

Thank you *for your interest in hosting a private party at The Pines Tavern. Since 1914, The Pines Tavern has been located on Bakerstown Road. The Pines was originally the gathering place for the workers of the three great estates of Pittsburgh's industrial captains, Pittsburgh Mayor Babcock, Oil and Natural Gas Baron Joseph Trees (Treesdale) and Eden Hall home of Sebastian Mueller and his wife Sarah Heinz. Today The Pines is known for its commitment to serving local, seasonal and sustainable foods. Our cuisine is prepared from only the freshest ingredients from our own farm, local sustainable farms and vendors we trust. Our wines are carefully selected from the top vineyards. Each event is personally planned with the guest in mind. Give us a call, we will be happy to work with you to create your memorable event.*

PLANNING YOUR EVENT

MENU

Our menu selections are subject to change according to seasonality and market availability. Our Chef is happy to customize a specific menu, wine pairing or additional hors d'oeuvres and intermezzo courses to create a unique dining experience. Children's meals, Gluten Free, Vegetarian and Vegan needs can be met upon request and priced individually. Prices **do not** include the 7% Pennsylvania Tax or a 20% gratuity.

GROUP SIZE, MEAL SELECTION, GUARANTEE

For parties up to 17 guests you may select from our core, weekly or daily menu on the day of the event with no pre-selection. For 18 to 25 guests we ask that a selection of three (3) items be made for your guests to choose from at least 2 weeks in advance. We will supply a menu of the selected options that will be at each place setting for guests up to 25. For parties of 26 or more guests will make their selections from our buffet menu options. Final guest count will be needed 7 days from your event, this will be the final count and will be considered a final guarantee. Guests not attending the event who were included in the final guarantee will be considered no shows and the meals will be charged and individually packaged for takeout.

BEVERAGES

We offer a variety of beverage and cocktail options to accommodate the particular needs of your event. Private Dining Entree prices include, at no extra charge coffee, de-café coffee, hot Lipton tea, fresh brewed ice tea, lemonade, and Coke products.

Host Bar: The server keeps a running tab of all beverages consumed which are added to the final bill. This includes Full Bar, Wine Service, and Beer.

Cash Bar: The guests purchase their own beverages as they are ordered

Wine Service: We offer a large selection of wines by the bottle, ask for a copy of our current list.

House Wine and Beer: Guest will select from our house wine selection or beer, the server will keep a running tab and will be added to the final bill

Corking Fees: If you would like to bring your own wine we ask that it not be listed on our current wine list. Corking fees would be \$15.00 per .75lt bottle and \$25.00 per 1.5lt bottle

Punch Bowls: this will serve 25 6oz servings

- Fruit Punch priced at \$69.00 non-alcoholic
- Sangria priced at \$199.00
- Champagne Punch priced at \$199.00
- Mimosas are priced at \$8.00 per serving

DINING AREAS

The Garden Room: will accommodate up to 32 guests comfortably. This room can be closed off making it a wonderful area for business meetings, birthday celebrations, bridal showers, wedding rehearsal dinners. With the use of the garden room the back porch may also be used for you guests to wonder out there to enjoy the warm weather.

The Main Dining Room: will accommodate up to 55 guests comfortably. This room is good for larger groups, small weddings, office parties, wedding receptions, rehearsal dinners or business meetings.

The West Patio: An option with the Main Dining Room would be the accessibility to the west patio giving this room a nice way to have cocktails and appetizers on the patio and move inside for the meal.

GUIDELINES

Room access is one half hour before the scheduled event time unless previous arrangements have been made. Only table decorations are permitted. Nothing is to be taped to the walls or ceiling. No sand, glitter, or confetti are permitted.

- We accommodate special linen colors for an additional \$1.00 per person. Ask for color options.
- AV equipment may be brought in through an approved vendor and is the sole responsibility of the client.
- Friday Evening events will be scheduled at 6:30pm or 8:00pm.
- Saturday night events will be scheduled for 5:00pm or 8:00pm with no exceptions.
- Lunch events will be scheduled at 11:30 – 3:30. Room must be empty by 3:30 to allow time to reset.
- We prefer to have one check issued for the private event, however if opting to have separate checks please make your guests aware it will take up to 5 minutes to process **each individual check** and may cause a delay in everyone leaving at the same time.

