

Wedding Menus







Congratulations on your engagement and upcoming wedding! At 502 East Event Centre, let us help make your wedding day unforgettable.

We bring together flavorful food, service-minded staff and attention to the finer points to give you a special—and stress-free—wedding celebration. We designed several wedding menu packages for your choosing. Using only the freshest meats and produce—mixed with unique ingredients and seasonings—our culinary staff creates masterful dishes that are as delicious as they are artful.

With fine cuisine and the kind of white glove service that comes from more than a quarter of a century of hospitality expertise, our experienced wedding specialists and trained professional staff will lead you through every aspect of planning, so everything can be expertly executed exactly as you envision it.

TABLE OF CONTENTS

Complimentary Amenities	2
Formal Plated Service Packages	3-5
Formal Plated Menu Selections	6-9
Buffet Packages	10-11
Buffet Menu Selections	12-16
Hors D'Oeuvres & Station Selections	17-20
Breaks	21
Bar and Beverage Service	23
Venue and Catering Policies	24

†Applicable sales tax and 22% service fee will be added to the bill Special accommodations for dietary restrictions available upon request.

TEL 317-843-1234 **ADDRESS** 502 East Carmel Drive, Carmel, IN 46032







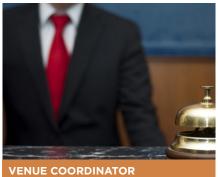
WITH OUR COMPLIMENTS Package Amenities

Each package at 502 East Event Centre comes with complimentary inclusions to simplify your planning and maximize your budget—so that you can focus on creating the most memorable evening for your guests.

COMPLIMENTARY AMENITIES INCLUDE

Menu Sampling
On-site Venue Coordinator
Authentic Wood Dance Floor
Floor-length Tablecloths and Napkins in your Choice of Color,
Including Crushed-Shimmer
Exquisitely Crafted China, Glassware, and Flatware
Cake Cutting Service



















FORMAL PLATED SERVICE PACKAGE 1

- MINIMUM OF 100 ADULT GUESTS -

\$49.99⁺ per person \$19.95 per child (ages 4-11) Special menu provided for children

CASH BAR SERVICE

Cash Bar Package
Soft Drinks
Complimentary Bottle of Champagne for the Bride & Groom
A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

STATIONED HORS D'OEUVRES

Spread Trio Station
Chips & Crackers with Your Choice of 3 Gourmet Spreads

DINNER SERVICE

First Course

Your choice of salad Fresh dinner rolls with butter

Second Course

Choose one of our chicken entrées and a vegetarian offering accompanied by your choice of a vegetable and a starch

Other entreé choices are subject to price adjustments

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service

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FORMAL PLATED SERVICE PACKAGE 2

- MINIMUM OF 100 ADULT GUESTS -

\$62.95[†] per person \$19.95 per child (ages 4-11)

Special menu provided for children

BEER, WINE & SOFT DRINK PACKAGE

Sun King Sunlight Cream Ale, Upland Dragonfly IPA, Fat Tire Amber Ale, and Bud Light on draft Kenwood Chardonnay, Cabernet Sauvignon, and Pinot Noir and Brancott Pinot Grigio Soft Drinks

Complimentary Bottle of Champagne for the Bride & Groom A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

BUTLER-PASSED HORS D'OEUVRES

(Service for one hour)
Select three hors d'oeuvres
See page 19 for selections

DINNER SERVICE

First Course

Your choice of salad Fresh dinner rolls with butter

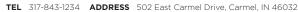
Second Course

Choose one of our chicken entrées and a vegetarian offering accompanied by your choice of vegetable and a starch

Other entreé choices are subject to price adjustments

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service











FORMAL SERVICE PACKAGE 3

- MINIMUM OF 100 ADULT GUESTS -

\$72.95⁺ per person \$19.95 per child (ages 4-11)

