



RESOURCE GUIDE

Contact Info:

304-765-5055 x101 Phone
304-765-2053 Fax

Address:

I-79, Flatwoods Exit 67
350 Days Drive
Sutton, WV 26601

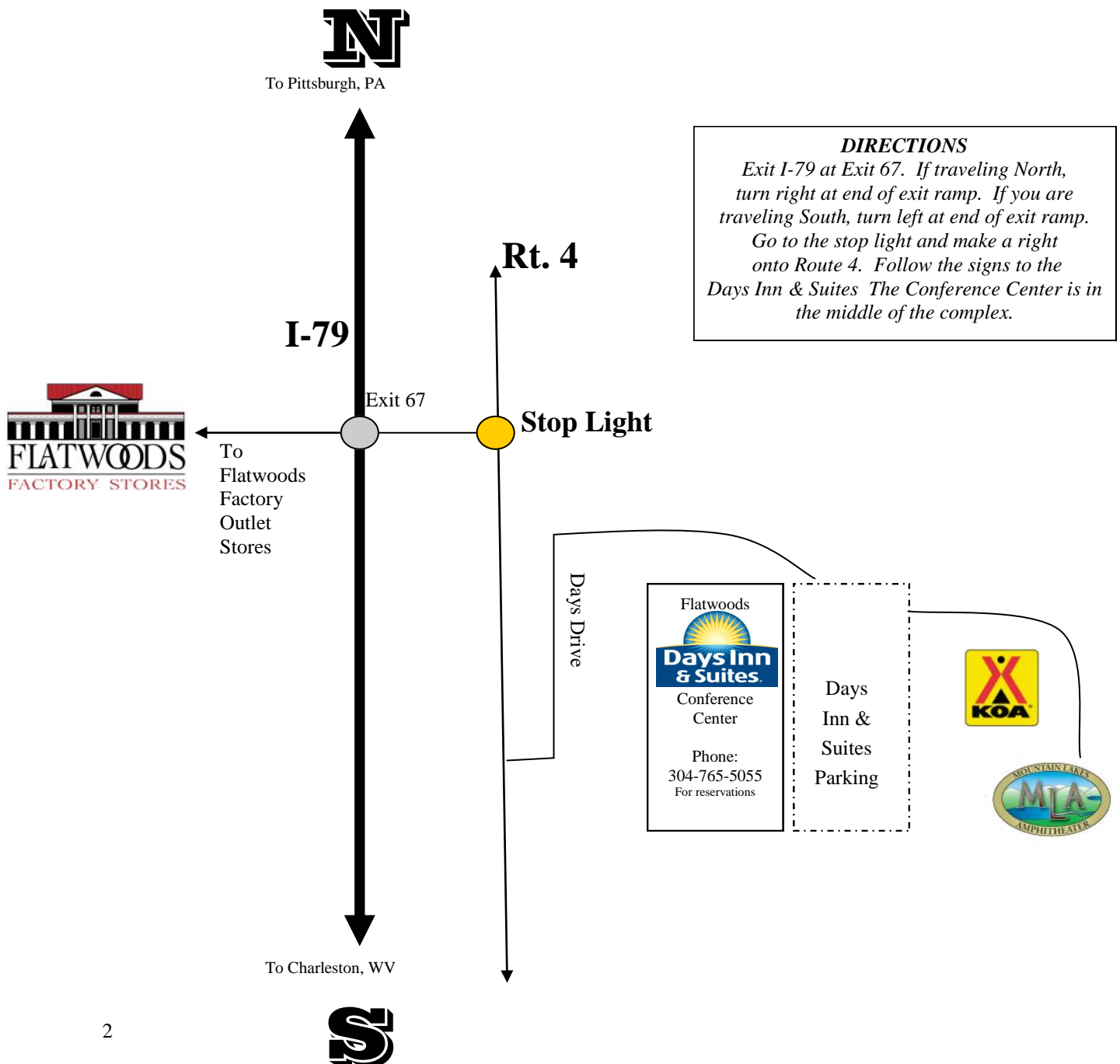
Email:

