



Holiday Banquet Planner 2017- 2018



Be sure to also visit - K Town Tavern 865-691-4699
for your Knoxville Event and Party needs

Our Policy

1. Policies and Agreements:

- a. Method of Payment:
- b. Banquet Dining Room Charges:
 - i. No room charge if guidelines are followed
 - ii. Non Food charges ~ Meeting option
- c. Taxes and Service Charges & fee:
 - i. Sales Tax and Service Charges
 - ii. Service Charge & Holiday Décor fee

1. Method of Payment:

- A. Cash
- B. Credit Card
 - i. Visa, Master Card, Discover, American Express

2. Room Charges:

- A. There is no room charge for the private room as long as 100% of the guests order an entrée from the Banquet menu. **Parties of 20 and over must be on one check.**
 - i. To offset a room rental fee, each event must meet a food purchase minimum per appropriate size of each room. If a guest requests a larger room and/or additional breakout space, including crescent round seating, presentation tables, or other type items that require extra floor space, then an appropriate room charge will be added. From that number, a grace factor of 10% (5% over or 5% under) is allowed for no-shows at no additional charge *for sit down dinner functions only*. No grace is given for Breakfast, Luncheons, Cocktail/Hors d'oeuvres style parties, family style dining, or special menus.
 - ii. All orders are first come first serve basis; i.e.: audio visual, room size, special food orders, etc., and are final **4 days prior** to event. (limited quantities on certain items and services)
 - iii. Once a guaranteed amount has been established, less grace factor, the party is responsible for the amount of \$22.00 per guest, per no-show plus tax and service charges.

- iv. A \$22.00 per person (+tax and tip) will be assessed to person(s) not ordering food.
- v. Parties of 18 or more minimize menus to 3 or 4 choices. This is to better serve your needs with efficient, quality services; Peerless is accustomed to giving.
- vi. If Guests lowers the reservation number by more than 25% of the original booking number, less than twenty-one (21) days out side of the planned function date a room fee would be assessed at the room rates below based on the number given.
- vii. The sales total must be greater than \$35.00 per person excluding tax and charges to qualify for no charge private rooms.

B. ROOM RENTALS FEES, UP GRADES & NON-FOOD PURCHASES

- vii. For maximum accommodations of 20 ~ 30 up to \$ 550.00
- viii. For maximum accommodations of 31 ~ 50 up to \$ 750.00
- ix. For maximum accommodations of 51 ~ 105 up to \$1000.00
- x. For maximum accommodations of 106- 130 up to \$1250.00
- xi. For maximum accommodations of 131- 200 up to \$1,500.00
- Room Upgrades Size & Fees vary based on each event- please our event coordinator.

C. Taxes, Services, Holiday/Décor fee, Credit Card Surcharges:

- xii. Sales tax will be added at 9.5% and a Service Charge of 19.95 % will automatically be added to the final bill.
- xiii. Service Charge will be *increased* to 20.5% if credit card is manually entered via faxed in credit card for processes and a copy of the card is required and to be faxed and kept on file. Please *sign the copy* for appropriate charges and *place date of program on the copy*.
- xiv. A \$69.00 Holiday /Décor fee added to the final bill for General Holiday decorations. Individual Table decorations are Per Function and are the responsibility of the Guest.
- xv. A damage fee may also be added for any misuse of the facility including damage of wallpaper or flooring. Parties are fully responsible for the cost of damages that are done.
- xvi. Rooms are available for guests' parties until 11:00 PM, after that time a \$100.00 per hour charge (1-hour minimum) will be added to the final bill. Breakdown time included.

D. Cancellations & Rate Period:

Parties booked in our Banquet Rooms are subject to a cancellation fee (see chart below). A cancellation number must be obtained, and will be given to you upon the day of the cancellation. **Due to any discrepancies, we ask you to keep your cancellation number for reference and please fax a copy of your agreement and write "CANCEL PARTY" across the top in bold and Email a request to cancel the event. Cancellations & Rate Period *continued...***

Events that contain a special menus other than the select 3 menu items, including hors d'oeuvres, breakfast, lunch, or any other type of special menu may not be eligible for the cancellation fee one week before the event. Instead the full bill less service fees would apply.