Special menu provided for children

PREMIUM SELECTION FULL BAR PACKAGE

Assorted Premium liquors, mixers, and juices
Sun King Sunlight Cream Ale, Upland Dragonfly IPA, Fat Tire Amber Ale, and Bud Light on draft
Kenwood Chardonnay, Cabernet Sauvignon, and Pinot Noir and Brancott Pinot Grigio
Soft Drinks

Complimentary Bottle of Champagne for the Bride & Groom A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

BUTLER-PASSED HORS D'OEUVRES

(Service for one hour)
Select three passed hors d'oeuvres
See page 19 for selections

DINNER SERVICE

First Course

Your choice of salad Fresh dinner rolls with butter

Second Course

Your choice of any chicken entrée and a vegetarian offering accompanied by your choice of vegetable and a starch

Other entreé choices are subject to price adjustments

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service







Formal Plated Service

MENU SELECTIONS

All plated entrées are exquisitely paired by our executive chef with seasonal fresh vegetables, a starch, fresh dinner rolls with butter, and your choice of salad. If for any reason, you'd like to substitute a starch or vegetable, a wedding specialist would be happy to help you customize your meal.

• ENTRÈES •

Chicken:

ITALIAN CHICKEN

Breast of Chicken, Pan Seared and Rubbed with Italian Herbs & Spices
Rosemary Roasted Red Potatoes

PAN-ROASTED RANGE CHICKEN

Multi-grain Pilaf, Sweet Onion, Tomato and Roasted Fennel Ragout

MUSTARD SEED AND ROSEMARY ROASTED CHICKEN

Smashed Red Skin Potatoes, Lemon Rosemary Jus

Beef:

GRILLED NEW YORK STRIP STEAK

Herbed Potato Galette, Indiana Mushroom Ragout

CHIANTI BRAISED BONELESS BEEF SHORT RIB

Golden Potato Purée, Natural Pan Sauce

ALE-BRAISED BEEF SIRLOIN

Horseradish Chive Mashed Potato, Crispy Onion Confetti

Dual Entreés:

SHORT RIB AND CHICKEN

Roasted Golden Potato, Shallot Demi-Glaze, Charred Pumpkin Seed Salsa

PETITE BEEF TENDERLOIN MEDALLION AND COLOSSAL SHRIMP

Rosemary Red Skin Mashed Potato, Port Wine Demi-Glaze, Charred Vegetable Salsa

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MENU SELECTIONS

• ENTRÈES •

Pork:

PORK RIB CHOP

Potato Leek Hash, Apricot Chutney

GRILLED PORK TENDERLOIN

Rosemary Roasted Sweet Potato, Rhubarb Cherry Chutney

Seafood:

GRILLED SALMON

Saffron Herb Rice, Sun Dried Tomato Dill Butter Sauce

Vegetarian:

GRILLED VEGETABLE AND POLENTA STACK

Basmati Rice, Stewed Tomato Fennel Sauce

BAKED FOUR CHEESE RAVIOLI

Artichoke, Onion and Tomato Ragout, Balsamic Syrup

GRAIN-STUFFED PORTOBELLO MUSHROOM

Braised Kale, Roasted Red Pepper Coulis

†Applicable sales tax and 22% service fee will be added to the bill Special accommodations for dietary restrictions available upon request.















MENU SELECTIONS

SALADS

PEAR, ARUGULA, AND BLUE CHEESE SALAD

Candied Pecans, Grape Tomatoes Pear Champagne Vinaigrette

ITALIAN CHOPPED SALAD

Chopped Romaine Lettuce, Tomatoes, Olives, Onions, Sweet Peppers, Dry Salami and Provolone Cheese Red Wine Herb Vinaigrette

TOSSED CAESAR SALAD

Crisp Romaine Hearts, Garlic Croutons, Shaved Parmesan Cheese Traditional Caesar Dressing

ICEBERG WEDGE SALAD

Grape Tomatoes, Crispy Bacon, Blue Cheese, Thinly Sliced Red Onion Balsamic Blue Cheese Dressing

BABY SPINACH AND STRAWBERRY SALAD

Thinly sliced Red Onion, Toasted Almonds and Feta Cheese Strawberry Balsamic

MARKET HOUSE SALAD

Baby Salad Greens, Grape Tomatoes, Cucumbers, Red Cabbage, Grated Carrot, and Sliced Red Radish Balsamic Vinaigrette

†Applicable sales tax and 22% service fee will be added to the bill Special accommodations for dietary restrictions available upon request.













