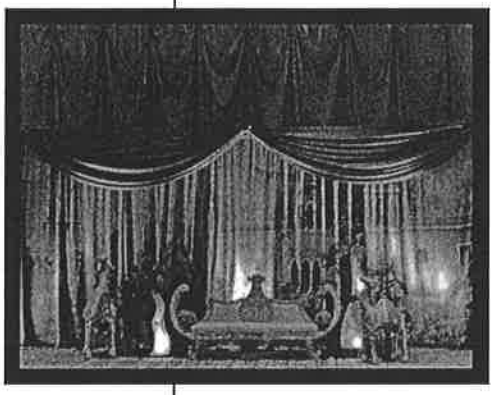
Congratulations...

Congratulations on your engagement. Your wedding day is just the beginning of your life together as husband and wife and should be one of the most memorable days of your lives. The DoubleTree Suites by Hilton in Downers Grove will help to create the wonderful wedding of your dreams.

We pride ourselves in providing exquisite food, superb service and the precision planning that will make your wedding and/or reception picture perfect.

*The **Esplanade Lakes** by DoubleTree Ballroom is one of the most unique venues in the entire suburban Chicago area! A 9500 square foot round ballroom completely enclosed by glass windows for a spectacular 360 degree view of the lake it sits on and the forest preserve which surrounds it. If you are looking for a venue for your wedding or event to have an experience and memories to last a lifetime, than look no further!*

Wedding Package



Wedding Cake Designed by The Baking Institute

Choice of four-hour
Hosted Premium Beverage Service
that includes Premium Brand Liquors,
Domestic and Imported Beers, Select Wines,
Mineral Water and Assorted Soft Drinks
or
Customize your beverage service with a
four-hour soft drink bar

Champagne Toast for all Wedding Guests
Wine Service during Dinner

Coffee and Tea Station

Ballroom Décor to Include
Mirror Accents and Votive Candles
Dance Floor and Entertainment Riser
Table Linen with Coordinating Napkins
Fine China, Stemware and Silverware

Esplanade Lakes Extras
Bride and Groom to be served a Plated Meal

Complimentary Suite Accommodations for the
Bride and Groom
Includes Breakfast the next morning

Special Overnight Guest Room Rates for
Wedding Guests

Complimentary Guest Parking for Event

Wedding Package Pricing

ESPLANADE LAKES ROOM RENTAL
$1000.00

SATURDAY EVENING
$72.00* per person for Reception with Full Bar Service
$52.00* per person for Reception with Unlimited Soda/Juice Service
$30.00* for Children Age 3 to 12

Friday/Sunday Evening
$64.00* per person for Reception with Full Bar Service
$47.00* per person for Reception with Unlimited Soda/Juice Service
$27.00* for Children Age 3 to 12

Luncheon – Reception only 11am-4pm
$59.00* per person with 3 hour Premium Bar Service
$32.00* per person with Unlimited Soda/Juice Bar

Upgraded Meal Service
Family Style and Plated Meal Service is available for an additional fee of
$100.00* per Table (Does not include Rental equipment)

Sweet table Enhancement
$4.50* per person set-up fee for an after dinner Sweet Table with Caterer provided Sweets

*The Per Person Package Price does not include food. Food is paid directly to your caterer and does not apply to your food & beverage minimum.

All prices are subject of applicable 23% Service Charge & Current Sales Tax

Premium Brand Bar Packages

RUM
Captain Morgan
VODKA
Absolut
GIN
Tanqueray 10
SCOTCH
Johnny Walker Black

BOURBON
Jack Daniels
WHISKEY
Crown Royal
LIQUEUR
Bailey's Irish Cream
Amaretto Di Saronno

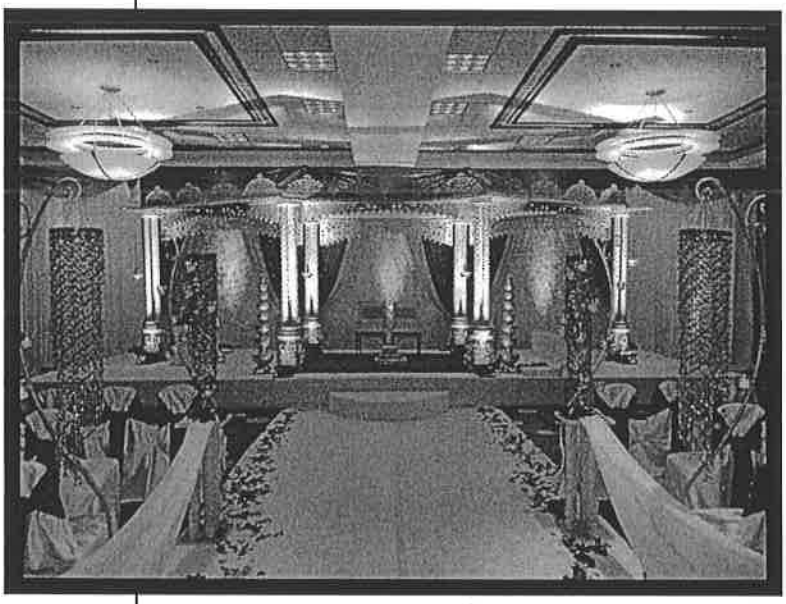
BEERS
Choose Two Domestic, One Import, One Specialty

