

### **BANQUET TERMS AND CONDITIONS**

#### **DETAILS**

All menus and event details are due 14 days prior to the first event. Authorized Banquet Event Orders (BEOs) are required 2 weeks prior to arrival. If an authorized BEO is not received prior to the event, the last BEO will be accepted as approved. If any meeting rooms need to be reset within 72 hours, once the room has been setup, will incur a re-set charge, which will vary depending on the scope of the change requested. Please refer to your specific event contract which outlines the function spaces and fees for use of the space. Should the group modify their contracted function space, additional fees may be applied.

#### FOOD & BEVERAGE, MEAL SELECTIONS & GUARANTEES

A firm count for catered meals must be provided 7 days before the event, or the highest previous estimate may be considered final. Increases made after these deadlines will incur an extra 20% increase in menu prices, if it can be accommodated. The amount charged will be the guaranteed number or the actual number served, whichever is greater. No outside food and beverage may be brought into the banquet rooms, aside from a dessert from a licensed bakery, where an additional cost may apply for service. Buffets will be prepared to serve 5% more than the guaranteed number.

Plated Meals are limited to 2 entrees per event, plus a special dietary option. Pricing for plated split entrée melas will be the highest price of the two selections.

All food items may be served or displayed for a maximum of 2 hours. Due to health regulations, at the conclusion of your event, all left over food is the property of the Inn at Spanish Head and is not to be removed from the premises.

A service charge of 23% will be added to all charges (food, beverage, av, dance floors, room rentals). Menus and prices are subject to change up to 60 days prior to the event date. With advance notice, our kitchen is prepared to handle special dietary needs. Additional charges may apply depending on what is requested.

#### BAR SERVICE

All alcohol must be purchased and served through the Inn at Spanish Head, in accordance with OLCC regulations. Full service banquet bars require a bar minimum of \$200 per bartender, per hour; Beer and Wine banquet bars require a bar minimum of \$100 per bartender, per hour.

#### BANQUET EQUIPMENT, RENTALS & SUBCONTRACTORS

Complimentary tables, chairs, house linens, china, flatware and glassware are included as part of your room rental, based on availability. Plans for additional tables, staging, furniture, chairs, linens and place setting rentals must be planned through the Inn at Spanish Head, and additional charges may apply.

Audio Visual equipment is available for rental through our 3rd party AV company, and we suggest reserving the equipment early to ensure that the equipment is available and ready for your event. If you choose to provide your own equipment that requires technical assistance from our staff, the prevailing labor rate will be applied to the master account.

Client agrees to have any subcontracted companies adhere to all policies and regulations of the Inn at Spanish Head, and will be required to carry their own insurance.

All décor, materials and equipment must be removed immediately at the conclusion of your event unless you have contracted or arranged an extended tear down time.

## **BREAKFAST**

SERVED BEFORE 10:30 AM

ALL BREAKFASTS INCLUDE ORANGE JUICE, FRESHLY GROUND REGULAR COFFEE, DECAFFEINATED COFFEE & AN ASSORTMENT OF HOT TEAS

<ul> <li>CONTINENTAL BREAKFAST</li> <li>SLICED FRESH FRUIT DISPLAY</li> <li>ASSORTED MUFFINS &amp; SCONES</li> <li>HARD BOILED EGGS</li> <li>OATMEAL, BROWN SUGAR, RAISINS &amp; WALNUTS</li> </ul>	\$22
<ul> <li>SPANISH HEAD CONTINENTAL</li> <li>ASSORTED MUFFINS &amp; SCONES</li> <li>MINI BAGELS WITH CREAM CHEESE</li> <li>SLICED FRESH FRUIT</li> <li>ASSORTED YOGURTS</li> </ul>	<b>\$</b> 24
<ul> <li>RISE &amp; SHINE BUFFET</li> <li>FLUFFY SCRAMBLED EGGS</li> <li>BREAKFAST POTATOES</li> <li>BACON &amp; SAUSAGE</li> <li>ASSORTED MUFFINS &amp; SCONES</li> </ul>	<b>\$</b> 27
<ul> <li>COASTAL BUFFET</li> <li>SMOKED SALMON HASH</li> <li>FLUFFY SCRAMBLED EGGS</li> <li>BAGELS &amp; WHIPPED CREAM CHEESE</li> <li>SLICED FRESH FRUIT</li> </ul>	\$33
ENHANCE YOUR BREAKFAST BUFFET BY ADDING FROM OUR BREAKFAST ENHANCEMENTS	