Clifden, Inc./The Pines Tavern, a licensee of the Commonwealth of Pennsylvania reserve the right to refuse service to any guest that appears to be underage without legal identification or that appears to be intoxicated. Acceptable forms of identification are: a valid US passport, valid driver's license with photo or valid state identification card with photo.

REQUIRED DEPOSITS

To guarantee a date and room for your private event a deposit is required. Upon choosing your date, the deposit must be received within 7 days of the booking date, cancellation of the event may occur if payment is not received or an alternate arrangement is made for receiving the deposit.

Deposits Required: up to 25 guests \$50.00

26 or more guests \$100.00

Deposits will be converted into a Pines Tavern Gift Card. The gift card is non-refundable and in the event of a cancellation will be mailed to you. The gift card may be used toward the final payment on the day of your event. Payment of the deposit may be made in person or call us with a credit card number. We accept cash, checks, Master Card, Visa, or American Express.

Room Fees

A private room fee guarantees your room reservation and the room will be dedicated to your guests only. It also provides for the set up and tear down time for the party, furniture moving, and time for you to decorate, place flowers, cakes, AV equipment, and any preparations by you or our staff to meet your guests' needs. Fees will be charged at the time of the deposit. If an event is canceled, the room fee will be returned to you in the form of a check, 100% if canceled a month in advance, 75% if canceled 3 weeks in advance, 50% if canceled 2 weeks in advance. No fee will be returned if canceled less than 2 weeks. Private room fees will be waived for non-profit groups with a tax exempt number. Sunday and Monday rental information is available upon request.

Lunch Service

| <i>Tuesday Thru Thursday</i> | <i>Friday</i> | <i>Saturday</i> |
|------------------------------|------------------|--|
| No Fee Necessary | No Fee Necessary | Main Dining Room - \$95.00 Garden Dining Room - \$75.00 |

Dinner Service

| <i>Tuesday Thru Thursday</i> | <i>Friday</i> | <i>Saturday</i> |
|------------------------------|--|--|
| No Fee Necessary | Main Dining Room - \$195.00 Garden Dining Room - \$150.00 | Main Dining Room - \$295.00 Garden Dining Room - \$195.00 |

December Lunch Service

| <i>Tuesday Thru Thursday</i> | <i>Friday</i> | <i>Saturday</i> |
|--|---|--|
| Main Dining Room - \$95.00 Garden Dining Room - \$65.00 | Main Dining Room - \$175.00 Garden Dining Room - \$50.00 | Main Dining Room - \$150.00 Garden Dining Room - \$100.00 |

December Dinner Service

| <i>Tuesday Thru Thursday</i> | <i>Friday</i> | <i>Saturday</i> |
|--|--|--|
| Main Dining Room - \$195.00 Garden Dining Room - \$100.00 | Main Dining Room - \$225.00 Garden Dining Room - \$175.00 | Main Dining Room - \$350.00 Garden Dining Room - \$250.00 |

Private Dining During Patio Season

Private dining during patio season will be in the main dining room only. The West Patio for any event, at any time is \$195.00. If the patio is not used due to rain, you will refunded your \$195.00. If you are using the patio, and rain during the event forces you indoors no credit will be issues. Patio fees are not waived.

MENUS

Appetizers

\$10.00 Per Person, Select Three (3)

Fresh vegetable crudité with hummus and ranch dressing for dipping
Fresh fruit tray with berries, caramel cheesecake dip
Warm wild mushroom crostini (2 pc per person)
Assorted deviled eggs (2 pc per person)
Imported cheese, meat, and cracker tray with grapes

Individual trays from the above selections may be ordered for \$6.00 per person
Meat and cheese selection for \$7.00 per person
Minimum of 12 people

\$15.00 Per Person, Select Three (3)

Mini crab cakes with roasted pepper aioli (2 per person)
Warm brie with honey, toasted pistachios, olive oil grilled sliced baguettes
Grilled vegetable plate with basil pesto dip
Coconut breaded shrimp with rebel sauce (2 pieces per person)
Mushroom dip with olive oil grilled sliced baguette

\$20.00 Per Person, Select Three (3)

Jumbo shrimp cocktail (3 pieces per person)
Ala Carte Shrimp \$89.00 per 2.5 pounds
Grilled lamb chops with truffle balsamic drizzle (2 pieces per person) \$6.00 supplemental
Our own warm smoked citrus salmon side, capers, red onions, lemon, chopped egg
Lump crab bruschetta in phyllo cups (2 pieces per person)

Value Package

Select one from each tier above for \$16.00 per person, minimum of 20 people
Appetizers may be placed on a special table with plates, forks, and napkins or passed by the servers.

