



## **HOLIDAY BANQUET INFORMATION PACKET**

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*Thank you for considering Lakeside Tavern for your private dining experience; we look forward to serving you and your guests!*

## **PRE-CONTRACT TIMELINE, MINIMUMS, FEES**

- The Lakeside Tavern Sunset Room is reserved on a first come first serve basis. A **forty-eight (48) hour Hold** may be placed on the Room for a date of interest, giving time to review information. This hold does not constitute a reservation and will be dropped if no contact is made between the booking party and Lakeside Tavern after the forty-eight (48) hours has expired. A valid credit card number is required when booking the Room, though there is no charge to finalize a reservation.
- A **Food and Beverage Minimum of \$1,000.00 is to be met to reserve this Room for Monday-Saturday Luncheons and \$2,000 for every evening. This does not include Taxes or Service Charges. Failure to reach any Minimum will result in an Un-Met Minimum Charge totaling the remaining difference.**
- **Before any booking can be confirmed, the Contract outlining your understanding and acceptance of all information covered within these guidelines must be completed and returned to Lakeside Tavern. The Contract may be returned via email or a physical copy may be hand delivered. When the Contract is received, confirmation will be sent back to the booking party securing the Room; please keep this confirmation for your records.**

## **POST-CONTRACT TIMELINE, CANCELLATIONS**

- The Menu must be set no later than 2 weeks in advance and a Final Guest Count is required **seven business days** before your scheduled event date. Lakeside Tavern wants to provide you and your guests with the best possible service; if any major additions or subtractions to your guest count are discovered at any time *before* the final head count due date (as many as three guests can apply as major), please let the Coordinator know as soon as possible so that we are able to schedule your Event accordingly. Your Final Head Count will be considered firm as of your Due Date and Lakeside Tavern will prepare and charge for the most recent update in the case of a failure to provide a Final Count by the Due Date. This Final Number must be a single number and not a range. If the Final Number is an estimate, Lakeside Tavern may provide up to (but no more than) two additional seats, if available. Should the actual number of guests who attend the event be less than the final guarantee, a charge equal to the number of missing guests multiplied by the selected Meal Tier will be added for each guest not in attendance.
- A charge will be applied to the card on file if your event is **cancelled** within six (6) months of the date booked. This charge will be equal to the Minimum associated with the date and time booked. The Room may be booked Monday through Saturday between the hours of **11am-3:30pm** or **4:30pm-close**. The Banquet Room is available on Sundays **after 4:30pm**. Lakeside Tavern does not offer formal rescheduling and any form of adjustment to event dates will be considered a Cancellation (with all associated expectations and subsequent procedures) and rebooking and will require a new, fully-completed Contract to be submitted to the Event Coordinator.

## PAYMENTS

Payment is based on your bill the day of your event and any discrepancies between your confirmed and actual guest count. All prices are listed before applicable Taxes or Service Charges (listed below). Payment is due at the *conclusion* of your event in the form of **cash or a credit card**. **Checks are not accepted**. The Final Bill will be in the form of an Itemized Receipt, which will list your Subtotal (served/prepared items), Service Charges, and Tennessee State Tax. Tax-exempt institutions must have a Tennessee State Sales Tax Exempt form on file with Lakeside Tavern **before** the scheduled event. If tax-exempt, credit cards must be in the organization's name.

*A party with 21 or more guests will require payment on one check only.*

ADDITIONAL CHARGES	
<u>Service Charge</u> 22% Added to Subtotal before Taxes	<u>Tennessee State Tax</u> 9.25% Added to Subtotal before Gratuity

## MENU ARRANGEMENTS

- All parties will be asked to choose one of the options from our Tiered Banquet Menu to set up a Plated or Buffet-style event.
- Dinner menus are used every evening and all day on Saturday. *Those wishing to book a Saturday Luncheon will use this Banquet Information Packet as reference.*
- Appetizers are not included in the Tiered Pricing, but may be ordered à la carte or at a platter price of \$100 (as a general estimate, one platter is recommended for every 15- 20 guests); platters consist of one appetizer, not an assortment.