SAMPLE Formal Plated Service Menu







BUTLER-PASSED HORS D'OEUVRES

Shrimp Cocktail Shooter Caprese Salad Skewer

SALAD COURSE

Italian Chopped Salad Chopped Romaine Lettuce, Tomatoes, Olives, Onions, Sweet Peppers, Dry Salami and Provolone Cheese Red Wine Herb Vinaigrette

Fresh Dinner Rolls with Butter

ENTRÉE COURSE

Pan-Roasted Free Range Chicken Multi-grain Pilaf and Sweet Onion, Tomato, and Fennel Ragout

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BUFFET PACKAGE A

- MINIMUM OF 100 ADULT GUESTS -

 $$42.95^{\dagger}$ per person $$16.95^{\dagger}$ for children ages 4 - 11

CASH BAR SERVICE

Cash Bar Package
Assorted Soft Drinks
Complimentary Bottle of Champagne for the Bride & Groom
A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

DINNER SERVICE

Choice of two entrées, four sides and fresh dinner rolls with butter

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service

BUFFET PACKAGE B

- MINIMUM OF 100 ADULT GUESTS -

 $$54.95^{\dagger}$ per person $$16.95^{\dagger}$ for children ages 4 - 11

BEER, WINE & SOFT DRINK PACKAGE

Sun King Sunlight Cream Ale, Upland Dragonfly IPA, Fat Tire Amber Ale, and Bud Light on draft Kenwood Chardonnay, Cabernet Sauvignon, and Pinot Noir and Brancott Pinot Grigio Assorted Soft Drinks

Complimentary Bottle of Champagne for the Bride & Groom A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

DINNER SERVICE

Choice of two entrées, four sides and fresh dinner rolls with butter

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service

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BUFFET PACKAGE C

- MINIMUM OF 100 ADULT GUESTS -

 $$64.95^{\dagger}$ per person $$16.95^{\dagger}$ for children ages 4 - 11

BEER, WINE & SOFT DRINK PACKAGE

Sun King Sunlight Cream Ale, Upland Dragonfly IPA, Fat Tire Amber Ale, and Bud Light on draft Kenwood Chardonnay, Cabernet Sauvignon, and Pinot Noir and Brancott Pinot Grigio Assorted Soft Drinks

Complimentary Bottle of Champagne for the Bride & Groom A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

BUTLER-PASSED HORS D'OEUVRES

(Service for one hour)
Select three passed hors d'oeuvres

DINNER SERVICE

Choice of two entrées, four sides and fresh dinner rolls with butter

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service

BUFFET PACKAGE D

- MINIMUM OF 100 ADULT GUESTS -

 $$72.95^{\dagger}$ per person $$16.95^{\dagger}$ for children ages 4 - 11

PREMIUM FULL BAR PACKAGE

Assorted Premium liquors, mixers, sodas, and juices
Sun King Sunlight Cream Ale, Upland Dragonfly IPA, Fat Tire Amber Ale, and Bud Light on draft
Kenwood Chardonnay, Cabernet Sauvignon, and Pinot Noir and Brancott Pinot Grigio
Complimentary Bottle of Champagne for the Bride & Groom
A fully stocked bar will be open throughout the evening (maximum of 4 1/2 hours)

BUTLER-PASSED HORS D'OEUVRES

(Service for one hour)
Select three passed hors d'oeuvres

DINNER SERVICE

Choice of two entrées, four sides and fresh dinner rolls with butter

BEVERAGE SERVICE

Freshly brewed iced tea, lemonade, ice water, and coffee service

LATE NIGHT SNACK

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Buffet Menu Selections SIDE SALADS