**BREAKFAST BUFFETS** 

#### PLATED BREAKFAST

(FOR GROUPS OF LESS THAN 25 PEOPLE)

TRADITIONAL	<b>\$</b> 28
♦ FLUFFY SCRAMBLED EGGS	S
♦ Breakfast Potatoes	
♦ BACON & SAUSAGE	
• BISCUIT WITH BUTTER	
BREAKFAST ENHAN	NCEMENTS
FLUFFY SCRAMBLED EGGS	\$5
HARD BOILED EGGS	\$24/DOZEN

FLUFFY SCRAMBLED EGGS	\$5
HARD BOILED EGGS \$24/DC	ZEN
ASSORTED GREEK YOGURTS	\$5
BACON OR SAUSAGE	\$7
HONEY GLAZED HAM STEAK	<b>\$</b> 10
QUICHE LORRAINE (MINIMUM OF 6 PEOPLE)	<b>\$</b> 10
FRESH FRUIT MEDLEY	\$8
FRENCH TOAST	\$7
BISCUITS AND SAUSAGE GRAVY	\$12
OATMEAL, BROWN SUGAR, RAISINS & WALNUTS	\$5
Freshly Baked Muffins & Scones	

\$45/DOZEN

HOT CHOCOLATE \$60/URN

BAGELS & WHIPPED CREAM CHEESE \$5
\*ADD SMOKED SALMON, TOMATO, EGG,
RED ONION & CAPERS \$14

23% Service Charge Additional Buffets have a minimum of 25 people.

Groups under 25 people will be charged an additional \$8 per person for breakfast buffets. Prices are subject to change and are per person unless otherwise noted.

## **BREAK ITEMS**

Assorted Muffins & Scones		SOFT DRINKS/FLAVORED WATER	\$4/EACH
	\$45/DOZEN	BOTTLED WATER	\$4/EACH
ASSORTED SPECIALTY DESSERT		Freshly Brewed Coffee	\$75/URN
E	\$42/dozen	(REGULAR OR DECAF)	
Freshly Baked Fudge Brow	/NIES \$38/dozen	Coffee & Hot Tea Service	\$145/EACH
Assorted Petit Fours	\$45/DOZEN	Нот Теа	\$60/URN
WHOLE FRESH FRUIT	\$4/EACH	Orange Juice \$2	24/PITCHER
ASSORTED GREEK YOGURTS	\$5/EACH	LEMONADE OR ICED TEA \$2	22/PITCHER
GRANOLA BARS	\$4/EACH	Lemon-Lime Infused Water \$2	28/GALLON
POTATO CHIPS	\$4/EACH	CHARGE TERMS DOADS DO	
Assorted Candy Bars	\$5/EACH	CHARCUTERIE DUARD DREAK	
ASSORTED PREMIUM NUTS	\$5/PERSON	CHEF'S SELECTION OF CHEESE,	Salami,
HOT CHIPS (SERVES APPROX. 5 PEOPLE)		Pepperoni, Olives, Pickles &	
,	\$10/BASKET	ASSORTED MUSTARDS WITH RUST:	ic Bread
MARIONBERRY COBBLER WITH CREAM (MINIMUM 20 PEOPLE)		\$20/person	
PEANUT BUTTER PIE	\$10/EACH	(MINIMUM OF 20 PEOPLE)	
NEW YORK CHEESECAKE WITH WHIPPED		WELLNESS BREAK	
Cream & Berry Sauce	\$10/EACH	Yogurt, Granola, Raisins & A	SSORTED
CHOCOLATE CAKE WITH CREAM \$10/EACH			
LEMON BERRY MASCARPONE CAKE		Premium Nuts	
	\$10/EACH	Whole Fresh Fruit	
KEY LIME PIE	\$10/EACH	LEMON-LIME INFUSED WAT	ΓER
Tiramisu	\$10/EACH	\$16/PERSON	
RED VELVET	\$10/EACH	\$10/PERSON	

