



TOMPKINS by THE RACK HOUSE®
PRIVATE EVENT SPACE / BANQUET ROOM MENU AND AGREEMENT

Event Coordinator: Chloe Loughridge

636.493.6332

TompkinsEvents@TheRackHouseKWW.com

BASIC INFORMATION:

- **NO ROOM RENTAL FEE**
- **Your date is not secured until the confirmation page in this packet is received by our staff on a first come, first serve basis. You will receive an email to confirm your booking.**
- Room minimums include ALL guests, not only the host. Any purchase by anyone in the party counts towards the minimum
- The private room seats up to 75 guests, or can accommodate larger groups who are not all seated at the same time
- Room reservations are for up to 4 hour time slots. Due to multiple events, parties during the day will need to end generally before 3pm in order for the room to be set for evening parties. \$50/hr for additional time.
- **Deposits are HELD and not charged** unless necessary for a late cancellation or damage
- **No outside alcohol is allowed under any circumstance**
- You may purchase bottles of wine or gift certificates in order to reach the MINIMUM
- Event dates are not secure until a DEPOSIT is provided (CC# or held check) and rental agreement is signed
- Cancellations less than 14 days before event will be subject to loss of deposit. Lost deposit may be used to book a later date, This deposit is not charged when the room is held, only the day of the event in case of damages or late cancellations.
- **FOOD orders must be placed TWO WEEKS prior to the event. \$75 fee for late orders**
- Customized food and drinks may be available upon request
- **NO confetti, glitter or small pieces. NO tape or hooks on the walls for decorations. \$50 fee for glitter/confetti and \$50 fee PER each damaged spot on the wall(s)**
- **A 20% gratuity will be added to the final bill**
- **You are allotted 60 min prior to your event to set up decorations, etc.** If more time is needed it will be allowed, unless there is another party using the room. The event coordinator will confirm if more time is allowed.
- A minimum of 25 people required for a buffet. **For all buffets, we will charge for the number of people stated in the final confirmation or the actual number of attendees, whichever is greater.** We make food based on the confirmation.
- Customized limited menus are available based on number of guests and day/time. These must be coordinated with the event coordinator prior to the event. We would be glad to make suggestions or send samples!
- **All food for the event must be ordered PRIOR to the event** unless specifically stated, in writing, by the Event Coordinator.

Tompkins by The Rack House® is not responsible for any lost, stolen, or damaged personal items, nor is Tompkins liable for any personal injury that may occur on or around the premises during your event.

Tompkins requires a valid credit card on file to cover any incidental or intentional damages to the banquet room or any area of the premises made by your guests during the event.

KEEP THIS PAGE FOR YOUR PERSONAL REFERENCE.



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ADDITIONAL INFORMATION & OPTIONAL UPGRADES:

- Kids under the age of 12 year old are 1/2 price on all food
- Food cost includes the use of black table cloths and non-alcoholic drinks
- Other colored table cloths can be pre-ordered for a cost of \$6 each
- Linen napkins can be formally placed at each table setting, The color need to be finalized at confirmation of food, napkins are \$1 each.
- Cake cutting fee is \$3 per person
- Music must be kept low enough to not be heard in the main dining room until 9pm at the earliest.
- Tompkins can provide overhead music via Spotify or we can usually hook up a personal device to the audio receiver. We are not responsible for damage to a personal device.
- Water will be provided for the group to pour themselves, or individual waters can be placed at each setting for \$1 per person
- Plated Salad service is available for \$3 per setting.
- Champagne toast is available for \$3.50 per person. This can be for the entire party or for a smaller group. Champagne flutes will be placed at the table settings.
- Table side wine service can be added to any bar package for an additional \$4 per person over the age of 21. Servers would offer two wine choice to each guest while they sit and enjoy their meal.