TOSSED CAESAR SALAD

Crisp Romaine Hearts, Garlic Croutons, Shaved Parmesan Cheese Traditional Caesar Dressing

MARKET HOUSE SALAD

Baby Salad Greens, Grape Tomatoes, Cucumbers, Red Cabbage, Grated Carrot and Sliced Red Radish Balsamic Vinaigrette

ITALIAN CHOPPED SALAD

Chopped Romaine Lettuce, Tomatoes, Olives, Onions, Sweet Peppers, Dry Salami and Provolone Cheese, Red Wine Herb Vinaigrette

BABY SPINACH AND STRAWBERRY SALAD

Thinly sliced Red Onion, Toasted Almonds and Feta Cheese Strawberry Balsamic

ROASTED RED SKIN POTATO SALAD

Apple-Wood Smoked Bacon, Green Onions and Creamy Grain Mustard Dressing

CRUNCHY APPLE COLE SLAW

Red Onion, Roasted Caraway, Creamy Apple Cider Dressing

BROCCOLI SALAD

A Jonathan Byrd's Favorite Crisp Broccoli Florets in a Creamy Dressing With Sunflower Kernels and White Onion

FRUIT SALAD

Seasonal Fresh Fruits & Berries Tossed & Served Chilled

ITALIAN PENNÉ PASTA SALAD

Penné Pasta with Balsamic Vinaigrette Roasted Tomato, Olives, Charred Red Pepper, and Artichoke Hearts













Buffet Menu Selections

Garlic Roasted Red Skin Potatoes with Garlic and Rosemary Twice Baked Cheesy Potatoes Creamy Mashed Potatoes with Gravy Whipped Golden Potatoes with Sour Cream and Chives JB's Traditional Macaroni & Cheese Toasted Quinoa with Brown Rice and Herbs Buttered Orzo Pasta with Garlic and Citrus Multi Grain Rice Pilaf with Parsley and Scallions

VEGETABLES

Sautéed Zucchini with Balsamic Glaze Roasted Seasonal Fresh Vegetables Sautéed Green Beans with Sweet Red Peppers Baby Carrots with Honey Glaze Golden Corn with Butter Southern Style Green Beans with Bacon Steamed Broccoli Florets