#### SPANISH HEAD BOX LUNCH

- Deli style Pre-Made Sandwich with your *choice of*:
  - ROAST BEEF, TURKEY, HAM OR VEGETARIAN
- MAXIMUM 3 SELECTIONS, AMOUNTS DUE WITH FINAL COUNTS
- Bag of potato chips, whole fresh fruit, fudge brownie & soft drink

#### \$27 EACH

23% Service Charge Additional
Per Person Items Based on Service for 30 minutes

## **LUNCH**

SERVED 11AM TO 3PM

ALL LUNCHES INCLUDE ICED TEA, FRESHLY GROUND REGULAR COFFEE,
DECAFFEINATED COFFEE & AN ASSORTMENT OF HOT TEAS

## **LUNCH BUFFETS**

THE SANDWICH BOARD	<b>\$4</b> 0	WRAP IT UP	\$45
<ul> <li>PREMIUM DELI MEATS TO</li> </ul>		◆ SOUP OF THE DAY	
INCLUDE:		◆ ASSORTED WRAPS TO	
<ul> <li>SMOKED TURKEY</li> </ul>		INCLUDE:	
<ul> <li>BLACK FOREST HAM</li> </ul>		◆ CHICKEN CAESAR WRAP	
◆ ROAST BEEF		◆ Medeteranian	
♦ ACCOMPANIMENTS TO		Vegetarian Wrap	
INCLUDE:		◆ ITALIAN	
<ul> <li>SLICED CHEDDAR, SWISS</li> </ul>		◆ SIGNATURE POTATO CHIPS	
& Pepper Jack Cheese		◆ POTATO SALAD	
<ul> <li>SLICED TOMATOES,</li> </ul>		<ul> <li>Dessert Bars &amp; Brownies</li> </ul>	
ONION, RED LEAF			
LETTUCE & PICKLES		Taqueria Buffet	\$45
<ul> <li>WHOLE WHEAT &amp;</li> </ul>		Build Your Own Taco	
Sourdough Breads		WITH:	
<ul> <li>SIGNATURE POTATO CHIPS</li> </ul>		<ul> <li>Northwest Sourced</li> </ul>	
<ul> <li>POTATO SALAD</li> </ul>		Seasoned Skirt Steak	
<ul> <li>Pasta Salad</li> </ul>		& CHICKEN WITH	
<ul> <li>Dessert Bars &amp; Brownies</li> </ul>		Onions & Peppers	
	<b>* -</b> 0	<ul> <li>TILLAMOOK CHEDDAR</li> </ul>	
King Tide Buffet	<b>\$</b> 50	CHEESE	
<ul> <li>MARINATED CHICKEN BREAST</li> </ul>		◆ Sour Cream and	
IN A LEMON PEPPER SAUCE		Fresh Guacamole	
<ul> <li>Fresh Local Salmon with</li> </ul>		• Shredded Lettuce,	
LEMON DILL SAUCE		Green Onions, Diced	
• RICE PILAF AND FRESH		Tomatoes,	
Seasonal Vegetables		• TORTILLA CHIPS & HOUSE	
♦ CAESAR SALAD		Made Salsa	
♦ Freshly Baked Bread &		• Refried Beans, Spanish Rice	
Butter		• Corn & Flour Tortillas	
<ul> <li>CHEF'S SELECTION OF</li> </ul>		<ul> <li>CHEF'S SELECTION OF</li> </ul>	
Dessert		Dessert	

## PLATED ENTREES

PRICES LISTED AS LUNCH/DINNER & CONSISTENT WITH PORTION SIZING
ENTREES INCLUDE FRESHLY GROUND REGULAR COFFEE, DECAFFEINATED COFFEE & A SELECTION OF HOT
TEAS, ORGANIC GARDEN SALAD WITH BALSAMIC OR BUTTERMILK RANCH DRESSING, FRESH SEASONAL
VEGETABLES, FRESHLY BAKED ROLLS & CHEF'S CHOICE DESSERT

<u>CHOICE OF SIDE</u>: ROASTED FINGERLING POTATOES, RICE PILAF, OR GARLIC MASHED POTATOES EACH SELECTION WILL BE SERVED WITH THE SAME SIDE DISH.

