



THE  
*Sunny Brook*  
BALLROOM

WITH ITS HISTORIC CHARM,  
IS THE PREMIER VENUE  
TO CELEBRATE YOUR  
NEXT CORPORATE EVENT.  
FROM EXQUISITE CUISINE  
TO IMPECCABLE SERVICE,  
YOUR EVENT IS OUR TOP PRIORITY.

... MAKE IT

*M*EMORABLE.

CORPORATE  
PACKAGES



## PLAN YOUR EVENT WITH STYLE!

# CORPORATE PACKAGES

### Take care of business in style at The SunnyBrook Ballroom!

Located in Pottstown, Pennsylvania our central location and exemplary service come together to create the perfect setting, as we craft an extraordinary experience for you and your guests. With more than 70,000 square feet of flexible space that encompasses a grand ballroom, multiple breakout rooms, and our open-air Social House, SunnyBrook is the ideal spot for your next event.

From business meetings, conferences, conventions, corporate parties, trade shows or awards banquets, our magnificent ballrooms, elegant boardrooms and breathtaking outdoor spaces offer endless opportunities that SunnyBrook can customize for your needs. \*

#### SunnyBrook Key Highlights:

**Number Of Rooms:** 8

**Maximum Attendee Capacity:** 1500

**Floor Size:** More than 70,000 square feet

#### Features:

- |                             |   |
|-----------------------------|---|
| Meeting Planning Services   | Virtual Meetings and Video Conferencing |
| Complimentary Event Parking | Flexible Seating Arrangement            |
| Technical Support           | Tables and Chairs                       |
| Exhibitor Services          | Complimentary Wi-Fi                     |
| Audiovisual Equipment       | On-site Catering                        |



\* 20% service charge and 6% Pennsylvania sales tax applied to all items.



## DAY MEETING PACKAGES

**Priced individually**  
(plus 20% service charge & 6% tax)

Charge is per person per day and includes the following: Writing tablets, pens, water station, mints.

### 8-HOUR DAY MEETING PACKAGE | priced per attendee

General session meeting room  
2 Breakout meeting room(s)  
Continental Breakfast  
Mid-Morning Refreshment break  
Lunch buffet  
Mid-Afternoon Refreshment Break  
Audio/Visual in general session room includes:  
(2) Flip charts with markers  
LCD Projector with HDMI, VGA & sound  
Projector Screen  
Hand-Held wireless microphone & stand  
Power strip  
Basic Wi-Fi for all attendees

### 4-HOUR DAY MEETING PACKAGE with lunch without lunch

General session meeting room  
2 Breakout meeting room(s)  
Continental Breakfast  
Mid-Morning Refreshment break  
Lunch buffet  
Audio/Visual in general session room includes:  
(2) Flip charts with markers  
LCD Projector with HDMI, VGA & sound  
Projector Screen  
Hand-Held wireless microphone & stand  
Power strip  
Basic Wi-Fi for all attendees

#### Additional Audio-Visual Equipment Services

LCD Screen & Projector  
Flat Screen TV on Rolling Cart  
Hand-held Wireless Microphone & Stand  
Blu-Ray DVD Player  
Lavalier Microphone  
Flip Chart with Markers & Easel  
Whiteboard with Markers  
Portable Speakers  
Breakout Meeting Space



... MAKE IT *M*EMORABLE .



## MEETING PACKAGE MENUS

### CONTINENTAL BREAKFAST

Fresh Seasonal Fruits and Berries  
 Artisan Muffins, Danish, Breads and Croissants  
 Greek Yogurt Parfaits with Berries, Granola and Honey  
 Two Assorted Fruit Juices  
 Water  
 Freshly Brewed Coffees & Assorted Herbal Teas

### MID-MORNING BREAK & AFTERNOON BREAKS

Choose 1 Option for each Break:

#### Sweet & Savory

Assorted cookies, brownies, pretzels, freshly popped popcorn, iced tea and lemonade

#### Soft Pretzels

Jumbo soft pretzels with mustard and cheese dip, freshly popped popcorn, iced tea and lemonade