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BRAISED BEEF TIPS

With Mushrooms in a Red Wine Sauce

GRILLED FLANK STEAK

With a Green Peppercorn Sauce

SMOKED BEEF BRISKET

JB's Cider Barbecue Sauce

ALE-BRAISED BEEF SIRLOIN

Top Sirloin Braised in Ale and Beef Stock

SLOW-ROASTED TRI-TIP

Carmelized Onions and Balsamic Vinegar Reduction

CARVED INSIDE ROUND OF BEEF

\$75 Chef Attendant Fee Served with Au Jus

PORK ENTRÉES

GRILLED PORK CHOPS

Rosemary Apple Sauce

PULLED SLOW-SMOKED PORK SHOULDER

JB's Cider Barbecue Sauce

ROAST PORK LOIN

With Grain Mustard and Shallots

CARVED APRICOT GLAZED PORK LOIN

\$75 Chef Attendant Fee















PARMESAN CRUSTED CHICKEN

With Savory Herb Marinara Sauce

QUARTERED CHICKEN

Braised with Tomatoes and Herbs

JONATHAN BYRD'S SIGNATURE FRIED CHICKEN

Crispy Fried Chicken with a Savory Mix of Seasonings

ROSEMARY MUSTARD SEED CHICKEN

Pan Roasted Breast of Chicken with Fresh Rosemary & Whole Grain Mustard Rub

ITALIAN CHICKEN

Breast of Chicken, Pan Seared and Rubbed with Italian Herbs & Spices

SMOKED BREAST OF CHICKEN

Cherry Wood Smoked Free Range Chicken Breast

CARVED ROASTED BREAST OF TURKEY

Shallot and Sage Pan Gravy \$75 Chef Attendant Fee

TURKEY TETRAZZINI

A Creamy Turkey Noodle Casserole with a Buttery Crisp Crust

SEAFOOD ENTRÉES

BAKED TILAPIA

Citrus and Capers

OTHER SEAFOOD OPTIONS AVAILABLE UPON REQUEST









ROASTED VEGETABLES AND BEAN CASSOULET

Local Root Vegetables Slow Cooked with Tomatoes, Herbs and Heirloom Beans

INDIANA MUSHROOM TART

Seasonal Indiana Mushrooms, Brown Rice and Herbs Baked in a Light Flaky Pastry Crust

BAKED FOUR CHEESE RAVIOLI

Savory Tomato Herb Sauce, Shaved Parmesan

VEGETABLE LASAGNA

Spinach, Broccoli, Cauliflower, and Carrot in Smooth Ricotta

GRILLED EGGPLANT

With Brown Rice, Roasted Vegetables and Tomato Ragout

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IONATHAN BYRD'S HOSPITALITY RESTAURANT GROUP





Fresh Fruit Tray

Serves 30-40 guests A variety of fresh seasonal fruit \$89.95[†]

Domestic Cheese Tray

Serves 40-50 guests Assorted domestic cheeses and a selection of gourmet crackers $\$139.95^{\dagger}$

Vegetable Tray

Serves 30-40 guests Fresh vegetable crudité with Home style Ranch dipping sauce $\$89.95^{t}$

Salsa Trio

Crisp tortilla chips, chipotle salsa, tomatillo salsa, and sweet mango salsa $\$3.95^{\dagger}$ per guest

Spread Trio

Pita chips and crackers served with your choice of three: roasted red pepper hummus, spinach artichoke dip, garlic hummus, olive tapenade, or black bean and corn salsa

\$4.95[†] per guest

Fruit & Cheese Display

Assorted cheese cubes served with gourmet crackers along with seasonal fresh fruit and a yogurt dipping sauce

\$5.95[†] per guest







Stationed

HORS D'OEUVRES

Hors d'oeuvres bars are a fun, interactive way to allow your guests to customize their selections. Please note, these are a smaller portion and would not be suitable to use in place of a meal.

Potato Station

Your choice of mashed potatoes or baked potatoes
Your choice of six toppings: shredded cheddar cheese, bacon, broccoli, sautéed mushrooms, salsa, sour cream, butter, chives, brown or white gravy

\$7.95[†]

Macaroni and Cheese Station

Jonathan Byrd's famous macaroni and cheese with toppings that include: bacon, ham, bleu cheese, cheddar cheese, sautéed mushrooms, and hot sauce

\$8.95[†] per guest

Fajita Station

Your Choice of Grilled chicken or beef topped with a variety of toppings including sautéed onions and bell peppers, shredded cheese, pico de gallo, guacamole, sour cream, shredded lettuce on a flour tortilla

\$12.95[†] per guest

Pasta Station

Your choice of two pastas: bowtie, rigatoni, angel hair or fettuccine Your choice of two sauces: marinara, Alfredo, meat, or Basil pesto Your choice of two toppings: grilled chicken, Italian sausage, meatballs, or sautéed mushrooms Served with Parmesan cheese and breadsticks

\$11.95[†] per guest

Fondue Station NEW!

A Creamy blend of Gruyere, Grand Cru, and Fontina Cheeses with a hint of freshly grated Nutmeg and Cayenne Pepper. Served with French Baguette Bread cubes and Crisp Garden Fresh Vegetables

\$8.95[†] per guest

Slider Station NEW!