meetingrequest@flatwoods.com
cathy@flatwoods.com



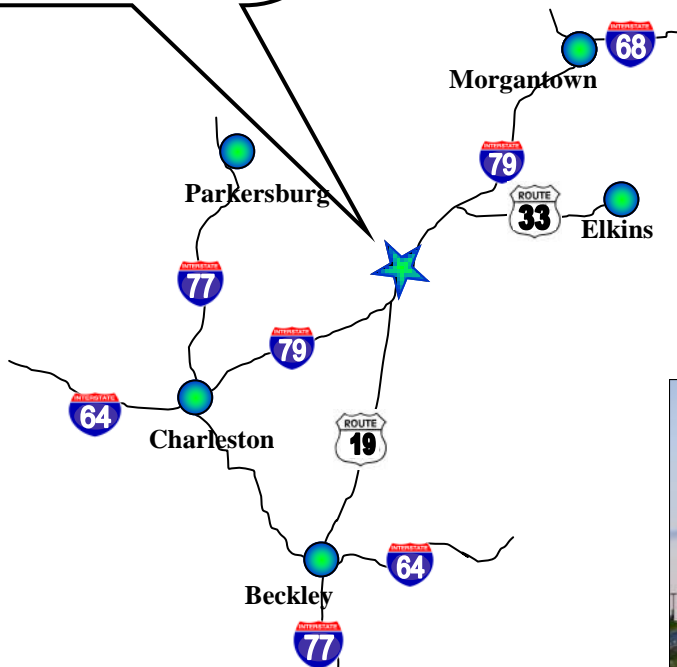
FLATWOODS

Conference Center



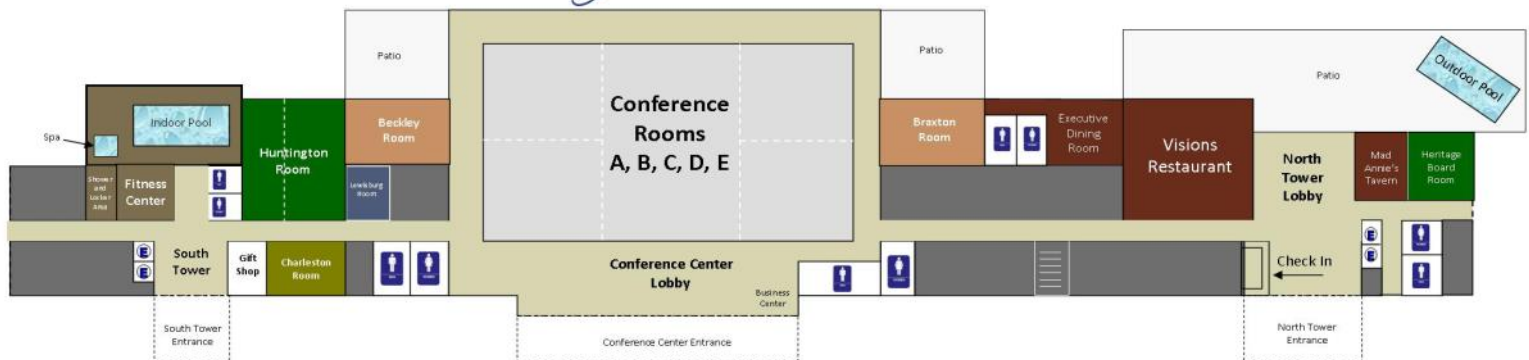


*F*LATWOODS *Conference Center*



CONFERENCE ROOM SELECTION

Meeting Room	Room Size	Square Feet	Ceiling Height	Class Seating	Theater Seating	Square Seating	Conference Seating	U-Shaped Seating
A	42 X 72	3024	11	120	250-300	66	145-215	60
B	36 X 36	1296	11	35-48	96	36	96	229
C	36 X 36	1296	11	35-48	96	36	96	29
D	36 X 36	1296	11	35-48	96	36	96	29
E	36 X 36	1296	11	35-48	96	36	96	29
A-E	114 X 72	8202	11	300-360	700-800	150	650	100
Charleston Room 114	11 X 22	242	9	9	15	15*	12	15*
Charleston Room 116	11 X 22	242	9	9	15	15*	12	15*
Charleston Room 118	11 X 22	242	9	9	15	15*	12	15*
Charleston Room 120	11 X 22	242	9	9	15	15*	12	15*
Lewisburg Room 121	12 X 21	252	9	—	—	—	6	—
Huntington Room 123	21 X 44	924	9	30	50	30	48	25
Huntington Room 123	21 X 24	924	9	30	50	30	48	25
Braxton Room K	20 X 19	380	9	12	20	15	24	15
Beckley Room L	20 X 28	560	12	18	36	18	24	18
Wheeling Room 221	20 X 21	420	20	—	—	—	16	—
Bridgeport Room 225	20 X 24	480	20	—	—	—	10	—
Heritage Board Room	—	500	8' 10"	—	—	—	12	—
Executive Dining Room	50 X 20	1000	11	Executive Dining Room seats 42 people				
						* If combined with an adjoining room.		