#### Chips & Dips

Toasted pita points, tortilla chips, nacho cheese, salsa, iced tea, lemonade

#### Healthy Refresh

Hummus with carrot and celery sticks, fresh sliced fruit, assorted mixed nuts, unsweetened iced tea, green iced tea

#### DIY Trail Mix

Make your Own Individual Trail Mix with the following options: banana chips, yogurt-covered raisins, cranberries, apricots, dates, golden raisins, sunflower seeds, walnuts, almonds, peanuts, chocolate chips, coconut and granola clusters



*“Your facility is beautiful, impeccably clean, and well organized. Your attention to detail is amazing as each morning the doors were open as promised and everything was ready to go. Any requests made were immediately addressed with no hesitation and **always** with a smile.*

– Diane S.

### HOT LUNCH BUFFET

Includes: Assorted Soft Drinks & Bottled Water, Freshly Brewed Coffee, Assorted Herbal Teas

### STARTERS | choose one

**Mixed Greens** carrots, tomatoes, cucumbers, craisins, sherry vinaigrette

**Caesar Salad** hearts of Romaine tossed in a house Caesar dressing, aged Parmesan, herbed croutons

**Caprese Salad** fresh mozzarella, thinly sliced tomato, basil, pesto sauce, olive oil, sea salt

**Italian Wedding Soup** fresh spinach, grated Parmesan cheese, meatballs, orzo pasta, in a hearty chicken broth

### ENTRÉES | choose two

**Chicken Bruschetta** grilled chicken breast, fresh mozzarella, balsamic glaze

**Roasted Pork Tenderloin** with maple-Dijon glaze

**Bistro Filet** thinly sliced shoulder filet topped with champagne pan sauce

**Rosemary & Garlic Chicken** boneless chicken baked with fresh rosemary & garlic cloves, finished with a tangy lemon sauce

**Cast Iron Atlantic Salmon** with bourbon & cracked black pepper glaze

### VEGAN/VEGETARIAN | choose one

**Vegetable Spaghetti Putanesca** spiraled zucchini squash, Kalamata olives, shallots, capers, in a zesty tomato sauce

**Ricotta Gnocchi** butternut squash, cream, roasted apple, fried sage

### Five Cheese Vegetarian Lasagne

**Tomato Basil Penne Pasta** course chopped tomato & basil tossed with penne & Parmesan cheese

### DESSERT | choose one

Chef Selected Mini Desserts  
 Apple or Berry Cobbler  
 Seasonal Sliced Pie



## MEETING PACKAGE MENUS

### SANDWICH LUNCH BUFFET

Includes choice of 3 pre-made sandwiches, soup du jour, Chef's selection of salads, bagged chips, freshly baked cookies, soft drinks & bottled water, freshly brewed coffee, herbal teas

**Chipotle Chicken Avocado Wrap** smoked Gouda cheese, avocado, cilantro, chipotle aioli

**Grilled Veggie Wrap** hummus, fresh basil leaves, zucchini yellow squash, bell pepper

**Ham & Swiss on Sourdough** with honey mustard

**Roast Turkey & Cheddar on Wheat** sweet apples, cranberry mayonnaise

**Chicken BLT on Corn Tortilla** grilled chicken breast, lettuce, tomato, bacon, spicy Aioli

**Roast Beef on Brioche** cheddar cheese, lettuce, tomato, horseradish mayonnaise

### LUNCHESES-TO-GO

Includes choice of 3 pre-made sandwiches, individual bag of potato chips, whole fruit, dill pickle spear, baked cookie, soft drink or bottled water.

**Turkey** with pesto mayo, roasted red pepper and provolone on whole grain bread

**Roast Beef** with spinach and roasted tomatoes on ciabatta

**Chicken Salad** with walnuts and grapes on whole grain bread

**Tuna Salad** with olives, celery, mayonnaise on a hoagie roll

**Veggie Sandwich** with bean sprouts, tomato, red onion, avocado, mixed greens, cream cheese and provolone on Ciabatta

**Grilled Chicken** Caesar wrap with a corn tortilla



*"...I requested a vegetarian option at a recent luncheon. The zucchini and squash "noodles" in a puttanesca-style broth were absolutely delicious! The dish was flavorful, health-conscious, and still filling. It was, hands-down, one of the best vegetarian dishes I've been served in a conference/large group situation like today's."*

– Stephanie T., Administrative Director, Hobart's Run Pottstown



... MAKE IT *M*EMORABLE .