Appetizer selections may also come from our core menu or our chef will be happy to work with you if you would like a wider selection, prices may vary depending on the selection.

PRIVATE DINING PACKAGES

LUNCHEON

\$19.99 per person. This price is per person and **does not include** tax (7%) or gratuity (20%)

Starter

Guests will select one (1), included in the entrée price

- A cup of chef's daily soup of the day
- Tavern House Salad with mixed greens, carrots, cucumbers, tomato, red onion
- Field Green Salad with strawberries, toasted almonds and champagne dressing (**nut allergy**)

Salad Dressing

Blue cheese, 1000 island, honey poppy seed, la flora Italian, ranch, balsamic, raspberry vinaigrette or cabernet.

Drinks

Included at no extra charge are coffee, de-café coffee, hot Lipton tea, fresh brewed ice tea, lemonade and Coke products.

Entrée

Host selects three (3) options. Guests will select one (1) entree from the host selected options.

Entrée

- All natural chicken pot pie with peas, carrots, puff pastry, creamy chicken sauce, with a side of baked apples
- Olive oil, lemon peel, herb grilled salmon, fresh asparagus, oven roasted rosemary potatoes. \$5.00 upcharge.
- Pepper steak (cooked to medium temperature) atop penne pasta tossed with olive oil roasted tomato sauce with basil, shaved parmesan, steamed broccoli
- Herb marinated grilled natural chicken breast, grilled asparagus, oven roasted rosemary potatoes, Frangelico herb sauce (**nut allergy**)
- Artisan penne pasta with vodka sauce, grilled vegetables, grilled natural chicken, asiago cheese
- Zucchini noodles primavera, fresh asparagus tips, red onion, shiitake mushrooms, red peppers, garlic, herbs, olive oil, salt and peppers, shaved parmesan

Dinner Salad

- Steak and potato salad, grape tomatoes, charred red onions, roasted peppers, cheddar cheese, grilled beef tips (cooked to medium temperature) rosemary grilled fingerling potatoes
- Traditional chicken salad with grapes, fresh seasonal fruit, fruit bread
- Grilled romaine salad, Caesar vinaigrette, cherry tomatoes, balsamic reduction, grilled all natural chicken
- Harvest beet salad, fresh roasted beets, smoked blue cheese, candied orange peel, toasted pistachios, orange mint vinaigrette, grilled all natural chicken
- Spinach and pear salad, baby spinach and sliced pear with cherries, toasted almonds, candied orange peel, smoked bacon, maple vinaigrette, grilled all natural chicken

Replace chicken on any of the above salads with shrimp (8 pieces-\$7), or Scottish salmon (\$11)

Sandwiches

- Farm house club sandwich, our own roast ham and turkey, smoked bacon, cheddar cheese, organic fried egg, tomato, sweet and our slaw on honey whole wheat, tavern chips
- Chicken salad club on croissant, traditional all white meat chicken salad with celery, lettuce, tomato, fresh sliced fruit and berries
- Grilled chicken sandwich, smoked bacon, avocado, arugula, tomato, tavern herb aioli, sweet potato fries
- All natural tavern burger (cooked to medium temperature), lettuce, tomato, fries, and cole slaw. Select American, Swiss, provolone, or blue cheese
- Crab cake on brioche roll, lettuce, tomato, chef's tartar, coleslaw, tavern chips. \$5.00 upcharge

Vegetarian, vegan, and gluten free options are available upon request.

Dessert

Cupcakes or specialty cakes may be brought in with no additional fee for cutting or serving. Take home containers for left-overs are the responsibility of the host.