Angus beef Patty with Caramelized Onions, and Cheddar Cheese, Crispy Pork Tenderloin with Sweet and Sour Braised Red Cabbage, and Garlic Aioli, Vegetarian Quinoa Patty with Grated Zucchini, Parmesan Cheese and Roasted Plum Tomato All Served on Specialty Slider Buns

\$10.95

per guest

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- PRICED BY PIECE; MINIMUM FOUR DOZEN -

CHICKEN:

HOT:

пот.	
Chicken and Corn EmpanadaChicken Quesadilla	
Chipotle Maple Bacon Wrapped Chicken Mediterranean Chicken Kabob	
COLD:	
Curried Chicken Salad in Mini Wonton Cup	\$2.95
PORK:	
HOT:	
Pork Pot Sticker with Garlic Black Bean Sauce	\$2.95
COLD:	
BLT Pinwheel	\$2.95
SEAFOOD:	
HOT:	
Coconut Shrimp, Mango Sweet Chili Sauce	\$4.95 \$3.75
COLD:	
Shrimp Cocktail Shooter Crostini with Mango Shrimp Salsa Corn Blini with Smoked Salmon and Chives NEW! Tequila Shrimp Tostada	\$3.50 \$3.50

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- PRICED BY PIECE; MINIMUM FOUR DOZEN -

VEGETARIAN:

HOT:

Grilled Vegetable Flatbread	\$2.95
Spanakopita	\$2.95
COLD:	
Caprese Salad Skewer	
Fresh Fruit Kabob	\$3.25
Crudité Shooter	\$3.25
Roasted Potato Skewer, Romanesco	\$2.95
Pickled Watermelon, Red Onion and Feta	
Sun Dried Tomato and Gorgonzola Bruschetta	
Mediterranean Pizza	\$3.50
Antipasto Kabob with Mozzarella	
NEW! Crispy Pita Chip with Local Goat Cheese	

BEEF:

HOT:

Grilled Beef Kabob, Chimichurri	\$3.25
Teriyaki Beef Satay	\$3.75
Mini Cheese Steak Sliders	\$3.50
Mini Beef Wellington	\$3.75
Chipotle Beef with Avocado + Homemade Tostada	

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Late Night Snacks

Breaks can be stationed to the side of the room, or outside of the room. Great for when everyone has been dancing so long that they're starting to get hungry again. Don't let the party stop because the food is gone, keep it going by adding a break station

GARDEN HARVEST

Seasonal Fresh Vegetable Presentation with Minted Yogurt Dip Freshly baked Zucchini Bread \$7.95[†]

per guest

PASSION FOR CHOCOLATE

2% Milk and Chocolate Milk Double Chocolate Brownies, Chocolate Chip Muffins Chocolate Chip Cookies \$7.95[†] per guest

CANDYLAND

5 assorted Candy Options \$6.95[†]

per guest

LET'S GET POPPIN'

Fresh Popped Popcorn with a Variety of Toppings Carmel Corn and Cheese Popcorn \$5.95[†] per guest

POWER MOVES

Toasted Pita Chips with Hummus, Trail Mix, and Whole Fresh Fruit Basket \$5.95[†]
- Maximum 100 guests -

ICE CREAM STAND

Ice Cream Cart Attendant will serve either 3 Novelties or Scooped Ice Cream Scooped Ice Cream includes a Variety of Toppings \$5.95[†]

per guest

TAKE ME OUT TO THE BALLGAME

Mini Hot Dogs
Pretzel Bites served with Beer Cheese
SnoKones
\$7.95[†]
per guest













SAMPLE Buffet Menu







BUTLER-PASSED HORS D'OEUVRES

Mushroom Cap Stuffed with Spicy Italian Sausage
Chicken Fried Shrimp
with Roasted Corn Cocktail Sauce
Spanakopita

SALAD

Baby Spinach and Strawberry Salad Thin Sliced Red Onion, Toasted Onion, and Feta Cheese Served with Champagne Vinaigrette

ENTRÉE

Parmesan Crusted Chicken
Ale Braised Beef Sirloin
Roasted Garlic Mashed Potatoes
Seasonal Fresh Vegetable Medley
Carrots with Honey Glaze

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WEDDING BAR AND BEVERAGE OPTIONS