- I. Fax in the cancellation
- II. Rates are from November 20th 2017 -January 1st 2018

BANQUET CANCELLATION FEE: NON -HOLIDAY HOLIDAY FEE SCHEDULE

60 days out and above	No Fee	\$85.00
41-59 days	25.00	\$100.00
21-40 days	\$100.00	\$200.00
11-20 days	\$250.00	\$400.00
5-10 days	\$350.00	\$550.00
0-4 days	\$550.00	\$800.00

3. **Prices are quoted Until January 18'**. In case of major market changes in the major news media or other costly changes; we reserve the right to adjust this pricing without fore warning or notice.
*****All Menus and final head count for December, need to be turned in no later than November 14th, 2017 for Christmas Parties to ensure availability of product & room size.**

Date of Event: _____

Time of Event: _____

Credit Card Type: V MC D AMX CB

of Guests: _____

Name on Credit Card: _____

Exp: Date: _____

3 Digit Security # on back of card _____

Credit Card #: _____

Posted RSVP Name: _____

I am authorized to book this reservation and I understand the following Policies and Agreements, which are outlined in the Tennessee Banquet Planner Guide. I authorize any charge to be placed on my credit card due to cancellation fee.

_____ Print Name

Phone w. _____

_____ Authorized Signature

c. _____

Johnson City | 423.282.2351 Fax 423.794.5353 (NEW)

Holiday Banquet Planner valid through January, 2018

Required information to finalize your RSVP Please Fill Out and Sign !

Planning Questionnaire: Required information to finalize your RSVP.

1. A. The Name of the party
 B. The Name of coordinator with phone numbers cell and office or home.
 - a. _____
 - b. _Home or office _____ / Cell _____
2. Method of Payment: _____
3. Date and Time of Party: ____/____/____ ____:____ p.m.
4. Number of Guests: _____
5. Describe your party: (i.e. ~ meeting; awards banquet; dinner reception; holiday party; etc)

6. Will you require any audio/visual equipment (yes/no): _____
~ If yes, refer to the audio/visual section for equipment listing and price and include the work sheet in your submittal. Type of A/V needed: _____
7. Will you require any extra break out space (yes/no): _____
~ If yes, explain: (a room charge will apply) _____
8. Will you be making speeches (yes/no): _____
~ We recommend that you start your speeches after our staff takes the food order.
 - a. If yes: _____ before _____ during _____ after (dinner)
 - b. If yes, length: _____ 5 min. _____ 15 min. _____ 30 min. _____ 45 min /over
 - c. Do you require we hold food during those speeches? If yes explain _____
9. Will you require a head table (yes/no): _____
~ If yes, how many: _____
10. Are you planning a social time before seating down (yes/no): _____
~ If yes: _____ 30 min. _____ 45 min. _____ 1 hour
11. Are you offering cocktails (yes/no): _____

- a. If yes, refer to the beverage and bar section for list and price.
 - b. If yes: _____ on the main bill _____ individual billing
 - c. If yes, bartender: _____ 1 hr. _____ 2 hr. _____ the entire event.
 - d. If yes, cocktailing: _____ 1 hr. _____ 2 hr. _____ the entire event.
12. Are you planning to serve any hors d'oeuvres or appetizers (yes/no): _____
 ~ If yes, refer to the hors d'oeuvres section for listing and price and check off the item offered.
13. Are you planning to serve dinner: (yes/no): _____
 ~ If yes, refer to the dinner menu guide section for listing and price and check off the items offered.
14. Are there other requirements that were not mentioned (yes/no): _____
 ~ If yes, explain _____
15. Are you Tax Exempt? (yes/no): _____ If yes, tax I.D. Form must be **provided prior to event.**
Please verify billing is correct at time payment. Taxes are non-reversible after the bill is settled.

Audio / Visuals

We offer many A/V aids and we will be happy to assist you with your needs!

○ VCR/ DVD Players	\$50.00
○ A/V Electrical Cart	\$30.00
○ TV – Flat Screen	\$150.00
○ Screen	\$35.00
○ Jumbo Screen	\$85.00
○ Laser Pointer	\$15.00
○ Telephone Line w/toll-free access	\$39.00
○ Flip Chart w/Marker	\$30.00
○ Additional Pads	\$20.00
○ Dance Floor & Set-Up	\$350.00
○ Wireless PA	\$50.00
○ LCD Projector	\$175.00
○ Laptop w/XP PowerPoint Sony Vaio	\$225.00
○ Laptop w/XP PowerPoint Sony Vaio & w/LCD Package	\$360.00
○ Podium (free standing)	\$22.00
○ Riser 4'X4" (Wood Top)	TBA
○ Chocolate Fountain (Small)	\$95.00
○ Flag	N/C

The above is a selection of Audio/Visual equipment we carry in house. We hope we can be of service in planning your special event. Always remember, "Our guests are extra special to us"!

Hors d'oeuvres

Our Banquets offer many fine handcrafted hors d'oeuvres for your special event. Our helpful staff will offer you suggestions to plan your special event. After consulting with you on your selections, we will layout the room to your specifications. Your Business is very important to us, so you can be assured that we pride ourselves on quality, savory food, professional & friendly service.

Thank you for giving us the opportunity!