SOUTH TOWER

- Indoor Pool
- Fitness Center
- Spa
- Gift Shop

CONFERENCE CENTER

- A,B,C,D,E Conference Rooms
- Huntington Room
- Charleston Room
- Beckley Room
- Braxton Room
- Lewisburg Room

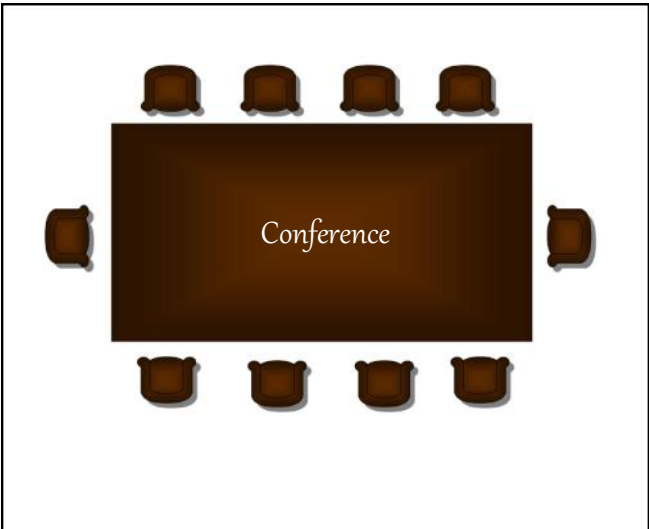
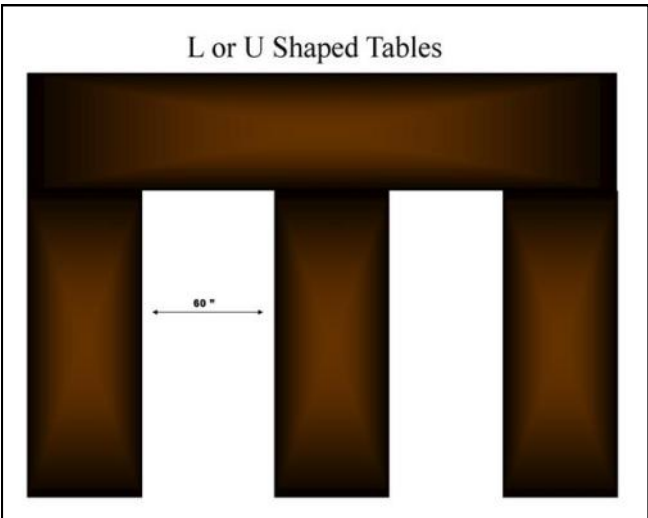
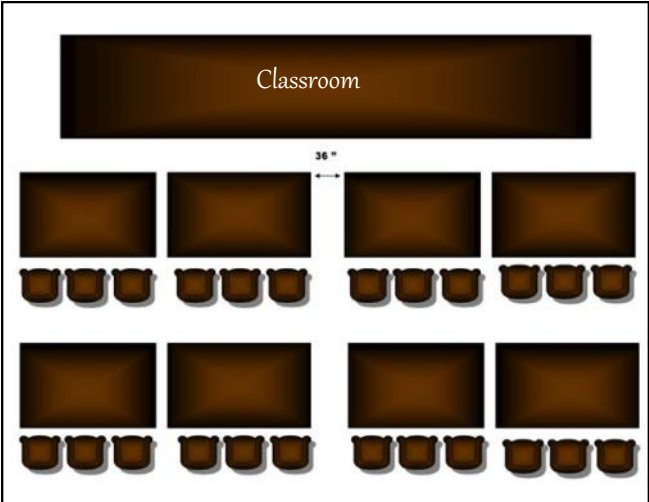
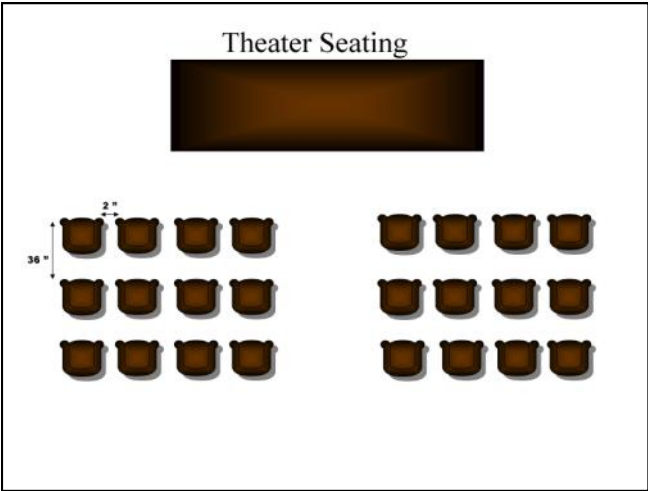
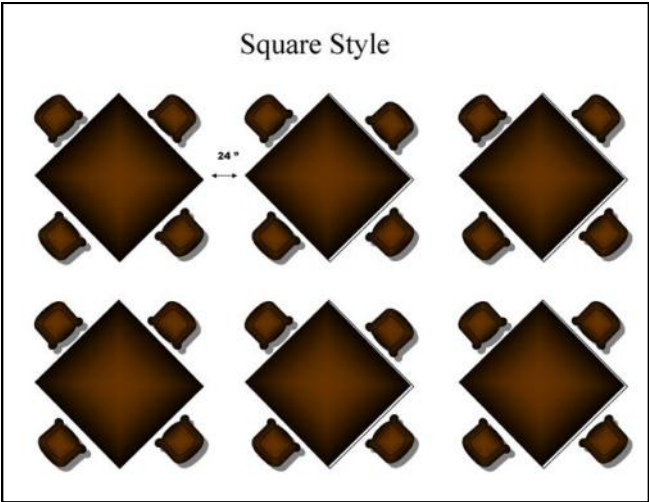
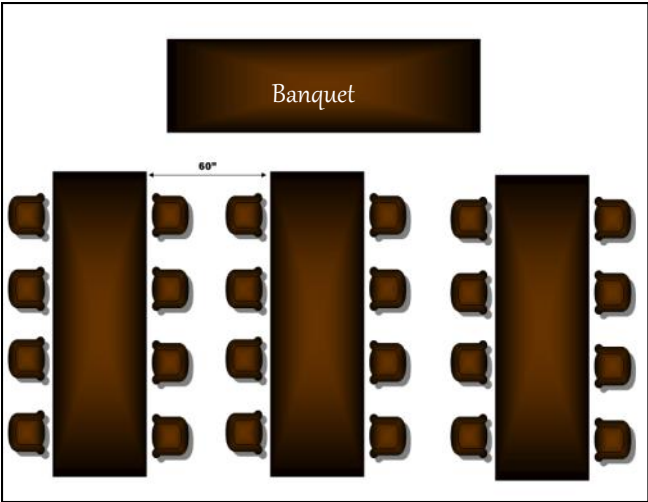
NORTH TOWER