## PLATED ENTRÉES

Priced per person

Waitstaff presents guests with their own composed plate.

## FIRST COURSE | choose one

**Kale & Arugula** apples, bleu cheese, spiced walnuts, white balsamic vinaigrette

**Mixed Greens** carrots, tomatoes, cucumbers, craisins, sherry vinaigrette

**Caesar Salad** hearts of Romaine tossed in a house Caesar dressing, aged Parmesan, herbed croutons

**Caprese Salad** fresh mozzarella, thinly sliced tomato, basil, pesto sauce, olive oil, sea salt

**Champagne Scallop Soup** buttery pan-seared sea scallops, creamy white wine sauce

**Fried Brussel Sprouts** smoked maple aioli, kosher salt, grated Parmesan cheese

## MAIN COURSE | choose two

**Rosemary & Garlic Chicken** boneless chicken baked with fresh rosemary & garlic cloves, finished with a tangy lemon sauce

**Cast Iron Seared Shrimp & Scallops** citrus marinade, olive oil, garlic

**Broiled Jumbo Lump Crab Cake** remoulade drizzle

**Filet Mignon** 8 oz. roasted center cut CAB finished with a white wine, tarragon, shallot, butter sauce

**Herb Encrusted Delmonico** 12 oz. CAB Ribeye rubbed with fresh herbs and seasonings, topped with merlot demi-glace

**Bistro Filet** thinly sliced shoulder filet topped with champagne pan sauce

**Cast Iron Atlantic Salmon** with bourbon & cracked black pepper glaze

## VEGETARIAN | choose one

**Ricotta Gnocchi** butternut squash, cream, roasted apple, fried sage

**Wild Mushroom Ravioli** jumbo ravioli lightly tossed in an Asiago & Parmesan vodka sauce

**Roasted Portabella** with sautéed spinach & roasted red peppers on red pepper risotto



## INCLUDES:

Soft Drinks, Coffee, Tea

Warm Rolls & Butter

Chef's Selection of Seasonal Vegetable & Starch

Plated Seasonal Dessert

... MAKE IT *M*EMORABLE .



## BUFFET

Priced per person

Guests are welcomed to the buffet where they can help themselves to selected offerings.

### FIRST COURSE | choose one

**Kale & Arugula** apples, bleu cheese, spiced walnuts, white balsamic vinaigrette

**Mixed Greens** carrots, tomatoes, cucumbers, craisins, sherry vinaigrette

**Caesar Salad** hearts of Romaine tossed in a house Caesar dressing, aged Parmesan, herbed croutons

**Caprese Salad** fresh mozzarella, thinly sliced tomato, basil, pesto sauce, olive oil, sea salt

**Champagne Scallop Soup** buttery pan-seared sea scallops, creamy white wine sauce

### OPTION 1: choose three

**Herb Encrusted Delmonico** 12 oz. CAB Ribeye rubbed with fresh herbs and seasonings, topped with merlot demi-glaze

**Chicken Medallions with Black Forest Ham**, spinach, sharp white cheddar, Marsala sauce

**Roasted Portabella** with sautéed spinach & roasted red peppers on red pepper risotto

**Bistro Filet** thinly sliced shoulder filet topped with champagne pan sauce

**Cast Iron Atlantic Salmon** with bourbon & cracked black pepper glaze

**Blackened Mahi Mahi** with mango citrus chutney

**Wild Mushroom Ravioli** jumbo ravioli lightly tossed in an Asiago & Parmesan vodka sauce

**Braised Short Ribs** braised and grilled bone-in short rib topped with Cabernet demi-glaze, fire-roasted zucchini, yellow squash, carrots