DOMESTIC
Miller Lite
Miller Genuine Draft
Budweiser
Bud Light

IMPORT
Amstel Light
Heineken
Corona

SPECIALTY
Guinness
Blue Moon
Stella Artois
Goose Island 312/ Honkers Ale
Sam Adams Seasonal
Leinenkugel's Honey Weiss

Wedding Ceremony Pricing



$4.00 per person
(minimum fee of $1,200)
Includes seating, staging for Mandap, DJ table. Gift table and water station

$75.00 Clean up fee for Procession

$75.00 Clean up fee for Mandap Butler Pass Service During Ceremony

$4.50 per person*
Includes butler service to pass Caterer provided Beverages or Sweets

Luncheon Service
in conjunction with Wedding Ceremony
$25.00 per person to include 1 ½ Buffet Style Lunch Service with Coffee, Tea and Soda*
$18.00 for Children Age 12 and under*

Post Ceremony Snack
Up to 5 Hot HORS D'OEUVRES provided by caterer $18.00 per person to include 1 hr of service with Coffee, Tea and choice of Fruit Punch or Lemonade*

The Per Person Package Price does not include food. Food is paid directly to your caterer and does not apply to your food & beverage minimum

Dinner Service must be completed within 4 hours of event start time 15 minute grace will be allowed. Thereafter, $500.00 labor fee will be incurred for every hour with minimum of one hour.

All prices are subject of applicable 23% Service Charge & Current Sales Tax

Esplanade Lakes by DoubleTree

On this day, the last thing you want to be concerned with is details.

Esplanade Lakes by DoubleTree has partnered with Abricoe Special Events to plan the wedding of your dreams. from the elegance of a simple affair to the most elaborate, we will ensure a uniquely perfect occasion.

During the planning, Abricoe will assist you with the following services:

- Schedule your first initial planning meeting after signing of contract.
- Create an Event Timeline
- Create a Vendor Timeline
- Customize a To-Do Task List
- Unlimited calls or emails to assist with Event Planning
- Assist with Venue information to plan flow of event
- Email a Vendor List
- Monthly follow up from consultant to ensure on-time planning
- Assist in Preparing Wedding Program
- Assist with inventory list
- Assist with Task Assignment list
- Schedule an appointment for cake selection
- Discuss Event details and logistics
- Present for review venues upgraded services
- Assist during Rehearsal held at venues
- Schedule Taste Testing with Preferred Caterer
- Finalize menu for Event Food & Beverage
- Prepare Vendors Load-in and Load-out schedule
- Assist with Floor Planning and Seating Diagrams
- Assist and Define Event Details
- Facilitate Place cards, Programs, Menu Cards, Cake Knife & Server, Champagne Glass, and Favors
- Facilitate Procession and Bridal Party Entrance for Ceremony
- Facilitate Bridal Party Entrance for Reception

Sangeet, Dholki, Garba, Mehndi, Engagement, Graduation & Birthday Parties

Exquisite Indian Cuisine
Dinner Buffet
Prepared by Our Preferred Caterer

5 – Hour Ballroom Space
Hosted (4) Hour Soft Drink Bar
Coffee and Tea Hot Station

Ballroom Décor to Include
Mirror Accents and Votive Candles
Dance Floor and Entertainment Riser
Table Linen with Coordinating Napkins
Fine China, Stemware and Silverware

$33.00* Per Person
$20.00* for Children (3 – 12 years old)

Additional Beverage Package Option

Add (2) Hour Premium Bar Package for
$18.00 Per Person

Upgraded Meal Service
Family Style and Plated Meal Service is available for an
Additional fee of $100.00 per Table

Sweet Table Enhancement
$4.50* per person set-up fee for an after dinner Sweet Table with Caterer provided Sweets

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Buffet will be open for 1.5 hours. An additional labor charge will be added if extended

ESPLANADE LAKES ROOM RENTAL
$1000.00

South Asian Planning Coordinator
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Package Information

MINIMUM REQUIREMENTS, SERVICE CHARGES & APPLICABLE TAX

A $26,000.00 food and beverage minimum on Saturday's (excluding service charge and tax) plus a $1,000.00 Room Rental is required on all events. A $19,000.00 food and beverage minimum (excluding service charge and tax) plus a $1,000.00 Room Rental to reserve this room on Friday or Sunday night (excluding holidays).