- Hotel Registration
- Camping Registration
- Vision's Restaurant
- Mad Annie's Tavern
- Outdoor Swimming Pool
- Heritage Board Room

2nd Floor North Tower

- Wheeling Room
- Bridgeport Room

Seating Styles



BREAKFAST BUFFET

All prices are per person except where noted.



Buffet Served in the Conference Center.....\$11.95*
(For groups of 30 or more)

- ☼ Scrambled Eggs
- ☼ Sausage
- ☼ Bacon
- ☼ Hash Brown Potatoes
- ☼ Biscuits
- ☼ Fresh Fruit
- ☼ Danish
- ☼ Assorted Fruit Juices
- ☼ Freshly Brewed Coffee, Regular and Decaf
- ☼ Ice Water

*A 20% service charge and 6% sales tax will apply.
Prices subject to change until final contract is confirmed.*

Break Menu

All prices are per person except where noted.

CONTINENTAL BREAKFAST...\$7.95

*Freshly brewed coffee, regular and decaf,
hot tea, assorted fruit juices, assorted danish.*

HEALTH BREAK...\$9.95

*Fresh fruit tray, assorted yogurt, oatmeal raisin
cookies, bottled water, freshly brewed
coffee, regular and decaf.*

SWEET & SALTY BREAK...\$9.95

*Granola bars, gold fish crackers, tortilla chips
with salsa, pretzels, assorted soft drinks,
bottled water.*

AFTERNOON COOKIE BREAK...\$9.95

*Brownies and chocolate chip cookies, bottled
water, chocolate milk, assorted soft drinks.*

ICE CREAM SUNDAE...\$8.95

(FOR GROUPS OF 50 OR MORE ONLY)

Flavors: Chocolate, Vanilla & Strawberry

Toppings: Hot Fudge, Caramel, Cherries, Nuts, etc

FLOAT STATION...\$5.95

(FOR GROUPS OF 30 OR MORE ONLY)

Vanilla Ice Cream, Root Beer, Orange Soda, Coca-Cola

Build-a-Break

Freshly brewed coffee—regular and decaf

Hot tea & water.....\$5.95

Vegetable tray with dip\$5.95

Cheese & cracker tray.....\$5.95

Assorted soft drinks/bottled water...\$2.00

Assorted fruit juices.....\$1.95 each

Bagels & cream cheese.....\$3.95

Assorted Pastries.....\$4.95

Fresh baked cookie tray.....\$4.25

Fresh fruit tray.....\$5.95

Assorted yogurt.....\$2.95

Chicken Strips \$5.95

Cheese & Cracker Tray \$5.95

*Chicken Wings
(Regular or Spicy) \$5.95*

Fresh Fruit Tray \$5.95

Sweet and Sour Meatballs \$5.95

Barbeque Meatballs \$5.95

*Monte Carlo Assortment
(Egg Rolls and Mashed Potato Puffs) \$5.95*

Smoked Cocktail Franks \$4.95

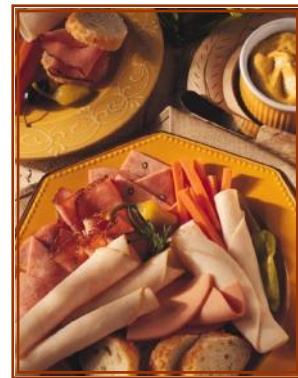
Petit Fours Tray \$5.95

Vegetable Tray with Dip \$5.95

Deviled Eggs \$5.95

Shrimp Cocktail \$10.95

Stuffed Mushrooms (Sausage or Seafood) \$5.95



HORS D'OEUVRES

*All prices are per person
(Minimum of 30 people)*

*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.*



Lunch will be served in Visions Restaurant...