**Chicken Francaise** breaded chicken in a lemon caper sauce

**Roasted Pork Tenderloin** with maple-Dijon glaze

**Five Cheese Vegetarian Lasagne**

**Vegetable Spaghetti Putanesca** spiraled zucchini squash, Kalamata olives, shallots, capers, in a zesty tomato sauce

### OPTION 2: choose three

**Bistro Filet** thinly sliced shoulder filet topped with champagne pan sauce

**Cast Iron Atlantic Salmon** with bourbon & cracked black pepper glaze

**Blackened Mahi Mahi** with mango citrus chutney

**Chicken Saltimbocca** pan-seared chicken, prosciutto, Italian cheese

**Wild Mushroom Ravioli** jumbo ravioli lightly tossed in an Asiago & Parmesan vodka sauce

**Vegetable Spaghetti Putanesca** spiraled zucchini squash, Kalamata olives, shallots, capers, in a zesty tomato sauce

### OPTION 3: choose two

**Roasted Pork Tenderloin** with maple-Dijon glaze

**Chicken Bruschetta** grilled chicken breast, fresh mozzarella, balsamic glaze

**Five Cheese Vegetarian Lasagne**

**Vegetable Spaghetti Putanesca** spiraled zucchini squash, Kalamata olives, shallots, capers, in a zesty tomato sauce

### DESSERT: choose one

**Assorted Mini Dessert Display**

**Apple Cobbler**

**Seasonal Sliced Pie**

### INCLUDES:

Soft Drinks, Coffee, Tea

Warm Rolls & Butter

Chef's Selection of Seasonal Vegetable & Starch



**2-HOUR  
RECEPTION**

**Priced per person**

**STATIONARY  
DISPLAYS | choose two**

Seasonal Vegetable Display | Artisanal Cheese Tray  
Assorted Chips and Dips

**BUTLER PASSED  
HORS D'OEUVRES | choose 4  
served on rotation for first 30 minutes**

**Bacon Cheddar Cheese Bites**

**Cranberry & Pesto Tortellini Skewers**

**Crispy Green Beans**

**Jalapeno Cheese Curds**

**Asparagus & Cheese in Phyllo**

**Antipasto Skewer** mozzarella, sun-dried tomato,  
Kalamata olive, artichoke heart

**Asian Chicken Meatball** with sriracha and honey

**Satay Chicken Skewer** chicken marinated in  
Thai peanut sauce

**Edamame Dumplings** with Asian dipping sauce

**Buffalo Chicken Rangoon** with bleu cheese dip

**Smoked Salmon & Crab Cake Crostini**

**Grilled Garlic Shrimp Skewers**

**CHEF-ATTENDED  
MADE TO ORDER  
ACTION STATION | choose one**

**Stir Fry Station** rice, fresh vegetables, carrots,  
snow peas, ginger, bell peppers, sprouts, shrimp,  
chicken, beef

**Pasta Station** linguine & penne pasta, tomatoes,  
broccoli florets, onions, bell peppers, mushrooms,  
spinach, artichoke hearts, meatballs, chicken, shrimp,  
with marinara or Alfredo

**MADE TO ORDER  
CARVING STATION | choose one**

**Carved Roast Beef Sirloin** served with four-grain  
mustard, horseradish cream, au jus, freshly baked  
rolls, butter

**Roasted Stuffed Pork Loin** with traditional bread  
stuffing & dijonaise sauce, freshly baked rolls, butter

**Herb Roasted Boneless Turkey Breast** with  
house-made cranberry chutney, natural gravy, freshly  
baked rolls, butter

**Add Mini Dessert Display | priced per person**







## BAR SERVICES

Priced per person

**One, Two, Three,  
Four and Five  
Hour Packages  
Available**

### PREMIUM BRANDS

Includes Call Brands  
plus Beer & Wine

### CALL BRANDS

Includes Beer & Wine

### BEER & WINE ONLY

#### Premium Brands

Includes all Call Brands plus Grey Goose, Ketel One, Bombay Sapphire, Crown Royal, Woodford Bourbon, Johnny Walker Black, Patrone, Gran Marnier