#### **SURF N' TURF** MARKET PRICE

CHARGRILLED PRIME BEEF TOP SIRLOIN WITH HERB BUTTER & A PETITE COLD WATER LOBSTER TAIL WITH DRAWN BUTTER

#### **STEAK & PRAWNS** \$65/\$85

CHARGRILLED PRIME BEEF TOP SIRLOIN WITH HERB BUTTER & JUMBO PRAWNS IN GARLIC BUTTER

#### **LEMON PEPPER CHICKEN** \$38/\$60

BUTTERMILK MARINATED BAKED CHICKEN BREAST WITH A LEMON PEPPER BREAD CRUMB CRUST WITH CREAM SAUCE

#### SPECIAL DIETARY ENTRÉE OPTIONS

VEGETABLE RISOTTO
EGGPLANT CACCIATORE
PASTA WITH CHEF'S CHOICE OF
SAUCE (GF PASTA AVAILABLE)
PUTTANESCA
STUFFED PORTOBELLO

#### GRILLED SALMON

CHARGRILLED SALMON FILET WITH LEMON DILL SAUCE

#### ROASTED CHICKEN \$42/\$58

ONE HALF HONEY-GLAZED ROASTED CHICKEN

#### FILET MIGNON

CHARGRILLED CERTIFIED CHOICE BEEF TENDERLOIN WITH HERB BUTTER

# HAZELNUT BREADED STUFFED CHICKEN BREAST \$45/\$62

MUSHROOMS, SPINACH, ROASTED GARLIC & BOURSIN CHEESE TOPPED WITH GLACE DE VIANDE SAUCE

#### **BEEF TOP SIRLOIN**

**\$**50/**\$**65

**\$48/**\$65

\$60/\$75

CHARGRILLED PRIME BEEF TOP SIRLOIN STEAK WITH HERB BUTTER

#### **LUNCH & DINNER ENHANCEMENTS**

CLAM CHOWDER \$10

LOBSTER MACARONI & CHEESE \$15

23% SERVICE CHARGE ADDITIONAL

PRICES LISTED ABOVE ARE INDICATED FOR LUNCH/DINNER AND ARE PER PERSON.

LIMIT 3 SELECTIONS PER EVENT, INCLUDING A SPECIAL DIETARY OPTION.

PRICING FOR PLATED DINNERS WILL BE THE HIGHER OF THE ALL SELECTIONS.

PLATED DINNERS IDEAL FOR GROUPS OF 25 PEOPLE OR LESS.
FOR GROUPS OF MORE THAN 25 GUESTS, AN ADDITIONAL CHARGE FOR SERVICE KITCHEN WILL APPLY.

### **DINNER BUFFET**

#### MINIMUM OF 25 GUESTS

DINNER BUFFETS INCLUDE FRESHLY GROUND REGULAR COFFEE, DECAFFEINATED COFFEE, AN ASSORTMENT OF HOT TEAS, FRESH BAKED ROLLS & CHEF'S CHOICE DESSERT (UNLESS OTHERWISE NOTED)

#### SPANISH HEAD TRIO

\$80

- ◆ SHORT RIBS IN RED WINE REDUCTION
- ♦ HAZELNUT CRUSTED CHICKEN BREAST WITH SAGE SUPREME SAUCE
- CHAR GRILLED SALMON WITH LEMON DILL SAUCE
- SERVED WITH ORGANIC GARDEN GREENS WITH VINAIGRETTE & BUTTERMILK RANCH DRESSINGS
- Fresh Seasonal Vegetables & Garlic Mashed Potatoes

