

Solstice Kitchen & Wine Bar
Private Dining Room Contract

LUNCH 2017

Getting started

- A credit card is required upon booking all events.
- Your event is NOT reserved until a credit card is on file AND we have received your completed contract
- Contracts may be returned via email to solsticekitchen@gmail.com or via fax at 803-470-3633

Room Minimums

- A \$350 minimum (*pre-tax and gratuity*) must be met for events taking place Monday-Friday
- A \$750 minimum (*pre-tax and gratuity*) must be met for events taking place on Saturdays

Cancellation Policy

- A \$50 fee is charged for cancellations made after your event has been booked and held for more than 24 hours.
- We do not waive cancellation fees for rescheduled events/bookings
- **There is a \$150 fee for cancellations made less than 48 hours in advance.**

Your Event

- An estimated guest count is taken upon booking the event
- **A final count must be finalized 48 hours in advance to your event**
- *An additional \$25 is applied for each no-show or additional attendee greater than FIVE persons from the final count*
- Upon arrival, pre-selected menus will be preset at each place setting.
- **Menus MAY NOT be changed or adjusted once the final menu is chosen.**
- **All menu selections must be determined at least one week prior to your event.**
- All prices are listed on the menu page and are *per-person*.
- *Tax, gratuity and beverage costs are not included in the per person price*
- **SEPARATE CHECKS ARE NOT PERMITTED FOR PARTIES EXCEEDING TWELVE PERSONS**
- Pre-arranged selections of Wine, Beer & Liquor are available upon request.
- *These must be prearranged at least 48 hours prior to the event. These charges are not reflected in the per person price.*
- **Solstice is not responsible for maintaining wine and/or alcohol spending caps.**
- *Enforcement of these policies is the responsibility of the contracted host of the event.*
- *We will not reimburse charges exceeding spending caps under any circumstances.*
- Guests arriving late may join in on the course being served.
- Guests requesting items TO-GO will receive their boxed items AFTER all dine-in guests are served THAT COURSE.
- We do not box-up courses prior to the serving of that course.
- **All Lunch events must come to a paid conclusion by 3pm.** All guests must vacate the premises by 3:30pm

Other Guidelines & Policies

- There is a \$75 off-day staffing charge for events that occur when the main dining room is closed
- *This includes, but is not limited to, events occurring on Saturdays before 5:00pm*
- 20% gratuity will be added to all parties. State and local taxes, totaling 10% apply to all parties.
- Additional charges not represented in per person charges will be added pre-tax.

These charges may include floral arrangements, table décor, and other special needs.

These requests must be prearranged at least one week prior to the event.

- For those who bring their own cake, a \$25 charge will be added.
- Our wine corkage fee for the Private Dining Room is \$20 per bottle.
*we will gladly procure any wine available from a SC distributor that you do not see on our current list.
a minimum of ten days' notice is required for all wine procurements.*
- There is a \$50 corkage fee per bottle of spirit. We do not permit ANY party to bring their own beer
- Scented candles and other aroma-producing items are not permitted in the private dining room.

Name of Event/Group _____ Contact _____ Date & Start Time _____

Estimated # of Guests _____ Phone _____ Fax _____ Email _____

Credit Card # _____ Exp.Date _____ Name on Card _____

Signature _____ Date _____

By signing this agreement, the client accepts all conditions stated in the agreement.

For office use only: Correspondences date _____ manager _____ notes _____

date _____ manager _____ notes _____

date _____ manager _____ notes _____

date _____ manager _____ notes _____

date _____ manager _____ notes _____

Solstice Kitchen & Wine Bar

Private Lunch Menu 2017

Minimum of two courses required

Two Courses (salad or dessert) \$18 per person

Three Courses (salad & dessert) \$24 per person

First Course Options

- choose two of the following -

Mixed Green Salad strawberries, blue cheese, candied pecans, balsamic-herb vinaigrette

Romaine Wedge applewood bacon, tomato, cucumber, blue cheese, buttermilk ranch

Caesar Salad parmesan, tomato, caesar dressing

Chef's Soup of the Day

Second/Main Course Options

- choose three of the following -

Bronzed Pork Tenderloin

smoked cheddar pimento cheese, Cherry Coke bbq sauce,
buttermilk mashed potatoes, hot side of the day

Buttermilk Fried Chicken

tasso ham gravy, buttermilk mashed potatoes, hot side of the day

Pan Seared Atlantic Salmon

SC peach chutney, blackberry gastrique, creamy yellow grits, hot side of the day

Bronzed Shrimp & Grits

andouille sausage-creole cream sauce, sweet pepper confit, green onions, creamy yellow grits

Third/Dessert Course Options

- choose two of the following -

Creme Brulee Cheesecake

Caramel-Pecan Fudgecake

Reception Style

-reception prices are NOT included in the course pricing and are charged per person-

Select Artisan Cheese seasonal accompaniments, crackers \$5 pp

Cornmeal Fried Green Tomatoes smoked cheddar pimento cheese, candied bacon \$3.50pp

Fried Select Oysters classic cocktail sauce, dill pickle tartar sauce \$4.50 pp

BBQ Pork Springrolls Cherry Coke bbq sauce, creole slaw \$3.50 pp

Beverages & Extras

Tea & Coffee service added to bill as ordered by guests (\$2.25/\$2.75) **All Fountain Drinks** \$2.50 per

Our famous Smoked Gouda-Bacon Mac & Cheese \$8 per skillet (serves 3-4 persons)

-Special items are available upon request- -All requests must be made one week prior to the event-

-Vegetarian Main Course option is always available and is the same as regular Dining room selection that evening-

-Items are subject to change due to the seasonality of ingredients-