#### Call Brands

Absolut, Stolichnaya, Tito's, Pinnacle Citrus, Tanqueray, Bacardi, Malibu, Captain Morgan, Jack Daniel's, Cuervo, Seagram's 7, Jim Beam, Dewar's White Label, Jameson

#### Draft Beer

Miller Lite, Yuengling, Gatsby's Ale, Blue Moon

#### SunnyBrook House Wine

Cabernet Sauvignon, Merlot, Pinot Noir, White Zinfandel, Pinot Grigio, Chardonnay, Champagne



## BAR ENHANCEMENTS

Priced individually

**PREMIUM  
TABLESIDE WINE  
SERVICE | priced per bottle**

Wine is poured by our experienced waitstaff twice throughout the course of dinner. Wine selections are subject to change. Specialty wines are available upon request.

**SPECIALTY DRINK  
STATIONS | custom priced**

Single malts, whiskeys, bourbons, tequilas, craft cocktails, sangria, specialty coffees

**BOTTLED BEER  
UPGRADE | priced per person**

Heineken, Corona, Stella Artois, Angry Orchard, Miller Lite, Bud Light, Coors Light, Michelob Ultra, Beck's Non-Alcoholic

**BUILD YOUR OWN  
MIMOSA BAR | priced per person**

2-Hour unlimited mimosa bar includes sparkling cider for non-alcohol drinkers & fresh fruit garnish

#### CHAMPAGNE MIMOSAS:

Choice of 4 flavors

Choice of 3 flavors

Choice of 2 flavors

#### Available Flavors:

Orange juice, cranberry, strawberry, pomegranate, blood orange, mango, concord grape



## OUR VENUE

With several different sized rooms, SunnyBrook is the perfect place for your next corporate event or party. Breakout meeting spaces are also available at SunnyBrook for those larger events which need smaller separate spaces.

A venue set-up fee will be charged for all events. This fee includes tables, chairs, linens, china, glassware, set-up & breakdown. All function spaces must be cleared by 11PM.

An additional hour of any room or staff is priced per hour and will not include the bar service.

### The Grand Ballroom

Accommodates up to 850 guests

### The Melody Room

Accommodates up to 160 guests

### The Social House

Accommodates up to 150 guests

### The Gatsby's Room

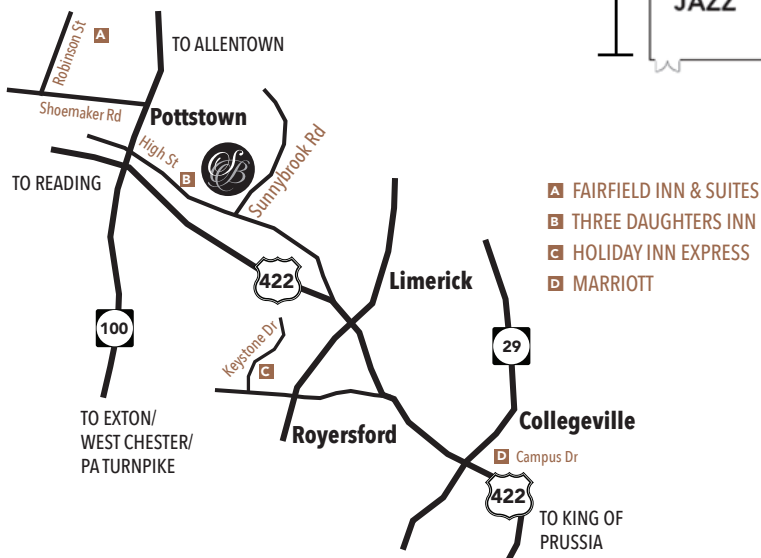
Accommodates up to 160 guests

### The Speakeasy

Accommodates up to 30 guests

### The Charleston

Accommodates up to 50 guests



THE  
*SunnyBrook*  
BALLROOM

50 Sunnybrook Road, Pottstown, PA 19464  
TheSunnyBrook.com | 484.300.4681



# ROOM SPECIFICATIONS/SET-UP OPTIONS

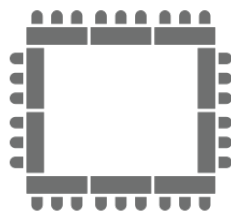
## MEETING ROOM DIMENSIONS

	Social House	Ballroom	Melody	Blues	Swing	Jazz	Speakeasy	Gatsby	Charleston
<b>Dimensions</b>	70 x 60	78 x 160	40 x 71	40 x 27	40 x 17	40 x 27	17 x 30	56 x 50	30 x 30
<b>Square Feet</b>	4200	12480	2840	1080	680	1080	510	2800	900