DEPOSIT AND PAYMENT INFORMATION

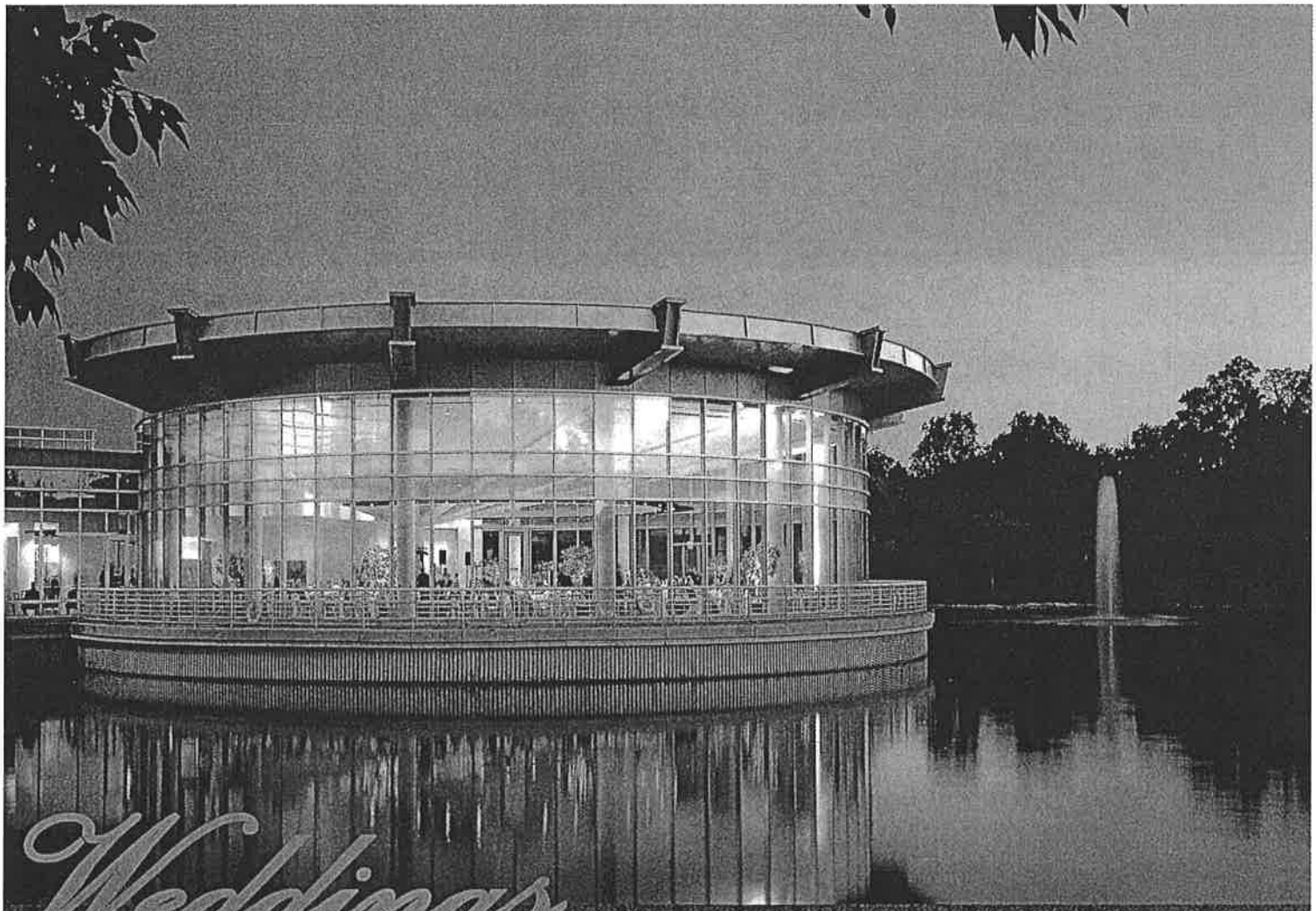
An initial deposit of $2,500.00 is required to confirm your ballroom space as definite. This deposit is non-refundable and is applied to your final balance. A Credit Card is required to be on file in case of additional fees occurring the evening of the event. A Payment Plan will be set-up to bring your account current to the final payment. The final guarantee & payment is due five (5) business days prior to your event and is payable by cashiers check or credit card. Personal checks are not accepted for final payment.

FOOD MENU PLANNING

The Per Person Package Price does not include food. Food is paid directly to your Caterer and does not apply to your food & beverage minimum.

TAX AND SERVICE CHARGE

All menus are subject to 23% Service Charge and 8.25% Sales Tax.