1. Meeting group of 100 people or less.

- ◆ Lunch groups **of 100 people or less** will be served in the beautiful Visions Restaurant on the “Chef’s Choice Plan”, as described below.

Visions Restaurant “Chef’s Choice Plan”:

- ✓ *Two Chef’s Choice Entrées, side dishes, soup and salad bar, desserts and drinks—\$17.95* per person.*

Note: Groups of 100 people or less that wish to be served lunch in their meeting rooms will be charged a \$2 per person set up fee.

2. Meeting group of more than 100 people.

- ◆ Choose from the selections on the following two pages to build your lunch. The menu selections listed are some of our most popular choices. Choices have been organized in three different price categories for your convenience. If you desire more options, please consult with the conference planner and we will be happy to cater to your needs.

3. Contact a conference planner regarding your selections.

Email: meetingrequest@flatwoods.com

Fax: 304-765-2053

Phone: 866-700-7284 x101

**A 20% service charge and 6% sales tax will apply.
Prices subject to change until final contract is confirmed.*



Soup & Salad as Entree

Crispy Garden Salad w/Steak or Chicken

Crispy Iceberg Lettuce with your choice of Steak or Chicken and Favorite Dressing

Homemade Soup du Jour

Fresh Baked Bread

Chef's Choice of Dessert

Coffee, Iced Tea and Ice Water

@ \$16.95 ++

Classic Caesar Salad

Fresh Romaine Lettuce, Crunchy Croutons, Parmesan Cheese with a Classic Caesar Dressing

Homemade Soup du Jour

Fresh Baked Bread

Chef's Choice of Dessert

Coffee, Iced Tea and Ice Water

@ \$15.95 ++

Spinach and Strawberry Salad

Crispy Spinach, Fresh Strawberries, Feta Cheese, Almonds with a Raspberry Vinaigrette Dressing

Homemade Soup du Jour

Fresh Baked Bread

Chef's Choice of Dessert

Coffee, Iced Tea and Ice Water

@ \$15.95 ++

Ultimate Greek Salad

Fresh Romaine Lettuce, Tomatoes, Cucumber, Red Onion, Kalamata Olives, Feta Cheese and Greek Dressing

Homemade Soup du Jour

Fresh Baked Bread

Chef's Choice of Dessert

Coffee, Iced Tea and Ice Water

@ \$15.95 ++

House

Fresh Cut Greens with Garden Vegetables, Mozzarella & Croutons with your choice of Salad Dressing

Homemade Soup du Jour

Fresh Baked Bread

Chef's Choice of Dessert

Coffee, Iced Tea and Ice Water

@ \$15.95 ++

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Platinum Lunch Buffet

\$17.95 per person

**Includes tossed salad with a variety of dressings,
fresh baked bread, and chef's choice of dessert.*

There will be a \$3.00 charge per person for a second entrée choice.



Beef Burgundy* *Platinum*

*Tender beef tips, smothered in rich
mushroom and burgundy sauce. Served over flavorful egg pasta
Accompanied by fluffy Buttermilk Biscuits.*

Pasta Primavera with Chicken* *Platinum*

*Tender chicken breast with pasta and vegetable medley served with the perfect
herb and oil blend and topped with our ideal parmesan cheese.*

Roast Beef* *Platinum*

*A tender, juicy roast, carefully slow cooked and complimented by
buttery mashed potatoes, brown gravy and green beans.*

Catch of the Day* *Platinum*

*Our chef's selection of the freshest fish available, paired with a piping hot
baked potato and a colorful, steamed vegetable medley.*



*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.*

*If you don't see what you want on the menu, please ask.
We cater to specific needs.*

Gold Lunch Buffet

\$16.95 per person

**Includes tossed salad with a variety of dressings,
fresh baked bread, and chef's choice of dessert.*

There will be a \$3.00 charge per person for a second entrée choice.



Chicken Parmesan* Gold

Italian breaded chicken, side of spaghetti.

Roast Turkey* Gold

*Plump turkey roasted to a golden brown. Served with buttery
mashed potatoes, country-style gravy, with green beans.*

Grilled Chicken Breast* Gold

*All white meat breast chargrilled to perfection and served with
beautiful rice pilaf, and paired with a steamed vegetable medley.*

Crispy Garden Salad w/Steak or Chicken* Gold

*Your choice of tender marinated steak or grilled chicken breast over a
tangle of crisp iceberg and romaine lettuces, delicately sliced carrot and radish,
cherry tomatoes and cucumbers. This dish is paired with our chef's
specially prepared soup du jour.*

Southern-Style Fried Chicken* Gold

*Tender chicken breast and thigh coated in our country style batter and deep fried
until golden brown, served with mashed potatoes and crisp green beans.*

Pork Marsala* Gold

*Tender pork simmered in a delicate Marsala wine sauce with mushrooms and
served with rice pilaf, and a colorful vegetable medley.*

Asian Style Stir-Fry* ** Gold

*A bold, healthy stir fry with your choice of chicken or beef tossed with steamed
vegetables and a spicy authentic oriental sauce, and served with rice.*

***For an additional \$2.00, add fresh shrimp to your stir-fry
for a sensational taste of the Orient.*



*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed*

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We cater to specific needs.*

Silver Lunch Buffet

\$15.95 per person

**Includes tossed salad with a variety of dressings,
fresh baked bread, and chef's choice of dessert.*

There will be a \$3.00 charge per person for a second entrée choice.