Dessert add on

- vanilla ice cream is available to serve with your special occasion cake for \$2.00 per person
- fresh fruit pie with vanilla ice cream garnish \$6.50
- assorted sweet tray which includes bar and home style cookies \$19.00 per dozen, 2-dozen minimum

Dinner

Each entrée is priced individually and includes a choice of soup or salad as a starter. The prices listed **do not** include tax (7%) or gratuity (20%).

Starter

Guests will select one (1), included in the entrée price

- A cup of seafood bisque with sherry whipped cream
- Tavern house salad with mixed greens, carrots, cucumbers, tomato, red onion
- Field green salad with strawberries, toasted almond, champagne dressing (**nut allergy**)
- Soup and salad combination from above is an additional \$4.00 per person

The following salads may be added with an additional charge

- Grilled romaine Caesar with cherry tomatoes, balsamic drizzle and parmesan \$5.00
- Roasted beet salad with smoked blue cheese, candied orange peel, toasted pistachios, orange mint vinaigrette dressing \$5.00
- Tavern wedge with cherry tomato, avocado, smoked bacon, red onion and blue cheese dressing \$6.00

Salad Dressing, choose two

Blue cheese, 1000 island, honey poppy seed, la flora Italian, ranch, balsamic, raspberry vinaigrette or cabernet.

Drinks

Included at no extra charge are coffee, de-café, hot Lipton tea, fresh brewed ice tea, lemonade, Coke products

Entrée

- Filet mignon (cooked to medium temperature), zinfandel demi-glace, blue cheese stuffed mushroom, garlic mashed potatoes, steamed asparagus, crispy angel hair onion rings \$48.00
- Petite filet and crab cake, 6oz petite filet (cooked to medium temperature) with natural demi glace, lump crab cake, steamed green beans, mashed potatoes \$45.00
- Pan seared natural chicken, roasted garlic, artichokes, leeks, thyme, lemon honey pan sauce, steamed fresh green beans, rosemary fingerling potatoes \$29.00
- All natural chicken piccata with lemon, artichoke and caper sauce, steamed green beans, garlic mashed potatoes \$29.00
- Fresh grilled salmon filet, steamed asparagus, hollandaise sauce, shrimp, rosemary roasted fingerling potatoes \$40.00
- Artisan pasta with vodka sauce, asiago cheese with choice of grilled shrimp or grilled chicken \$30.00
- Herb marinated and grilled flat iron (cooked to medium temperature) atop penne pasta tossed with olive oil roasted tomato sauce with basil, shaved parmesan, steamed broccoli \$39.00
- Zucchini pasta primavera, shiitake mushrooms, asparagus tips, bell peppers, red onions, split grape tomatoes (vegetarian) \$29.00
- All natural tavern burger (cooked to medium temperature) includes fries \$19.00
- Breaded chicken tenders, fries and fresh fruit (12 and under) \$11.00

Vegetarian, vegan, and gluten free options are available upon request.

Dessert

Cupcakes or specialty cakes may be brought in with no additional fee for cutting or serving. Take home containers for left-overs are the responsibility of the host.

Dessert add on

- Vanilla ice cream is available to serve with your special occasion cake for \$2.00 per person
- Fresh fruit pie with vanilla ice cream garnish \$6.50
- Assorted sweet tray which includes bar and home style cookies \$19.00 per dozen, 2-dozen minimum

LUNCHEON BUFFET PACKAGE

For 25 confirmed guests or more

Prices above are subject to 20% gratuity and 7% tax.

TAVERN CROISSANT AND BAGUETTE SANDWICH BUFFET - \$21.99 PER PERSON*

CHOOSE THREE:

- Natural chicken salad with lemon peel, blueberries and pistachio on croissant
- Shrimp, asparagus, egg, lemon dill aioli on croissant
- Grilled natural chicken Caesar with romaine, asiago and lemon aioli on baguette
- Roast beef with roasted peppers, arugula, tomato basil aioli on baguette
- Grilled Asian veggies, cashews, greens on baguette with hoisin aioli (**nut allergy**)
- Fresh mozzarella, tomato, arugula, prosciutto, roasted garlic aioli on baguette

OR

BUILD YOUR OWN TAVERN SLIDER BUFFET - \$21.99 PER PERSON*

CHOOSE THREE:

- Pulled BBQ pork, sweet pickles, sweet onion cheddar on brioche bun
- Fried natural chicken, shredded lettuce, sweet pickle, Chef's sauce on brioche bun
- 100% natural crab cake slider, shredded lettuce, pickled onion, funky tartar sauce on brioche bun. (\$5.00 up charge)
- Natural beef cheeseburger slider, shredded lettuce, tomato, sweet pickle, brioche bun, sweet onion, mayonnaise, ketchup, mustard
- Veggie burger, on brioche bun, shredded lettuce, tomato, sweet pickle, sweet onion, mayonnaise, ketchup, mustard

FIRST COURSE SELECTION

CHOOSE ONE:

- Cup of wedding soup (served)
- Cup of butternut squash soup (served)
- Cup of vegetarian minestrone (served)
- Bowl of lobster or shrimp bisque (served) \$5.00 up charge

SALAD OPTIONS

CHOOSE TWO:

- Traditional House Salad
- Traditional Spinach Salad
- Mojito melon salad with berries
- Fresh mozzarella and seasonal fruit salad
- Loaded baked potato salad with bacon, onion and cheddar cheese
- Scratch made mac & cheese, buttered panko crusts
- Seasoned fruit basket with caramel cheesecake dip
- Grilled vegetable basket with roasted pepper aioli

We do not charge a cake cutting fee for special occasion cakes

*Includes coffee, decaf coffee, fresh brewed ice tea, Lipton hot tea, Coke products, and Tavern Chips.

All Saturday showers must conclude by 3:30 pm.

WEDDING REHEARSAL BUFFET PACKAGE

\$44.99 Per Person

For 25 confirmed guests or more.

Dinners will include a served house salad with Balsamic Dressing or Ranch on the table, rolls and butter.

Price **does not** include a 20% gratuity or 7% tax.

ENTRÉES

CHOOSE TWO:

- Sliced herb roasted tenderloin of beef
 - Pan seared chicken with honey lemon and thyme sauce
 - Herb roasted spiced salmon
 - Chicken Marsala with mushrooms
 - Our famous crab cakes with Chef's funky tartar sauce \$10.00 upcharge
 - Penne pasta with vegetable Bolognese sauce (VEG)
 - Chianti braised short ribs of beef
 - Pan seared sea bass on spinach, sweet pepper, garlic and lemon sauce
 - Herb roasted sliced turkey breast / traditional stuffing and gravy
- (Additional entrée may be added at an additional price depending on the entrée item)

STARCH

CHOOSE ONE:

- Parmesan, basil and sun dried tomato risotto
- Fresh mashed potatoes
- Rosemary roasted red skin potatoes
- Scratch made mac and cheese with buttered panko crust
- Cheddar onion and shredded potato au gratin

VEGETABLES

CHOOSE TWO:

- Grilled seasonal vegetables with olive oil, herbs and garlic
- Fresh green beans with olive oil and lemon peel
- Roasted brussels sprouts and red onion
- Steamed broccoli, carrots and cauliflower
- Maple roasted butternut squash

DESSERT

Cupcakes or specialty cakes may be brought in with not additional fee for cutting or serving, or ask for a copy of our current dessert menu to make selections.

*Includes coffee, decaf, fresh brewed ice tea, Lipton hot tea, Coke products

Prices above are subject to 20% gratuity and 7% tax.

BUFFET PACKAGE

\$44.99 Per Person

For 25 confirmed guests or more.

Dinners will include a served house or spinach salad with Balsamic Dressing or Ranch on the table, rolls and butter.

Price does not include a 20% gratuity or 7% tax.

ENTRÉES

CHOOSE TWO:

- Chicken with wild mushrooms in a marsala cream sauce
 - Grilled chicken finished with warm tomato basil bruschetta topping, parmesan cheese balsamic reduction
 - Lemon artichoke chicken with a sherry-lemon thyme pan sauce
 - Grilled and sliced beef tenderloin with cabernet demi glaze
 - Shaved prime rib in a natural au jus with horseradish sauce
 - Campanelle pasta with shrimp, asparagus, sun dried tomato and red onion in a Cajun cream sauce
 - Penne pasta with vodka sauce, grilled chicken and mixed grilled vegetables
 - Herb grilled salmon finished with citrus infused butter
 - Crab stuffed flounder finished with a white wine-lemon butter sauce
 - Beef Bracciole, thinly pounded beef stuffed with an Italian herb bread stuffing simmered in a red wine marinara
 - Baked ham with an apricot glaze
 - Sweet Italian sausage or roasted vegetable lasagna with ricotta cheese, provolone, parmesan béchamel
 - Our famous crab cakes with Chef's funky tartar sauce \$10.00 up charge
- (Additional entrée may be added at an additional price depending on the entrée item)