WESTERN BBQ

**\$70** 

- CHAR GRILLED BABY BACK PORK RIBS IN HOUSE MADE BBQ SAUCE
- CHAR GRILLED CHICKEN BREAST IN HOUSE MADE BBQ SAUCE
- SERVED WITH HONEY MAPLE BAKED BEANS, POTATO SALAD & CORN ON THE COB
- CORNBREAD, SLICED WATERMELON & MARIONBERRY COBBLER WITH WHIPPED CREAM

#### A TASTE OF ITALY BUFFET

\$75

- Make Your Own Pasta to Include: Chef's Fresh Pasta & Cheese-Stuffed Ravioli with Alfredo, Meatball Marinara, Shrimp Scampi
- ♦ LOBSTER MACARONI & CHEESE WITH PARMESAN CHEESE TOAST
- ♦ MINESTRONE SOUP
- ORGANIC GARDEN GREENS WITH VINAIGRETTE & BUTTERMILK RANCH DRESSINGS

#### **SOUTH OF THE BORDER**

\$68

- SEASONED CHICKEN & STEAK FAJITAS WITH SAUTÉED BELL PEPPERS & ONIONS
- ♦ WARM FLOUR & CORN TORTILLAS
- SERVED WITH SOUR CREAM, GUACAMOLE, SHREDDED LETTUCE, TILLAMOOK CHEDDAR & MONTEREY JACK CHEESE, REFRIED BEANS
- ♦ SOUTHWESTERN CORN SALAD
- TRI-COLORED TORTILLA CHIPS WITH HOUSE MADE SALSA

#### OREGON COAST BUFFET

\$88

- CHAR GRILLED SALMON FILET WITH CRAB & DILL CREAM SAUCE
- PAN SEARED LING COD WITH BRANDY SAUCE
- PAN FRIED OYSTERS WITH BUTTERMILK & PANKO
- ♦ MANILA CLAMS SIMMERED IN A LEMON BUTTER SAUCE
- SERVED WITH FRESH SEASONAL VEGETABLES, GARLIC MASHED POTATOES
- SERVED WITH ORGANIC GARDEN GREENS WITH VINAIGRETTE & BUTTERMILK RANCH DRESSINGS

23% Service Charge Additional

## **HORS D'OEUVRES**

Prices are per dozen (minimum order 4 dozen per item)

WARM HORS D'OEUVRES		CHILLED HORS D'OEUVRES	
SEAFOOD CAKES REMOULADE	\$50	Jumbo Prawns Cocktail Sauce, Lemon	\$50
CHICKEN SATE SWEET THAI PEANUT SAUCE	\$45	Fresh Mozzarella, Cherry Tomato Skewer	\$35
<b>SPANAKOPITA</b> SPINACH & FETA CHEESE PHYLLO	\$35	SEAFOOD SALAD CROSTINI	\$55
Triangles		DEVILED EGGS	\$30
SHRIMP KEBOBS	\$75	Assortment of Deviled Eggs	
CRAB AND SHRIMP STUFFED MUSHROOMS	\$48	SMOKED SALMON CANAPÉS Nova Lox & Dill Cream Cheese on Crostini	\$45
VEGETARIAN SPRING ROLLS	\$40	SEASONAL BRUCHETTA	\$35
SMOKED TENDERLOIN On Crostini	\$55	PROSCIUTTO WRAPPED GRILLI ASPARAGUS	E <b>D</b> \$40
SMOKED SALMON POTATO CA GARLIC, CHIVES BUTTER, PANKO	<b>KES</b> \$40		

## **CARVING STATION**

CHEF CARVER FEE OF \$150/HOUR - 2 HOUR MINIMUM ALL ITEMS ARE MARKET PRICE

#### SMOKED & ROASTED PORK LOIN

#### HONEY-GLAZED HAM

(SERVES APPROXIMATE 15 GUESTS)

(SERVES APPROXIMATELY 20 GUESTS)

#### ROASTED CERTIFIED ANGUS PRIME RIB

(SERVES APPROXIMATELY 20 GUESTS)