Honey Citrus Vegetable Wrap Silver

*Generously filled with tender lettuce, fresh tomatoes, sweet carrots,
onions & Colby Jack cheese.*

Cheese Tortellini* Silver

Stuffed Pasta Rings topped with Alfredo Sauce

Country Beans & Cornbread* Silver

*Slow cooked brown beans and fresh baked corn bread
served with cooked potatoes.*

Texas Style Classic* Silver

*Cross the border with our spicy Texas style chili with
traditional Mexican style corn bread. Caliente!*

A Taste of Italy* Silver

*Included in this selection is your choice of one of our perfectly
baked lasagne, our delicious spaghetti & meatballs, or our
vegetarian pasta primavera. Your selection also includes a delicious
Caesar salad, and our warm Italian bread.*

Deli Fresh Luncheon Silver

*Start with a deli-fresh assortment of cold cuts including sliced turkey,
thin sliced honey ham, and roast beef. Next, we add a selection of fresh cheeses,
including swiss, American, and spicy pepper jack. Pile on crisp lettuce and juicy,
ripe red tomato and your favorite condiments atop fresh slices of white, wheat, or rye bread.
Enjoy with a steaming cup of our chef's soup de jour.
Also includes potato salad and pasta salad.*



*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.*

*If you don't see what you want on the menu, please ask.
We cater to specific needs.*



SILVER LIGHTER FARE OPTIONS

BAKED LEMON PEPPER TILAPIA

Rice Pilaf
Steamed Vegetables
Fresh Tossed Salad with Variety of Dressings
Fresh Baked Wheat Bread
Fruit
Coffee, Iced Tea and Water
@ \$15.95 ++

POTATO CRUSTED COD

Rice Pilaf
Steamed Broccoli
Fresh Tossed Salad with Variety of Dressings
Fresh Baked Wheat Bread
Fruit
Coffee, Iced Tea and Water
@ \$15.95 ++

TUNA MELT WRAP

Whole Wheat Tortilla Wrap with Tuna Salad
Rice Pilaf
Mozzarella Cheese and Sliced Tomato
Fresh Tossed Salad with Variety of Dressings
Fruit
Coffee, Iced Tea and Water
@ \$15.95 ++

A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.





BARBEQUE MENU



Lunch or Dinner Buffet

\$19.95 per person

Only for groups of 50 or more

**Barbeque Chicken & Ribs*

**Baked Beans*

**Corn on the Cob*

**Deviled Eggs*

**Potato Salad*

**Vegetable Tray*

**Assorted Breads*

**Dessert*

**Coffee, Iced Tea and Soft Drinks*

*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.*



DINNER BUFFET MENU



All Dinner Buffets are served with chef's choice of potato or rice, vegetable, tossed salad, fresh baked bread, dessert and drinks.

All dinner prices are priced per person.

✧ Italian Buffet

Freshly Baked Lasagna, Pasta Primavera, Spaghetti & Meatballs, served with Caesar Salad and Fresh Baked Italian Bread for Groups of 50 or more

✧ Honey Glazed Ham

✧ Grilled Chicken Breast

✧ Chicken Cordon Bleu

✧ Baked Steak/Gravy

\$19.95

✧ Herb Roasted Chicken

✧ German Pork Loin

✧ Chicken Marsala

✧ English Cut Roast Beef

\$20.95

✧ Catch of the Day

✧ Broiled Salmon Filet

✧ Oven Roast Prime Rib

✧ Fillet Mignon & New York Strip

✧ Ribeye

✧ Surf & Turf (6 oz. Filet & Broiled Shrimp)

Call for Market Price

There will be a \$4.50 charge per person for a second entrée choice.

If you don't see what you want on the menu, please ask.

We cater to specific needs.

A 20% service charge and 6% state tax will apply.

Prices subject to change until final contract is confirmed.

VISIONS RESTAURANT



Renowned for scrumptious prime rib and shrimp cocktail, Visions Restaurant will be happy to cater to your meeting requirements. A full service bar offers wine from local vineyards and beer from local breweries.

Dine in the inviting atmosphere of the restaurant or take advantage of our banquet facilities and have your meal while you meet. Our friendly and courteous staff can accommodate just about any request. Visions Restaurant is great for any occasion.

ELEGANT DINNER BUFFET

FEATURING A LA CARTE SPECIALS...