Weddings at Esplanade Lakes by DoubleTree

ESPLANADE LAKES WEDDING PACKAGE

2016-2017

2111 Butterfield Road Downers Grove, IL 60515 630.434.3805

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Wedding Package

COCKTAILS AND HORS D'OEUVRES

Choose up to Four Butler Passed Hors d'oeuvres
Five (5) Hour Premium Brand Bar
Butler Passed Signature Drink During Cocktail Hour
Butler Passed Wine During Cocktail Hour

DINNER RECEPTION

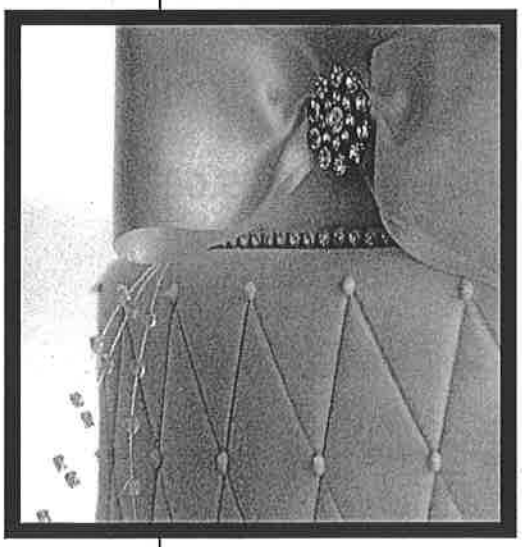
Four Course Meal
(Soup OR Appetizer, Salad, Entrée &
Custom Buttercream Wedding Cake)
Champagne Toast for all Guests
Wine Service with Dinner

CUSTOM DESIGNED WEDDING CAKE

With Coffee and Tea Service

CUSTOM DESIGNED CENTERPIECES

Create your own Floral Centerpieces for
your Guest Tables
Displayed with Accenting Tea Lights



AMBIENCE

Customized Menu Cards for Each Setting

LINENS

Choice of Satin Floor Length Linen Color
White Napkins
Choice of Chair Cover and Sash Color

COMPLIMENTARY TASTING

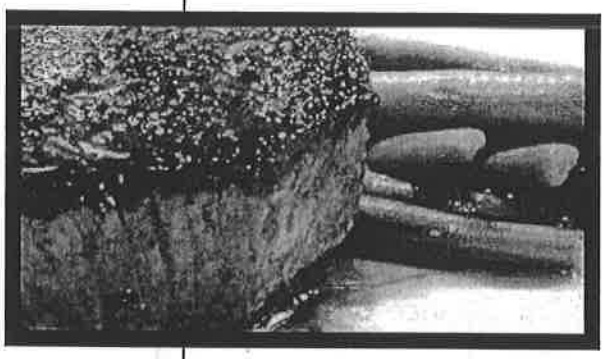
For Bride & Groom Plus Two Guests

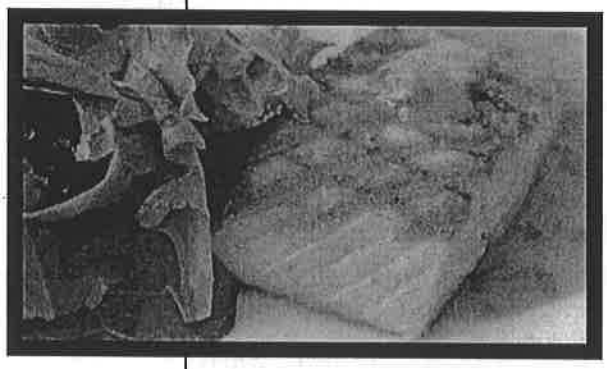
DOUBLETREE EXTRAS

Bride and Groom Receive a Complimentary Suite with Breakfast

Package Pricing

ENTREES PRICING





CHICKEN WITH CALVADOS SAUCE $106.00

STUFFED CHICKEN BREAST $110.00

SALMON GRAND MARNIER $112.00

FILET MIGNON $140.00

NEW YORK STRIP $131.00

RAVIOLI $100.00

VEGETABLE WELLINGTON $100.00

PETITE FILET MIGNON AND SHRIMP DUET $140.00

PETITE FILET MIGNON AND CHICKEN DUET $130.00

CHILDREN'S MEAL $35.00

ICE CREAM WITH WEDDING CAKE $3.50

VENDOR MEALS $35.00

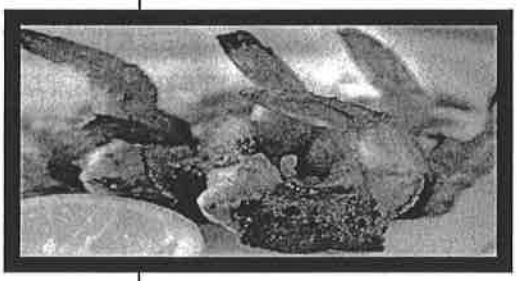
*Entrees Are Served with a Vegetable & Starch