STARCH

CHOOSE ONE:

- Risotto with a choice of parmesan peppercorn: Mushroom: Tomato basil and parmesan: sweet corn, asiago and basil
- Roasted garlic whipped potatoes
- Herb and garlic roasted fingerling potatoes
- Brown rice/white rice vegetable pilaf
- Macaroni and cheese. Add on broccoli, bacon, or caramelized onions with buttered panko breadcrumbs

VEGETABLES

CHOOSE TWO:

- Roasted brussels sprouts with caramelized onion and bacon
- Steamed broccoli, carrots, cauliflower and green beans
- Mixed grilled seasonal vegetables

DESSERT

Cupcakes or specialty cakes may be brought in with not additional fee for cutting or serving, or ask for a copy of our current dessert menu to make selections.

*Includes coffee, decaf, fresh brewed ice tea, Lipton hot tea, Coke products

Prices above are subject to 20% gratuity and 7% tax.

Funeral Comfort Food Buffet

\$19.99 Per Person *

For a minimum of 25 confirmed guests

Price does not include a 20% gratuity or 7% tax.

House salad will be on the table upon arrival, balsamic and ranch dressing will also be on the table.

Dinner rolls and butter will be on the table upon arrival

Buffet will include the following:

- Herb roasted, sliced top round of beef, natural demi-glace
- Traditional stuffed chicken breast with natural gravy
- Penne pasta with vodka sauce
- Mashed potatoes
- Fresh green bean casserole with mushroom sauce and toasted onion ring crust

Additional options:

- Fruit crisp with vanilla sauce, \$4.00 per person
- Homestyle cookie tray, \$19.00 per dozen
- Choose an option from our current dessert menu

*Includes coffee, decaf coffee, fresh brewed ice tea, Lipton hot tea, lemonade, and Coke products

Children under 10 will not be charged

Prices above are subject to 20% gratuity and 7% tax.

Pines Tavern Event Confirmation

Please complete the following confirmation page and return it with your reservation deposit. The deposit must be received no later than **7 days** from the booking date. The confirmation event sheet must be received no later than **20 days** from your booking date. If your event is less than 14 days from the booking date, the confirmation must accompany the deposit to ensure your room and date are confirmed.

Your signature represents that you have read and understand, and agree to all the terms and conditions detailed in this package. With this agreement, is the required deposit either included as a check or my credit card information via phone to a Pines Tavern associate, this information reserves the room and date for my event. I understand that if my deposit is not received within 7 days of the booking and alternate arrangements have not been made, my event can be canceled.

Clifden, Inc./The Pines Tavern, a licensee of the Commonwealth of Pennsylvania reserve the right to refuse service to any guest that appears to be underage without legal identification or that appears to be intoxicated. Acceptable forms of identification are: a valid US passport, valid driver’s license with photo or valid state identification card with photo.

I understand that I must confirm my guest attendance and meal selections 7 days before the event. I understand that I will be charged for confirmed guests at the time of the event.

SIGNATURE
DATE

EVENT DATE AND TIME: _____

ROOM RESERVED: _____

APPROXIMATE NUMBER OF GUESTS: _____

ADULTS _____

KIDS _____

CONTACT NAME: _____

CONTACT PHONE NUMBER: _____

CONTACT EMAIL ADDRESS _____

CONTACT ADDRESS: _____

RESERVATION DEPOSIT: \$ _____ _____

AMOUNT ENCLOSED CHECK #

CREDIT CARD NUMBER _____

MC V AE NUMBER EX DATE CODE

CREDIT CARD INFORMATION GIVEN TO _____

NAME DATE

FEE MAY BE PAID IN PERSON OR BY MAIL. PLEASE MAKE CHECKS PAYABLE TO THE PINES TAVERN
 5018 BAKERSTOWN ROAD, GIBSONIA, PA 15044. PLEASE DO NOT MAIL CASH