- ❧ Shrimp Cocktail
- ❧ Prime Rib
- ❧ Four Entrees including Nightly Seafood and Pasta Selections
- ❧ New England Clam Chowder
- ❧ Salad
- ❧ Homemade Cobbler for Dessert
- ❧ Variety of Beverages Available Including a Fully Stocked Bar

A 20% service charge and 6% state tax will apply.

BEVERAGES

BEVERAGE LIST AVAILABLE UPON REQUEST



CASH BAR

*BARTENDER FEE IS \$60.00 FOR THE FIRST 3 HOURS
AND \$20.00 EACH ADDITIONAL HOUR.
WAIVED WITH A MINIMUM OF \$400.00 IN SALES.*

GUEST WILL PURCHASE DESIRED DRINK FROM BARTENDER.

DOMESTIC BEER.....\$5.00/BOTTLE
IMPORT BEER.....\$6.00/BOTTLE
MIXED DRINK.....\$6.00-\$8.00/DRINK
WINE.....\$6.00/GLASS
SOFT DRINK.....\$3.00/DRINK

HOST BAR

*BARTENDER FEE IS \$75.00 FOR THE FIRST 3 HOURS AND \$25.00 EACH
ADDITIONAL HOUR.*

WAIVED WITH A MINIMUM OF \$450.00 IN SALES.

ALL BEVERAGES ORDERED WILL BE MASTER BILLED PER CONSUMPTION

DOMESTIC BEER.....\$5.00/BOTTLE
IMPORT BEER.....\$6.00/BOTTLE
MIXED DRINK.....\$6.00-\$8.00/DRINK
WINE.....\$6.00/GLASS
SOFT DRINK.....\$3.00/DRINK

MISCELLANEOUS BEVERAGE SALES

*WINE PER BOTTLE, \$17.95 (750ML) CANYON RIDGE, WHITE ZINFANDEL,
CABERNET SAUVIGNON, CHARDONNAY*

OTHER

*A 20% service charge and 6% state tax will apply.
Prices subject to change until final contract is confirmed.*

Personalized Conference Worksheet

Group Name _____ Number of People in Group _____ Length of Conference _____

Please make copies of this page for each day you will need meals.

Meal Choices	Day ____ <i>Meal Choice</i>	Time	# of People	Cost Per Person	Total Cost Per Meal
Breakfast Choice					
Break 1 Choice					
Lunch Choice					
Break 2 Choice					
Dinner Choice					
Hors D'oeuvres Buffet					
Beverages Choice					
Lodging Rooms (Call for Pricing)	# Of Double Rooms Needed _____ Price _____	# Single Rooms _____ Price _____			<i>Total Cost for Rooms:</i>

Call our conference coordinator and let us help you start planning your next event. 866-700-7284 Ext. 101

- Corporate Meetings
- Business Seminars
- Parties (big or small)
- Family Reunions
- Weddings
- Productions
- Class Reunions

Our onsite amenities include

- Indoor and outdoor pools
- Hot tub
- Mad Annie's Tavern
- Fitness center
- Gift shop
- Business center
- Visions Restaurant
- Hiking trails
- Double & queen rooms
- Suites with king or queen
- Deluxe suites
- Business Kings

Area attractions include

- Flatwoods Factory Outlet Stores
- Walmart Supercenter
- Sutton & Burnsville Lakes
- Historical Sutton
- Mountain Lakes Amphitheater
- White Water Rafting
- Artisan Studios
- Central WV Fairs & Festivals
- Elk River Water Trail
- Birch River
- Golf Courses
- Landmark Studio For the Arts
- New River Gorge Bridge
- West Virginia Wildlife Center

For more information, contact Braxton County CVB...304-765-6533

Days Inn & Suites





304-765-3300

- Legg's Hanes Bali Playtex
- McFly Outdoors
- The Book Warehouse
- Everything Fiesta
- Tommy Hilfiger
- Dress Barn
- Bon Worth
- Corningware Corelle Revere
- Rue21
- Amish Farms Bulk Food & Cheese
- Famous Footwear
- Lost Road Candles
- Hawkins Leather
- Mattress Warehouse
- Ntelos Wireless
- China Buffet
- Wild Vine & Spirits
- Enterprise Rental
- Braxton County Convention & Visitors Bureau
- Care Express
- VA Clinic
- Black Crow Primitives