A Sculptured Center Piece:

Assorted Cheeses | \$3.90 per person

~ Cheddar, Pepper Jack and Smoked Gouda

Imported Cheeses (must be ordered a week in advance) | \$4.70 per person

Fresh Seasonal Fruit | \$4.00 per person

Anti Pasta Assortment \$4.00 per person

Vegetable Grilled or raw Platter | \$3.80 per person - please choose

Peerless Tradition of Carved Beef Table:

(There are no additional charges for a meat carver. Includes: assorted breads, au jus, and assorted sauces.)

The Peerless Prime Rib au jus 3 oz. per person | \$8.95 per person

The Filet Mignon 3 oz. per person | \$9.95 per person

The Top Sirloin Roast 3 oz. per person | \$7.95 per person

Call about Turkey or Ham prices per person - starting at \$6.95 per person



Always remember, "Our Guests are extra special to us!"

Chicken & Waffle | \$2.85 per pc.

Suggestion plan pc's 1-2 pcs

Crimson Stuffed Truffle Deviled Eggs | \$2.25 per

Suggestion plan pc's 1 pc

Ahi Tuna on Ice Sheet | \$4.50 per person

Fresh Tuna, with our two sauces encrusted w/ sesame seeds.

California Pizzetta | \$2.95- per person

Flat bread grilled served with pesto, artichokes, roasted red peppers, mushrooms, and mozzarella

Jumbo Shrimp Cocktail over Ice served with our spicy cocktail sauce! | \$2.45- per pc.

Suggestion plan pc's 3-4 pc's

Anti pasta table | \$4.50 per person

Assorted, roasted peppers, artichokes, olives, salami, pepperoni

Black & Blue Filet Skewers| \$4.00 per Skewer

Filet tips grilled with spices and our blue cheese reduction sauce.

Suggestion plan 1-2 pc's

Tenderloin Meatballs with Our Marinara | \$1.60- per pc.

Our special red sauce with our hand crafted tenderloin meatball recipe -topped with fresh grated Romano.

Suggestion plan 2-3 pc's

Fresh Grilled Asparagus Wraps | \$1.95- per person

Blanched and Grilled Seasoned Asparagus wrapped with Prosciutto ham.

Charleston Panko Crab Cake Minis' | \$3.50 per pc.

Lump crap meat w/Panko bread crumbs served w/ Ancho-Remoulade sauce.

Suggestion plan 2-3 pc's

Diver Sea Scallops wrapped w/ Apple Smoked Bacon | \$3.60 per pc.

The freshest and best quality of Sea Scallops- Dry packed hand wrapped in our apple-smoked bacon and baked till crisp and the inside is moist and tender.

Suggestion plan 2 pc's

Crab Stuffed Mushrooms | \$3.00- per pc.

Gourmet mushrooms stuffed with white lump crabmeat tossed into a rich white sauce.

Suggestion plan 1-2 pc

Baked Ham Slider | \$3.00- per pc.

Baked Sliced Ham on a potato bread biscuit served hot.

Suggestion plan 1-2 pcs

Mediterranean Orzo Pasta Salad | \$3.50- per person

Bowtie pasta tossed with our creamy feta, house vinaigrette, Kalamata olives, feta cheese, Pepperoncini, and roasted red peppers.

Flaming Greek Cheese | \$3.90- per person

Served in our signature red iron Le Creuset skillet. Served with grilled flat bread

Spinach, Artichoke & Parmesan Dip | \$3.00- per person

Our blend of fresh spinach, artichoke and blend of cheeses. Served with freshly made tortilla chips.

Twice ~ Stuffed New Potato Rounds | \$3.50- per person

Red potatoes that are baked, creamed and stuffed with cheeses and sour cream and chives.

Fresh “Southern Style Chicken Tenders \$4.90- per person

Only serving the moist tenderloin of the chicken breast, hand-breaded and lightly fried.

Served with homemade honey-Dijon and BBQ sauce.

Asian-Sesame Chicken Skewers | \$2.60- per skewer

White chicken strips with a sweet bourbon glaze.

Suggestion plan pc's 2-3 pc's

Our Seafood Feast | Shrimp, Lobster, Lump Crab cakes Over Ice | Market Priced

Hand Crafted Signature Salads for the Holidays

Peerless Dinner Salad

Your choices of our house made dressings are the following:

Grecian Vinaigrette, Creamy Buttermilk Ranch, 1000 Island, & Blue Cheese.

Classic Caesar Salad

Or you may choose:

Signature Grecian Salad | Add \$ 1.50 per person

Feta cheese, pepperoncini, kalamata olives & anchovies

Classic Steakhouse Style Salad | Add \$ 1.50 per person

Fresh Apple smoked Bacon, Chopped Eggs, and Shredded Cheese

Grecian Vinaigrette, Creamy Buttermilk Garlic & 1000 Island, Maytag Blue Cheese for all salads

Entrée Selection

Please select a maximum of 3 choices for up to 100 guests

Up to 2 maximum choices maybe selected for parties over 100 guests.