PLANNING GUIDE

TYPE OF EVENT _____

THEME TO THE EVENT _____

ARRIVAL TIME _____

GUEST ARRIVAL TIME _____

BAR SERVICE (SEE PAGE 3)

HOST PAY _____

HOUSE WINE & BEER ONLY _____

FULL BAR SERVICE _____

WINE SERVICE _____

WINES SELECTED _____

CASH BAR _____

PUNCH _____

MIMOSA _____

SANGRIA _____

NO ALCOHOL _____

FLOOR PLAN OPTION _____

Answer yes or no the following:

DESSERT TABLE _____

APPETIZER TABLE _____

GIFT TABLE _____

PRIZE//RAFFLE TABLE _____

PLACE CARD TABLE _____

SIGN IN SHEET TABLE _____

AV TABLE NEEDED _____

LINEN COLOR REQUEST _____ (THIS IS AN ADDITIONAL \$1.00 PER PERSON)

(WE WILL DO OUR BEST TO GET A SELECTED COLOR UPON REQUEST, OUR RESOURCE IS LIMITED TO THEIR SELECTION)

FLOWERS TO BE DELIVERED _____ FROM _____

CAKE TO BE DELIVERED _____ FROM _____

APPETIZER SELECTIONS IF APPLICABLE, SEE PAGE 6

\$10.00PP _____ \$15.00PP _____ \$20.00PP _____ \$16.00PP _____

- 1. _____
- 2. _____
- 3. _____

ADDITIONAL APPETIZERS

- 1. _____
- 2. _____
- 3. _____
- 4. _____

ENTRÉE SELECTIONS (FOR GROUPS 17-25)

- 1. _____
- 2. _____
- 3. _____

SOUP AND/OR SALAD OPTIONS

- 1. _____
- 2. _____
- 3. _____

DESSERT SELECTION (IF APPLICABLE)

- 1. _____
- 2. _____
- 3. _____

BUFFET SELECTIONS BRIDAL/BABY SHOWER REHEARSAL DINNER BUFFET OPTION FUNERAL
(CIRCLE ONE)

LUNCH ENTRÉE SELECTION

- 1. _____
- 2. _____
- 3. _____

LUNCH FIRST COURSE

- 1. _____

LUNCH SALAD OPTION

- 1. _____
- 2. _____

DINNER ENTRÉE SELECTION

- 1. _____
- 2. _____

DINNER STARCH SELECTION

- 1. _____

DINNER VEGETABLE SELECTION

- 1. _____
- 2. _____

DESSERT (IF APPLICABLE)

- 1. _____
- 2. _____
- 3. _____

Please return this sheet with your signed confirmation.

Recommended Vendors

Flowers:

Z-Florist
804 Mt. Royal Blvd
Pittsburgh, Pa. 15223
(open 10-7)
412-486-1970

Cakes:

Flour and Sugar Cakery
673 Castle Creek Drive
Seven Fields, Pa
724-778-4004

Sweet B's
Sweetbsweetshop@yahoo.com
412-445-5324

Rental Items:

Party Savvy
4315 Old Wm. Penn. Hwy
Monroeville, Pa 15146
412-856-8368

General Rental Center
20644 Rt. 19
Cranberry, Pa 16066
724-766-6990

AV Equipment:
Micro Rental
Jim Smith
412-780-8882

Linens:

Lendable Linens
3253 Old Frankstown Road Ste G
Pittsburgh, PA 15239
724-325-5555

Seating Arrangements

Garden Room:

Seating 8-12

1-Square Table

Seating 10-20

1-Long Table

Seating 18-32

2-Long Tables

Seating 24-32

4-Tables

The room set up will be based on the room size and what will best serve the guests staying within the Fire Marshall's required guidelines.

Main Dining Room:

Seating 24-32

4-Tables of 6-8

Seating up to 40

4-Tables of 6-8

2-Round Tables of 5

1-Round Table of 6

Seating up to 48

4-Tables of 8

2-Round Table of 5

1-Round Table of 6

Seating up to 55

4-Tables of 10

3- Round Tables of 5

The room set up will be based on the room size and what will best serve the guests staying within the Fire Marshall's required guidelines.