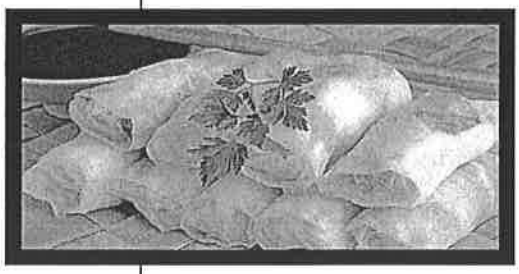
Hors D'Oeuvres

Choose up to Four Hors d'oeuvres

COLD HORS D'OEUVRES

Assorted Cold Canapé
Smoked Duck with Raspberry
Beef Tenderloin with Cracked Mustard
Assorted Sushi to Include: California Rolls & Spicy Tuna
Served with Wasabi, Pickled Ginger & Soy Sauce
Brie & Pear Canapé
Baby Shrimp Canapé
Bruschetta Trio





HOT HORS D'OEUVRES

Fig and Bleu Cheese Pizza
Mini Beef Wellington
Brie and Cranberry En Croute
Feta & Sun-dried Tomato Phyllo
Mini Crab Cakes with Remoulade
Cheese & Vegetable Quesadilla with Salsa Verde
Sesame Chicken Tempura
Assorted Mini Quiche
Bacon Wrapped Dates
Spring Rolls with Sweet Chili Dipping Sauce

PREMIUM HORS D'OEUVRES

Additional $5.00/Person
Per Hors D'oeuvre selection

Hot

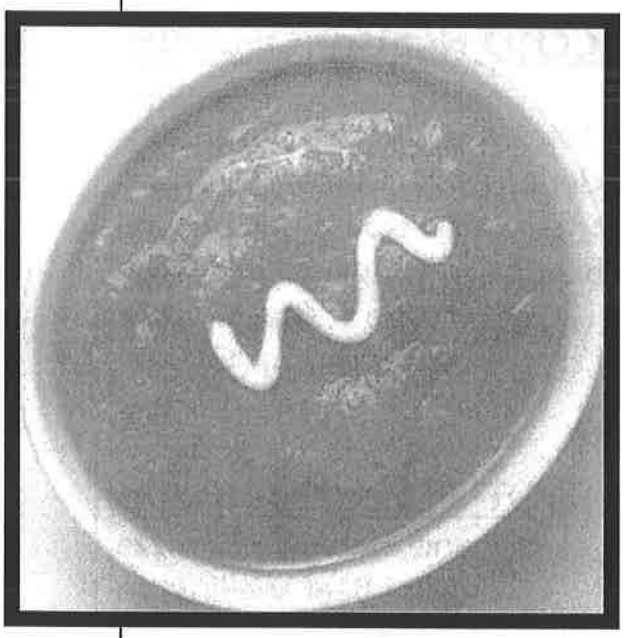
Duck Skewer with Grand Marnier Sauce
Bacon Wrapped Shrimp with Ancho Chili Aioli
Frenched Lamb Chop with Whole Grain Mustard Demi

Cold

Caramelized Leek & Walnut Tart
Jumbo Chilled Shrimp with Cocktail Sauce & Lemon
Assorted Nigiri to Include Yellow Tail Tuna, Salmon & Eel

Dinner Menu - First Course

Choice of One



SOUP

SPRING
HARVEST VEGETABLE
CORN AND CRAB CHOWDER

SUMMER
COLD TOMATO GAZPACHO
FRENCH ONION WITH ASIAGO
CROSTINI

FALL
APPLE PARSNIP BISQUE
AUTUMN SQUASH BISQUE

WINTER
SWEET POTATO BISQUE
CREAM OF WILD MUSHROOM

YEAR ROUND
CREAM OF CHICKEN & WILD RICE
TOMATO BISQUE

APPETIZER

RICOTTA OR SPINACH STUFFED GNOCCHI WITH ASIAGO
CREAM SAUCE
MELON & PROSCIUTTO
ARUGULA OVER CARPACCIO

Dinner Menu - Second Course

Choice of One

ESPLANADE LAKES SALAD

Baby Field Greens with Seasonal Fresh Berries
Julienne Carrot, Crumbled Bleu Cheese
Topped with Honey Toasted Pecans
Champagne Vinaigrette

LITTLE GEMS OF ROMAINE

Crumbled Feta Cheese, Shaved Marinated Red Onions
Sliced Tomatoes
Wedge of Romaine Lettuce
Champagne Vinaigrette

FRISEE & GRILLED PEAR SALAD

Frisee & Arugula Lettuce with Twin Grilled Pears
Crumbled Boursin Cheese, Dried Cranberries
Cider Dressing