## OPTIONAL CHARGES

### Table Cloths

#### Choice of white or black

*Please note that this will not affect napkins, which will remain complimentary, black cloth*

**\$4.00** per Cloth (typically one linen per 2 tables)

*If you wish to provide your own table cloths, please provide us with your linens two business days before your event.*

### Bar with selection of beer and wine in Room with Bartender

*Available to parties 48 or fewer*

**\$100** (does not include price of beverages and all alcohol must be placed on Main Check; **not a cash bar**)  
*Guests that do not wish a Bar to be set up in the Room may simply order alcohol from their Servers, who will retrieve it for them and not have to leave the Room. Due to rotating stock, please check with Event Coordinator regarding beer and wine options and availability.*

### Dessert Fee

For those who choose to provide their own dessert...

**\$1.00** per person (*Self-served*)

**\$2.00** per person (*House-served*)

*Lakeside Tavern will set up a separate table with plates and silverware for any guests that provide their own dessert.*

*When bringing your own dessert, please confirm storage and delivery information with the Coordinator to ensure proper service.*

*Please note that Lakeside Tavern does not allow Ice Cream as a dessert option.*

### Juice or Coca-Cola products

**\$3.75** each (*Sodas are served with complimentary refills*)

## ADDITIONAL INFORMATION

The booking party is responsible for any damages to the facility. Furthermore, Lakeside Tavern will strive to meet special requests from our patrons, but do reserve the right to refuse any request not outlined in these guidelines.

**The Banquet Room is to function as a Dining Space only; Wedding Rehearsals and Ceremonies are not permitted.**

# DINNER EVENT MENU OPTIONS

These options are listed for those that may wish to build a Plated-Style Event from scratch. Lakeside Tavern offers Tiered Menu Pricing, in which all prices are per person and include house salads, choice of 2 side items from below as well as coffee, iced tea and bread. The two selected sides will accompany each entrée except for Stand-Alone Dishes. *(Limit one red meat selection per event)*

## TIERED MENU PRICING

- Option 1: Choose any 3 entrées from Tier 1..... \$28
- Option 2: Choose any 3 entrées from Tier 1 or Tier 2..... \$35
- Option 3: Choose any 3 entrées from Tier 1, Tier 2, or Tier 3..... \$45
- Option 4: Tier 4 (Pre-Set Menu)..... \$60

### TIER I

Cilantro-Lime Chicken  
 Jamaican Jerk Chicken  
 Lakeside Chicken Pasta

### TIER II

Wood-Grilled Salmon  
 10oz. Hickory-Grilled Sirloin  
 Spicy Chicken & Shrimp Pasta

### TIER III

7oz. Filet Mignon  
 Tavern Crab Cakes  
 14oz. Ribeye Steak

### TIER IV

Wood-Grilled Salmon  
 Cilantro-Lime Grilled Chicken  
 7oz. Filet Mignon OR 14oz. Ribeye Steak  
*Each Entree Paired with Jumbo-Lump Blue Crab Cake*

### SIDES

Steamed Broccoli  
 Seasoned Rice  
 Yukon Gold Mashed Potatoes  
 Baked Sweet Potato with Pecan Brittle  
 Steamed Asparagus *(+1.99 per person)*  
 Baked Potato *(+0.99 per person)*  
*with Butter & Sour Cream on the side*

### DESSERTS

*(+\$5.99 per order; optional)*  
*Choice of Two (2):*  
 Two-Layer Key Lime Pie  
 Strawberry Cake  
 Vanilla Bean Cheesecake  
*(Cheesecake drizzled with choice of Raspberry, Chocolate, or Caramel;*  
*Choose one [1])*

***Appetizer Platters are available for \$100 each and serve approximately 15-20 guests.***

# **BUFFET MENU OPTIONS**

These options are listed for those who may wish to build a Buffet-Style Event from scratch. Lakeside Tavern offers Tiered Menu Pricing, in which all prices are per person and include house salads, choice of 2 side items from below as well as coffee, iced tea and bread. Ghost Fees do not apply to Buffet-Style Events and the booking party will be instead charged for the number of servings based on the Final Count. Lakeside Tavern requires limiting Buffets to parties with less than 48 guests. *Quantities will be based on an estimated 4oz. portion of each item per guest.*

**Pre-Set Salads are not available on Buffet-Style Events.**

*(Limit one red meat selection per event)*

## **TIERED MENU PRICING**

Option 1: Choose any 3 entrées from Tier 1.....	\$29
Option 2: Choose any 3 entrées from Tier 1 or Tier 2.....	\$36
Option 3: Choose any 3 entrées from Tier 1, Tier 2, or Tier 3.....	\$46
Option 4: Tier 4.....	\$61