PREMIUM FULL BAR PACKAGE

Grey Goose Bombay Sapphire Gin Jack Daniels Patron Tequila - Silver

Crown Royal Bacardi Rum

Maker's Mark Captain Morgan Spiced Rum

Johnnie Walker Black Malibu Coconut Rum

Amaretto Kenwood Wines Peach Schnapps Bottled Water

Pepsi, Diet Pepsi, & Mist Twist

Includes Complimentary Bottle of Champagne Add Champagne Toast - \$3.95 Per Guest

BEER SELECTION:

Sun King Sunlight Cream Ale • Fat Tire • Dragonfly IPA • Bud Light

HOUSE SELECTION FULL BAR PACKAGE

Smirnoff Vodka Beefeater Gin

Jim Beam Bourbon Jose Cuervo Tequila

Dewar's Scotch Bacardi Rum

Amaretto Sailor Jerry Spiced Rum PeachSchnapps Malibu Coconut Rum

Kenwood Wines Bottled Water Pepsi, Diet Pepsi, & Mist Twist

Includes Complimentary Bottle of Champagne Add Champagne Toast - \$3.95 Per Guest

BEER SELECTION:

Sun King Sunlight Cream Ale • Fat Tire • Dragonfly IPA • Bud Light

BEER, WINE & SOFT DRINK PACKAGE

Kenwood Wines Pepsi , Diet Pepsi, & Mist Twist Bottled Water

Includes Complimentary Bottle of Champagne Add Champagne Toast - \$3.95 Per Guest

BEER SELECTION:

Sun King Sunlight Cream Ale • Fat Tire • Dragonfly IPA • Bud Light

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SOFT DRINK PACKAGE

\$3.95 per guest

Pepsi, Diet Pepsi, Mist Twist & Bottled Water

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VENUE AND CATERING POLICIES

Thank you for choosing the 502 East Event Centre for your upcoming event. Our staff and management are committed to providing all the professional services required to make your event an absolute success. As with most successful businesses, certain guidelines and procedures will help ensure your requests and our requirements are understood. Please review the following terms and conditions and contact your Sales Manager with any questions.

- 1. **Scheduling Events:** A \$2,000.00 or 20% non-refundable deposit, whichever is greater, is required at the time of booking to secure your desired event date. This deposit will be applied to the final billing invoice.
- Payment Terms: Payment in full is to be paid twenty-one (21) days prior to the event date for all events. Cash, a cashier's certified or corporate check,
 American Express, Master Card, Visa and Discover are acceptable forms of payment. In the event additional charges are accumulated, we will require a
 valid credit card for the balance.

All menu selections will incur a 22% service charge, a 7% state sales tax and a 2% county food and beverage tax unless otherwise noted by your sales manager. If your organization or event is tax-exempt, it is the responsibility of the event organizer to provide the caterer with proper documentation prior to invoicing. Documentation provided after invoicing will not constitute an adjustment on event invoice. In the event 502 East Event Centre is required to hire an attorney for the purposes of collecting any amounts due from client, the attorney fees and court costs incurred by caterer will be due and payable by client.