## **RECEPTION ITEMS**

PRICES LISTED ARE BASED ON 25 PEOPLE EACH

Vegetable Crudité	
Fresh & Marinated Vegetables, House Made Dipping Sauces	\$225
FRESH SEASONAL FRUIT	\$550
COLORFUL DISPLAY OF FRESH FRUIT & BERRIES	
DOMESTIC & IMPORTED CHEESE DISPLAY	\$325
DILL HAVARTI, SMOKED GOUDA, TILLAMOOK CHEDDAR, PEPPER JACK, GRUYERE, WHITE CHEDDAR, BOURSIN HERBED CHEESE, HOUSE MADE CROSTINI & CRACKER ME	DLEY
CHARCUTERIE PLATTER	\$500
CHEF'S SELECTION OF CHEESE & CURED ITALIAN MEATS, GARLIC HORSERADISH PICK OLIVES WITH RUSTIC BREAD, PRETZELS, CRACKERS WITH ASSORTED MUSTARDS	LES &
CHEF'S SMOKEHOUSE SEAFOOD PLATTER	\$550
EVERYTHING SMOKED ~ SALMON, WHITE FISH, SCALLOPS & SHRIMP NOVA LOX WITH CAPERS, ONION, CREAM CHEESE AND RUSTIC BREAD	
NOVA LOA WITH CAPERS, ONION, CREAM CHEESE AND RUSTIC BREAD	
BAKED ARTICHOKE CRAB DIP	\$350
House Made Crostini & Cracker Medley	
SWEET TOOTH TRAY	\$300
Assorted Dessert Bars & Tartlets, Brownies, Mini Cheesecakes	

## **RECEPTION BUFFET**

CHARCUTERIE PLATTER

VEGETABLE CRUDITE

CHEF'S CHOICE OF (3) HORS D'OEUVRES

\$40 PER PERSON, ONE HOUR

23% Service Charge Additional

## **BANQUET BAR SERVICE**

**BEER & WINE BAR:** \$100.00 PER HOUR MINIMUM BAR REVENUE GUARANTEED BY THE GROUP **FULL BAR:** \$200.00 PER HOUR MINIMUM BAR REVENUE GUARANTEED BY THE GROUP

#### **BAR PRICING**

	<b>HOSTED BAR</b>	<b>CASH BAR</b>
WELL BEVERAGES	\$10	\$11
CALL BEVERAGES	\$12-16 (varies on brand)	\$13-17
PREMIUM BEVERAGES	\$15 and up	\$16 and up
House Wines by the glass	\$11	\$12
House Beer	\$7	\$8
IMPORTED BEER/MICROBREWS	\$8	\$9
SOFT DRINKS	\$4	\$4

#### **BAR OFFERINGS**

	PREMIUM	CALL	$\mathbf{W}$ ELL	
Vodka	GREY GOOSE	MONOPOLOWA	Sun Ranch	
GIN	HENDRICKS	Tanqueray	BEEFEATERS	
TEQUILA	Don Julio Silver	Horonitos	Lunazul	
RUM	Sailor Jerry	Captain Morgan	Bacarci	
WHISKEY	Makers Mark	Crown Royal	Jim Beam	
SCOTCH	GLENLIVET	JOHNNY WALKER RED	Dewars	
House Beer	Coors Light, Corona, Heinken			
IMPORTED/ MICROBREWS	PELICAN BREWERY, VARIETY OF SELTZERS & CIDER			
HOUSE WINES	STOLLER ROSE, RODNEY STRONG CHARDONNAY & WINE BY JOE PINOT NOIR, ANNE AMIE PINOT GRIS, BERNARD GRIFFIN CABERNET SAUVIGNON			

A CORKAGE FEE OF \$20 PER 750ML OPENED BOTTLE WILL APPLY SHOULD YOU DECIDE TO BRING IN YOUR OWN WINE. WINE MUST BE DELIVERED TO USOUR STAFF WILL OPEN AND SERVE IT TO KEEP WITH OLCC GUIDELINES.

23% SERVICE CHARGE ADDITIONAL FOR HOSTED BAR

PRICES AND BRANDS ARE SUBJECT TO CHANGE.

BAR HOURS PROVIDED FOR A MAXIMUM OF 3 HOURS, AND REQUIRES FOOD TO BE OFFERED DURING SERVICE.