## MEETING ROOM SEATING CAPACITY

	Social House	Ballroom	Melody	Blues	Swing	Jazz	Speakeasy	Gatsby	Charleston
<b>Hollow Square</b>	101	312	70	26	N/A	26	N/A	60	19
<b>Conference</b>	101	312	70	26	17	26	20	60	19
<b>U-Shape</b>	75	234	52	19	N/A	19	14	45	14
<b>Chevron</b>	250	1000	250	50	16	50	N/A	200	50
<b>Herringbone</b>	250	1000	250	50	N/A	50	N/A	200	50
<b>Theatre</b>	250	1000	250	50	16	50	25	200	50
<b>Classroom</b>	175	541	121	46	29	46	15	105	30
<b>Booths</b>	21	65	18	7	4	7	4	16	5
<b>Banquet</b>	150	900	170	80	24	80	30	150	60
<b>Crescent</b>	100	675	127	60	18	60	15	125	45

## SET-UP OPTIONS



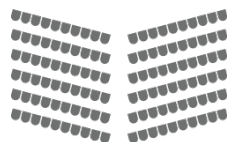
**HOLLOW SQUARE**



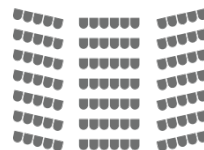
**CONFERENCE**



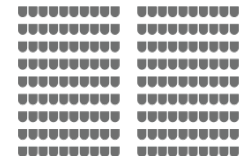
**U-SHAPED**



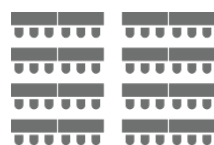
**CHEVRON**



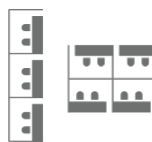
**HERRINGBONE**



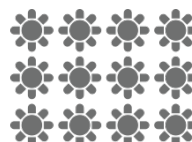
**THEATRE**



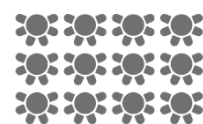
**CLASSROOM**



**BOOTHS**



**BANQUET**



**3/4 ROUNDS**



## OUR HISTORY

### **Making events memorable since 1926!**

One of the few remaining dance halls of the pre-World War II era still in existence, The SunnyBrook Ballroom is a vivid and well-known landmark in Pottstown, Pennsylvania. It began as a swimming club in 1926, featuring a large circular swimming pool where the socialites spent their summer days basking in the sun. In 1931, during the depression, the ballroom was constructed rising to prominence as one of the country's great dance floors during the big band era of the 1930's and 1940's.

Throughout its heyday, the historic ballroom was a regular stop on the tours of all the era's big bands and entertainers, including: Benny Goodman, Tommy and Jimmy Dorsey, Glenn Miller, Louie Armstrong, and Frank Sinatra. The venue has also hosted political rallies, community meetings, weddings, wedding receptions, class and family reunions, high school proms, and other special events.

The historic ballroom underwent minor cosmetic renovations to revitalize and modernize the grand space. In addition to the ballroom, The Melody room was constructed which added three new banquet spaces. The Wedding Garden, which was once the well-known circular swimming pool, received an extensive makeover. Keeping the history of SunnyBrook in mind, the style of the 1920's and 1930's was the inspiration for the Gatsby's Banquet Room. More recently, a second Wedding Garden was added which provides a more intimate and natural setting. The rustic Social House also received a make-over with a new bar, dance floor, and patio, perfect for outdoor events.