SPINACH SALAD

Baby Spinach, Sliced Mushrooms, Shaved Red Onions
Crumbled Bleu Cheese and Dried Cranberries
Warm Honey Bacon Dressing

TABLE-SIDE TOSSED CAESAR SALAD

Hearts of Romaine served with Shredded Parmesan Cheese
Croutons & Caesar Dressing Tossed Tableside

INTERMEZZO

Additional $4.95 per person
Raspberry Sorbet
Lemon Sorbet
Mango Sorbet
Blood Orange Sorbet

Dinner Menu - Third Course

All Entrees Accompanied by Seasonal Selection of Starch and Vegetables

CHICKEN ENTRÉE

CHICKEN BREAST WITH CALVADOS SAUCE
Pan Seared Breast of Chicken
Calvados Sauce

STUFFED CHICKEN BREAST
Selection of One

WINTER/FALL:
Prosciutto, Provolone & Sage
Spiced Cream Sauce

SPRING/SUMMER:
Sautéed Mushrooms, Roasted Red Pepper & Smoked Gouda
Red Wine Demi

YEAR ROUND:
Boursin Cheese, Panko Breadcrumbs, Fresh Basil Leaves & Artichokes
Boursin Sauce

BEEF ENTRÉE

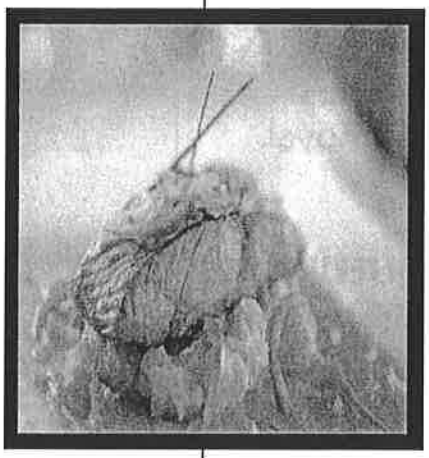
FILET MIGNON
Seared Filet with Wild Mushroom Ragout
Tarragon Tomato Demi

NEW YORK STRIP
Grilled Strip Loin with Shiitake Mushroom
Red Wine Demi

FISH ENTRÉE

SALMON GRAND MARNIER
Pan Seared Salmon Filet, Grand Marnier Sauce

Additional Entree Selections



VEGETARIAN ENTRÉE

Selection of One:
FALL: Butternut Squash with Creamy Pear & Honey Sauce
WINTER: Portobello Mushroom with Herb Cream Sauce
SPRING: Sweet Pea with Creamy Tomato Sauce
SUMMER: Asparagus with Mushroom Cream Sauce

YEAR ROUND RAVIOLI
Zucchini Filled Red Pepper Pasta Served
On a Bed of Julienne Vegetable Asiago Alfredo

VEGETABLE WELLINGTON
Roasted Eggplant, Zucchini Peppers and Red Onions
Baked in a Vegan Style Puff Pastry
Served with Roasted Red Pepper Coulis

DUET ENTRÉE

PETITE FILET MIGNON AND CRAB STUFFED SHRIMP
Seared Petite Fillet topped with Boursin Cheese & Crab Stuffed Shrimp
Wrapped in Bacon with Ancho Chili Sauce

PETITE FILET MIGNON AND CHICKEN
Pan Seared Served with Red Wine Demi-Glace

CHILDREN'S ENTRÉE

(Age 12 & Under)

Fruit Cup or Apple Sauce
Chicken Fingers with French Fries
OR
7 inch Individual Pizza with One Topping

Premium Brand Bar Packages

$11.00 per Person/per Additional Hour After Five Hours

RUM
Captain Morgan

VODKA
Ketel One

GIN
Tanqueray 10

SCOTCH
Johnny Walker Black

BOURBON
Jack Daniels

WHISKEY
Crown Royal

LIQUEUR
Bailey's Irish Cream
Amaretto Di Saronno

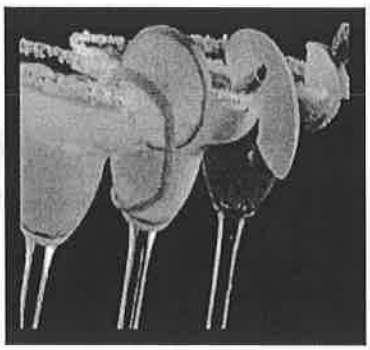
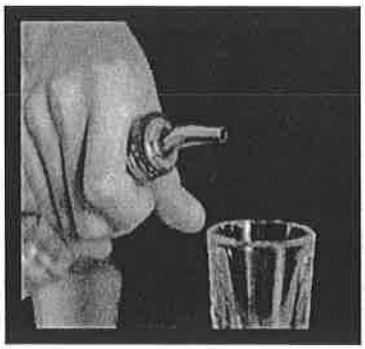
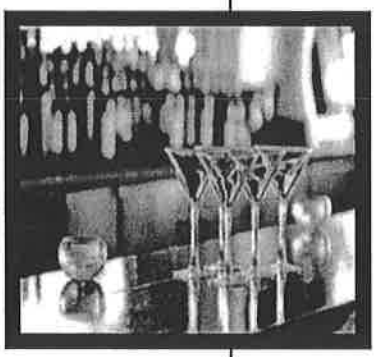
BEERS