Entrée include the Salad, indicated side items included, fresh baked bread and coffee service.

Filet & Lobster – An impressive plate featuring

- 6 oz. Filet Mignon & 4 oz Steamed Split Lobster Tail | **\$49.95 per person**

Roasted Prime Rib au jus – Slowly prepared in our special ovens and served with a kosher salted baked potato.

- 15 oz. Prime Rib au jus | **\$44.95 per person**
- 10 oz. Prime Rib au jus “ Light Cut” | **\$36.95 per person**

Steak Au Poivre Carved Filet Mignon – Variety of pepper crusted with our Au Poivre sauce, with slightly mashed red potatoes, and chef’s vegetable | *must be only beef selection

- 5 oz Carved & Fanned | **\$32.95 per person**

Filet Mignon – The King of most tender of all steaks, a delicious center cut of Mid-western beef. Served with a kosher salted baked potato

- 10oz “Our most impressive cut” | **\$44.95 per person**
- 6 oz. Petite | **\$36.95 per person**

New York Strip A thick and juicy, yet full textured Black Angus Steak.

- 15 oz | **\$42.95 per person**
- 10 oz. “Light Cut” | **\$34.95 per person**

Grilled Salmon – Absolutely the highest quality and freshest seafood brought from the coastline. Served with a kosher salted baked potato. Blackened upon request 9 oz. Filet Cut | **\$36.95 per person**

Fresh Ahi Tuna – Absolutely the highest quality and freshest seafood brought from the coastline. Served with Olive Oil and Citrus Artichoke fondue. Served with rice and Chef’s vegetable.

- 9 oz. Filet Cuts | **\$39.95 per person**

Mediterranean Grilled Chicken – A fresh boneless breast of chicken marinated for 72 hours in our seasoning. Served with rice pilaf and fresh vegetable of the day.

- 10 oz | **\$26.95 per person**

Pork Tenderloin w/Mushroom Sauce – Pork tenderloin sliced with our mushroom gravy accompanied Slightly mashed red potatoes and vegetable of the day.

Item must be either pre-ordered or only selection | **\$29.95 per person*

Side Vegetable Offerings | Served Family Style

Fresh Vegetable | perfect for the center of the table \$1.95/\$2.95 per person

Please select one or two items per table.

Choice of:

**Spinach Maria, Fresh Sautéed Vegetables,
or Sautéed Sherry Mushrooms**



Pastry Chef | Handcrafted Desserts

Select two offerings maximum

Four Layer Cream Coconut Cake | \$7.95 per person

Key Lime Pie | \$7.95 per person

Chocolate Mousse Pie w/ Chef's Raspberry Melba Sauce | \$7.95 per person

Cheesecakes – Chef Baked Assorted Selections | \$7.95 per person

Chef's White Chocolate, Vanilla Bean with Our Carmel Sauce & Holiday Crust Cheesecake | \$8.50 per person

Cake service \$2.25 per plate & set up for any outside baker

Special Ordered Cakes upon request | cakes must be ordered 7 days before event

Pricing may vary per cake and size | \$Call for pricing

Gift Cards for a Gift of Great Taste!

The Perfect gift for your employees and friends any season



Beverages Service

Beverages

Sodas, or Iced Tea, or Hot Tea (interchangeable, unlimited)	\$2.50
Juice	\$2.95 per glass
Punch	\$1.95 per person
Fountain available	starting at \$60.00



Bar Service

Private Stocked Bar in your Room

Policies – We are happy to offer time limit on an “open bar” or drink limits/tickets for parties of 50 +. State law prohibits brown bagging in our banquets and restaurant. We do not allow parties to provide their own wine, beer, or other alcohol beverages.

For smaller groups, we offer open cocktail or cash cocktail with your servers.

Bartender | \$50.00 first hour & Setup
| \$25.00 additional hour
With Bartender Sales | \$300.00 min sales guarantee
Deduct 1-hour fee | with \$450.00 sales
Deduct 2nd hour fee | with \$595.00 sales
Deduct 3rd hour fee | With \$795.00 sales

Open Bar (19.9% gratuities will be added to check for any open bar)

Call Brands | \$6/7 per shot
Super Call | \$7-12 per shot
Domestic Beer | \$5.00 each | Import Beer | \$6.50 each
Soda Mixer | \$3.00 each
Spring Water | \$7.00 each (large)
Wine by-the-glass | \$6.00-12 per glass
Wine by the bottle | Ask to See Wine List



Join us in Our All Crafted Beer Bar or our 101 Whiskey & Bourbon Lounge After hours