Important Local Information & Contact Numbers

Transportation
Services Available in Area



304-765-3310

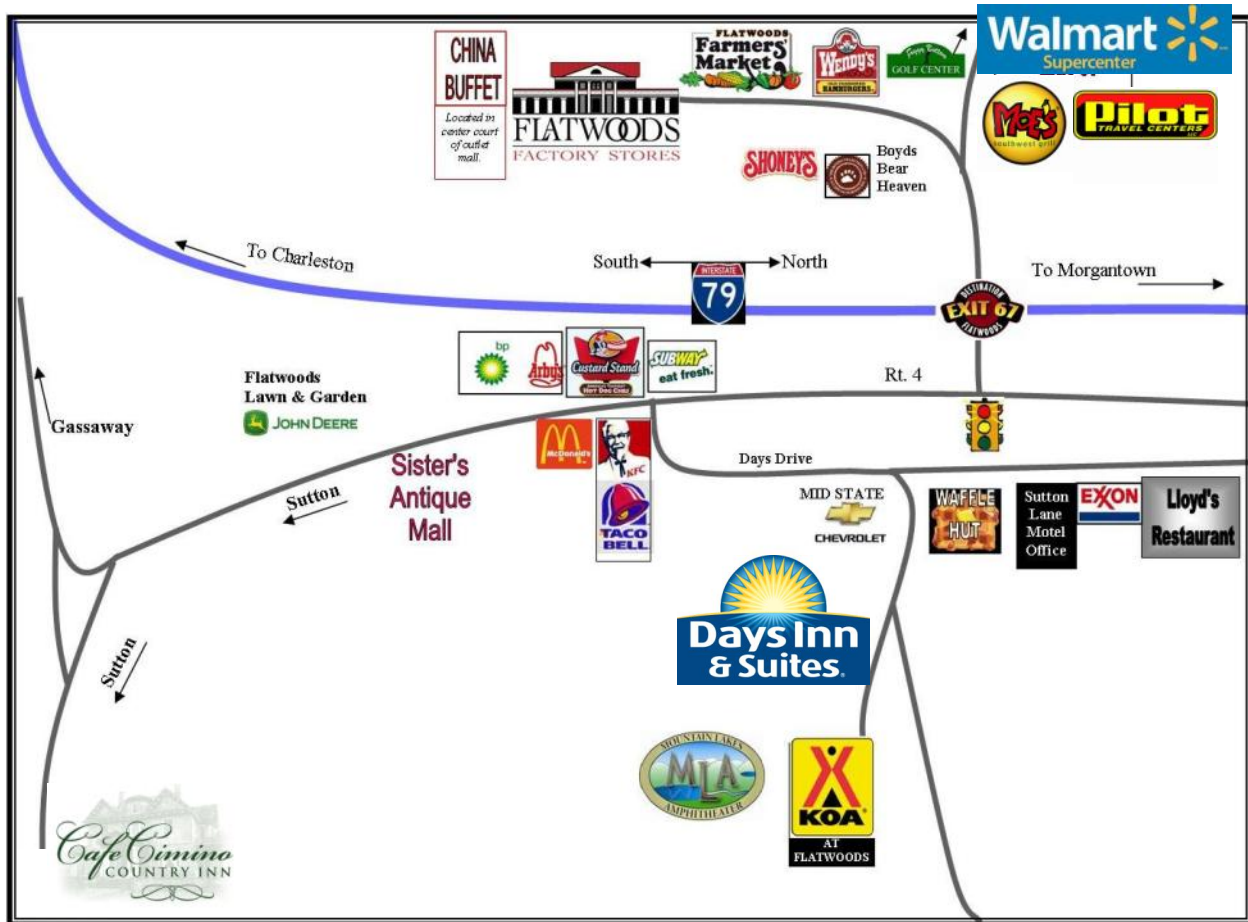
BRAXTON
Center yourself here™
**VISITORS
 CENTER**

304-765-6533

Local Churches

<p>Methodist <i>Morrison United Methodist</i> 304-765-2008</p> <p><i>Christ Church United Methodist</i> 304-765-5990</p> <p><i>Gassaway United Methodist</i> 304-364-5418</p>	<p>Jehovah's Witness <i>Sutton Congregation</i> 304-765-2328</p> <p>Church of Christ <i>Gassaway</i> 304-364-8077</p>
<p>Baptist <i>Sutton Baptist</i> 304-765-5442</p> <p><i>Gassaway Baptist</i> 304-364-8843</p> <p><i>First Southern Baptist</i> 304-765-7623</p>	<p>Catholic <i>St. Thomas</i> 304-364-5895</p> <p>Presbyterian <i>Davis Memorial</i> 304-364-5869</p>
<p>Seventh Day Adventist <i>Gassaway</i> 304-364-5837</p>	<p>Independent <i>Shiloh Fellowship</i> 304-765-5013 <i>The Pulse</i> 304-364-4164</p>

Exit 67 Amenities



Area Dining

Visions Restaurant (Inside Days Hotel)

Arby's
Moe's Southwest Grill
Custard Stand
Wendy's
Shoney's
Waffle Hut
McDonald's
Kentucky Fried Chicken
Taco Bell
China Buffet
Subway
Café Cimino

Area Shopping

Flatwoods Factory Outlet Stores
Walmart Supercenter
Sisters Antiques
Boyd's Bear Heaven

Area Convenience Stores, Gas Stations & Lodging

Pilot Travel Center
BP
Sunoco
Exxon
Go Mart
Chevron

Sutton Lane Motel

*We hope you enjoy
your stay.*