Choose Two Domestic, One Import, One Specialty

DOMESTIC
Miller Lite
Michelob Ultra
Budweiser
Bud Lite

IMPORT
Amstel Light
Heineken
Corona

SPECIALTY
Blue Moon
Stella Artois
Goose Island 312/
Honkers Ale
Sam Adams

Sweet Enhancements

MINIMUM ORDER 50% OF FINAL GUEST COUNT

GELATO STATION

Includes Chocolate, Raspberry,
Lemon & Hazelnut
Served in a Waffle Bowl
With Chocolate Chunks, Sprinkles,
Chopped Pistachios,
Assorted Mini butter Cookies
and Brownies
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea
$ 13.00 per person

THE SWEET TABLE

Assortment of Chocolate Dipped
Strawberries, Éclairs,
Cheese Cake Cups, Key-Lime Tarts,
Napoleons, Victorian
Cream Puffs, Pecan Tarts,
Cannoli and
Fresh Fruit Tartlets.
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea
$ 13.00 per person

CAPPUCCINO STATION

Two Hours of Custom Made Hot
Cappuccinos, Hot and
Blended Iced Lattes, Chai Lattes and
Hot Chocolate
with Two Flavoring Syrups
$ 9.00 per person

GOURMET COFFEE STATION

Freshly Brewed Columbian Coffee
with Three Flavoring Syrups
Delicate Chocolate Shavings
Dusting Cinnamon, Lemon Zest and
Whipping Cream
$ 7.00 per person

THE CHOCOLATE FOUNTAIN

(Minimum of 100 guests)

Choice of One
Dark, Milk or White Chocolate

Choice of 5 Dipping Items
Strawberries, Pineapple, Pretzel Rods, Pound Cake
Oreo Cookies, Marshmallows, Butter Cookies
Blondie Brownie Bites
Includes Fresh Brewed Regular and
Decaffeinated Coffee and Hot Tea
$15.00 per person

Late Night Snacks

MINIMUM ORDER 50% OF FINAL HEAD COUNT

FIESTA TACO STATION

Barbacoa, Carnitas, Pollo en Adobo,
Cilantro, Chopped Onions, Tomato,
Lettuce, Chihuahua Cheese, Chips
Two Types of Salsa: Pico de Gallo
and Corn Pico
$10.00 per person