### **TIER I**

Jamaican Jerk Chicken  
Cilantro-Lime Chicken  
Lakeside Chicken Pasta

### **TIER II**

Hickory-Grilled Sirloin  
Wood-Grilled Salmon  
Spicy Chicken & Shrimp Pasta

### **TIER III**

Hawaiian Sirloin  
Filet Mignon  
Tavern Crab Cakes

### **TIER IV**

Filet Mignon  
Wood-Grilled Salmon  
Cilantro-Lime Grilled Chicken  
*Each Paired with Jumbo-Lump Blue Crab Cake*

### **SIDES**

Steamed Broccoli  
Seasoned Rice  
Yukon Gold Mashed Potatoes  
Steamed Asparagus *(+1.99 per person)*

### **DESSERTS**

*(+\$5.99 per order, optional)*

*Choice of Two (2):*

Two-Layer Key Lime Pie  
Strawberry Cake  
Vanilla Bean Cheesecake  
*(Cheesecake drizzled with choice of  
Raspberry, Chocolate, or Caramel;  
Choose one [1])*

***Appetizer Platters are available for \$100 each and serve approximately  
15-20 guests.***

# **DINNER MENU ITEM DESCRIPTIONS**

## **HICKORY-GRILLED SIRLOIN**

Premium, center-cut sirloin aged to perfection and grilled just the way you like it.

## **LAKESIDE CHICKEN PASTA**

Marinated roasted chicken breast, mushrooms, spinach, sun-dried tomatoes and broccoli florets sautéed with penne pasta in a sumptuous white wine cream sauce.

*Stand-alone Entrée*

## **JAMAICAN JERK CHICKEN**

Grilled, double breast of chicken marinated in a flavorful Jerk sauce; served with a grilled pineapple ring.

## **WOOD-GRILLED SALMON**

Grilled Atlantic salmon crowned with our signature mustard dill sauce.

## **FILET MIGNON**

Tender, center-cut filet grilled your temperature preference.

## **14OZ. RIBEYE STEAK**

A flavorful cut; richly marbled and grilled over hardwood coals.

*Plated-style only*

## **TAVERN CRAB CAKES**

Jumbo-lump Blue crab cakes pan-seared to golden brown and crowned with a sweet and spicy remoulade sauce.

## **HAWAIIAN SIRLOIN**

Premium, center-cut sirloin marinated in our House-made, American-style teriyaki sauce.

*Buffet-style only*

## **CILANTRO-LIME GRILLED CHICKEN**

A double breast of chicken marinated, grilled, and basted in our flavorful Cilantro-Lime Sauce.

## **SPICY CHICKEN & SHRIMP PASTA**

Bowtie pasta tossed in a spicy cream sauce, sautéed with chicken, shrimp, sun-dried tomatoes, green onions, and mushrooms.

*Stand-alone Entrée*

## **APPETIZER DESCRIPTIONS**

Appetizer Platters are available for \$100 each and serve about 15-20 guests per platter.

*Each platter consist of one type of appetizer, not an assortment.*

### **SPINACH DIP**

Creamy spinach dip served with fresh corn tortilla chips.

### **TAVERN SPICY SHRIMP**

Tender shrimp lightly battered then fried to golden brown; served with sweet and spicy Asian sauce.

### **AHI TUNA WONTON STACK**

Pepper-encrusted, Sashimi-grade Ahi tuna lightly seared and sliced thin on crispy wontons with cucumbers; served with soy ginger sauce and wasabi.

### **PARMESAN FRIED ASPARAGUS**

Fresh asparagus spears lightly coated in seasoned batter then fried golden to a crispy, golden brown; served with a zesty wasabi-ranch dipping sauce.

### **SOUTHWEST EGG ROLLS**

Seasoned grilled chicken breast, sweet corn, black beans, red pepper, onions, cheddar and Monterey Jack cheeses inside a crispy wonton wrapper; served with a cool avocado-ranch dipping sauce.

### **BUFFALO CAULIFLOWER**

Fresh cauliflower florets fried then tossed in our homemade buffalo sauce; accompanied by bleu cheese dressing and sliced cucumbers.

### **YEE-HAW BEER CHEESE**

Home-made cheese dip made with Yee-Haw Kölsch beer served with fresh corn tortilla chips.