- 3. Guest count: Client agrees to inform the caterer, by buisness phone or in writing, twenty-one (21) days prior to the event, as to the final number of guests. Guest Count may increase up to 10% within 5 business days of your event with no penalty incurred. If your guest count increases between 11-35% of your original count there will be an additional \$250 charge. If the guest count increases above 35% there will be an additional \$500 charge. Changes made within 5 business days of event will be subject to additional charges based on the services requested. Client will be charged for the number of guests and services on the invoice if no alternate final number is received. After confirmation of your event, the number of guests may not be lowered.
- 4. **Client's Responsibility:** The caterer is not responsible for any items provided by client to the event. (i.e. favors, flowers, cake, gifts, dishes, glassware, serving pieces, etc.) The caterer is only responsible for those items listed on invoice as provided by caterer and no other items. It is understood that the client will conduct the event in an orderly manner, and in full compliance with all applicable laws, ordinances and regulations, and facility contract.
- 5. Facility Fees: When booking an event with 80 guests or more, 502 East Event Centre will allow the use of our facility for up to five event hours at no charge. For an additional hour (with prior approval) there is a room rental charge of \$500.00, bar and beverage service additional.
- 6. **Time Schedule:** Client agrees to begin the event promptly at the scheduled guest arrival time on the event contract and to vacate the facility at the indicated guest departure time. The client further agrees to pay overtime charges or other expenses incurred if the event continues past the indicated guest departure time.
- 7. **Default:** Caterer's performance is contingent upon the absence of strikes, labor disputes, accidents, severe weather, or any other cause beyond the caterer's control. Caterer, may, at its sole discretion, make reasonable substitutions to menu, equipment, and other services listed on the invoice.
- 8. **Prices**: Prices stated are subject to change according to the market price of products and with final guaranteed number of guests. Caterer will inform Client of market price changes no later than 30 days prior to the event. Client will have the option of revising products and service to reduce costs prior to payment as described in Term 2. Upon payment the final price is fixed and may only change due to a change in number of guests or mutually agreed upon changes in the services and products provided.
- 9. **Contracts:** A signed copy of the Catering Contract must be returned to the Sales Manager twenty-one (21) business days prior to all events. The signed contract with its stated terms and addendum (if applicable), constitutes the entire agreement between the client and 502 East Event Centre.
- 10. **Food Service:** All buffets will remain in place for service for a maximum of one and a half hours (90 minutes), and no remaining food may be taken out of the facility, in accordance with the Indiana Department of Health Guidelines.
- 11. No food or beverage of any kind may be brought into the facility by patrons or their guests or attendees without approval by management.
- 12. **Take Down Event End Times:** All equipment, decorations, floral, band instruments, dj equipment, etc. must be completely removed within 1 hour of the end of your event. Any overtime incurred due to longer take-down activities will be at the client's expense. 502 East Event Centre will not be responsible for any items left; this includes floral, vases, equipment, decorations, client's personal property or client's guests' personal property.
- 13. **Inclusions:** All of the menu selections in this packet include the following items in addition to what is listed on each package (Some restrictions apply) 1) tables, chairs, china, flatware, and glassware; 2) Linen tablecloths for the buffet
- 14. Additional Rental Options: We can arrange for any type of rentals you may need: tents, tables, chairs, staging, props, linen upgrades, etc.
- 16. **Special Menu Requests:** This menu is designed to give you a taste of what 502 East Event Centre can offer your event. A wide variety of other menus are available upon request.
- 17. Service Charges: The service charge is not a gratuity, but is an additional charge that is used to cover certain additional costs that are associated with each event. The front of the house service staff that works the event does not receive any part of the service charge. The service charge covers the following cost: administrative costs such as appointments, scheduling, ordering, paperwork, banking and any possible credit card fees (if applicable). We also have other indirect costs such as office and set-up staff that work behind the scenes on every event, but aren't included in your labor fees. Liability insurance is required to cover any damages or injuries caused by our staff or our equipment to any guests or property. This relieves the client of liability or responsibility when an accident is our fault. Vehicle insurance and costs not covered by a delivery/fuel charge. The service charge helps offset the costs of going the extra mile, such as handling the rental equipment and assisting with the non-catering related elements of a party, wedding or event, therefore, a service charge of 22% is added to all events.
- 18. **Availability and Bookings:** We book parties, events and weddings on a "first come, first served" basis. Once you have received a menu and price quote from our events office, please do not hesitate to call us with any changes or questions. We do our best to create your vision, the way you want it and we are always open to our client's wants and needs. Once you are satisfied with the menu and quote, please let us know so we can get a contract and event worksheet to you right away. A deposit is required to hold the date.

†Applicable sales tax and 22% service fee will be added to the bill Special accommodations for dietary restrictions available upon request.

TEL 317-843-1234 ADDRESS 502 East Carmel Drive, Carmel, IN 46032