SLIDER STATION

Mini Burgers
Mini Cheese Burgers
Condiments
House Made Chips
$ 10.00 per person

JUNK FOOD STATION

Mini Pizzas
Corn Dogs
Pretzel Bites
House Made Chips
$ 10.00 per person

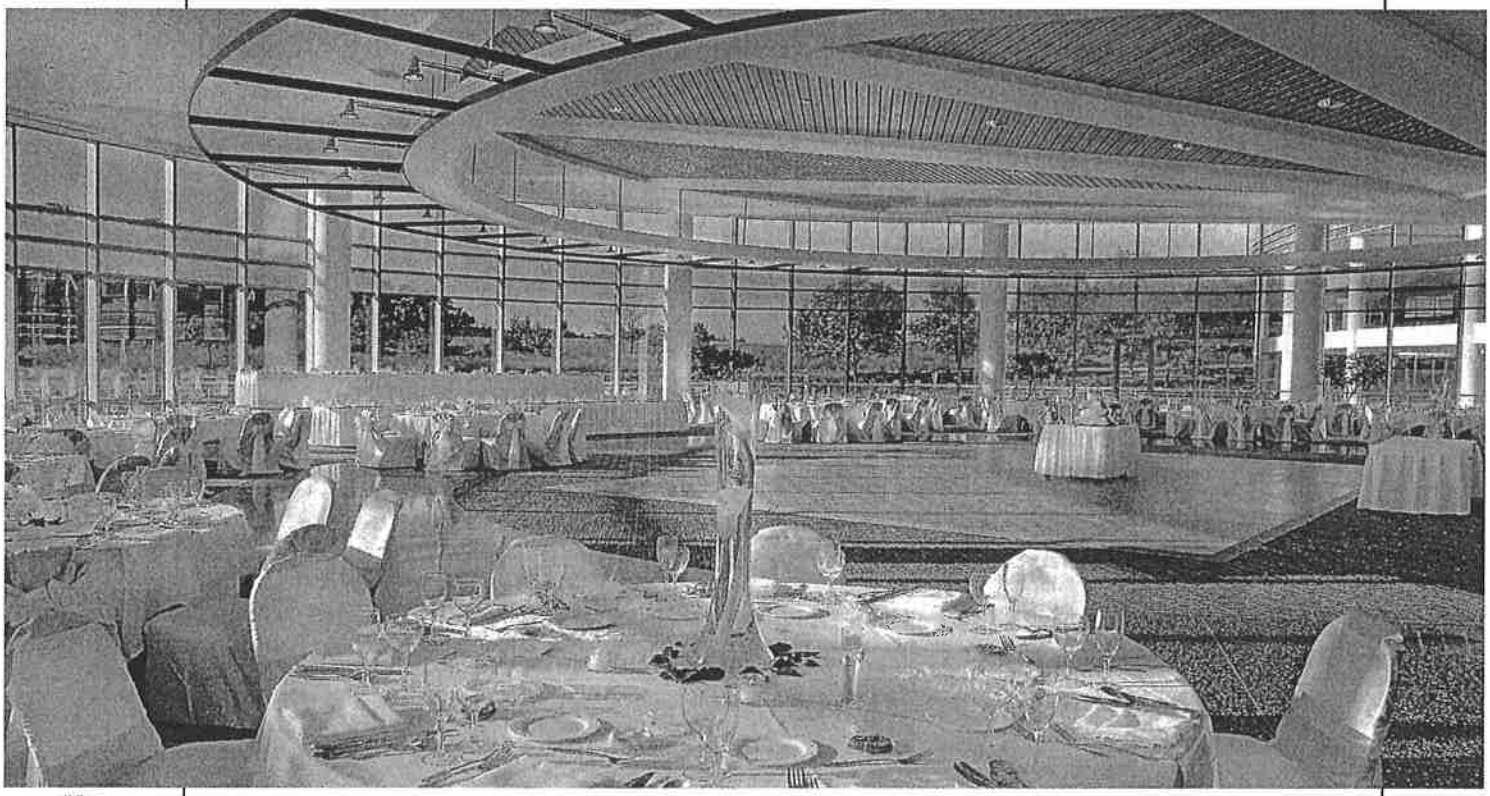
CHIPS, DIPS & MORE

Ranch, French Onion and Pimento Dip
Pretzel Rods
Seasonal Vegetable Display
House Made Flavored Chips
$ 9.00 per person

*Displayed Coffee Station can be added on at $3.00
per person

Wedding Enhancements

CHIVARI CHAIRS	$10.00 PER CHAIR
SPECIALTY FLOOR LENGTH LINEN	STARTING AT $2.75 PER PERSON
TABLE RUNNER	STARTING AT $2.00 PER TABLE
COLORED NAPKINS	$1.75 EACH
UPLIGHTS	$55.00 EACH
PERSONALIZED GOBO LIGHT	$275.00 EACH
COAT CHECK ATTENDANT	$250.00 FLAT RATE
SECURITY FOR TERRACE ACCESS	$500.00 FLAT FEE



Package Information

MINIMUM REQUIREMENTS, SERVICE CHARGES & APPLICABLE TAX

A $26,000.00 food and beverage minimum on Saturday's (excluding service charge and tax) plus a $1,000.00 Room Rental is required on all events. A $19,000.00 food and beverage minimum (excluding service charge and tax) plus a $1,000.00 Room Rental to reserve this room on Friday or Sunday night. (excluding holidays).

SPLIT MENUS

When offering split menu options, your package price will be based on the higher entrée selection.

CEREMONY FEE

A $10.00 per person setup fee will be assessed for all ceremonies. This fee includes a beautiful garden like surrounding, white garden chairs, onsite rehearsal, ceremony contact, rehearsal time, setup & teardown. Minimum set for 150.

SITE TOURS

Available by appointment only. Please contact your Catering Manager for availability.

DATE HOLD

Upon request, based on availability, a (5) day courtesy hold may be placed on a date after venue tour.

DEPOSIT AND PAYMENT INFORMATION

An initial deposit of $2,500.00 is required with signed contract to confirm your ballroom space as definite. This deposit is non-refundable and is applied to your final balance. A Credit Card is required to be on file in case of additional fees occurring the evening of the event. A deposit schedule plan will be listed in your contract. The final guarantee is due ten (10) days prior to your wedding. Final payment is due no later then five (5) days prior to your wedding and is payable by cashiers check or credit card. Personal checks are not accepted for final payment.

TAX AND SERVICE CHARGE

All menus are subject to 23% Service Charge and 8.25% Sales Tax.