MINIMUM SPEND DATES/TIMES

PRIVATE ROOM

MON - FRI for parties ending by 3pm.....	\$400 MINIMUM + \$100 deposit
SUN for parties starting after 3pm	\$400 MINIMUM + \$100 deposit
TUE & WED for parties starting after 3pm:	\$600 MINIMUM + \$100 deposit
SAT & SUN for parties ending by 3pm	\$600 MINIMUM + \$100 deposit
THURS for parties starting after 3pm	\$800 MINIMUM + \$100 deposit
FRI & SAT for parties starting after 3pm.....	\$1200 MINIMUM + \$200 deposit

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Event Date _____

Setup Time _____ Start Time _____ End Time _____

Number of Guests _____ Type of Event _____

Printed name and information for primary contact person:

Name _____

Cell _____ Email _____

Payment information:

Deposit: Check or Credit Card for a total of \$ _____.00

Deposit is HELD, not CHARGED, unless there is a late cancellation or damages to the room.

Credit Card information for payment to cover any damages to the room:

Type: _____ # _____ EXP: _____ CVV: _____

Name of Cardholder: _____

Billing address: _____

I understand and authorize Tompkins by The Rack House® to bill the above card for any intentional or incidental damages to the banquet room or premises made by my guests during the scheduled event.

I also understand that full payment is due at the end of my event and that a 20% gratuity will be added to the final bill.

I have read and understand the Basic Information regarding use of the room, how I will be charged, including minimum spend requirements.

Signature of Credit Card Holder: _____ Date: _____

I have read and understand the above information:

Name/Signature of event coordinator:

Signature: _____ Date: _____

Tompkins by The Rack House®
500 S Main Street
St Charles MO 63301
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Brunch Buffet

Minimum guest count of 25

1 protein + 1 side = \$10/person

1 protein + 2 sides = \$12/person

2 proteins + 2 sides = \$14/person

3 proteins + 3 sides = \$16/person

Proteins

Scrambled Eggs

Bacon

Breakfast Sausage

Miller's Ham

Sides

Cheesy Potatoes

Toast with Whipped Butter

Pancakes with Syrup & Butter

Fresh Seasonal Fruit

Specialty Items

in addition to the cost above

Eggs Benedict (add \$4/person as protein substitute)

Biscuits and Sausage Gravy (add \$3/person as protein substitute)

Breakfast Casserole (add \$3/person as protein substitute)

Action Station

in addition to the cost above

Build an Omelet: includes bacon, sausage, ham, spinach, peppers, mushrooms, onions, cheddar, mozzarella, whole eggs.

(add \$6/person as protein substitute or \$16/person separate from Bruch Buffet)

Carved Miller's Ham: includes sweet and sour pineapple sauce (add \$5/person as protein substitute or add \$10/person separate from Bruch Buffet)

Continental Breakfast

Includes choice of muffins, pastry, or bagels with spreads and a fresh fruit bowl (\$8/person)

Soft drinks, OJ, Coffee and Tea included.

Tax and gratuity not included



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Lunch Buffet

Minimum guest count of 25

Pick 2 = \$12/person

Pick 3 = \$14/person

Pick 4 = \$16/person

Soups

Tomato Basil-roasted tomatoes + cream + basil pesto

French Onion

Seasonal

Hot Sandwiches

Miller's Ham & Cheddar

Chicken Bacon Brie

Roast Beef Mushroom & Swiss

Bacon & Tomato Grilled Cheese

Cold Sandwiches

Buttonwood Chicken Salad

Turkey Club

BLT

Crab Salad

Sides

Caesar Salad

Cobb Salad

Mixed Greens

Fresh Fruit

Loaded Potato Salad

Bacon Ranch Pasta Salad



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Minimum guest count of 25

Pick 2 = \$12/person

Pick 3 = \$14/person

Pick 4 = \$16/person

Soups

Tomato Basil— roasted tomatoes + cream + basil pesto

French Onion— caramelized onion broth + gruyere toast points

Hot Sandwiches

Miller's Ham & Cheddar — brioche bun + house-made pickles + honey Dijon

Chicken Bacon Brie— wheat berry toast + sliced granny smith apples + honey Dijon

Roast Beef Mushroom & Swiss— Italian hoagie + O'Fallon mushrooms + horseradish sauce

Bacon & Tomato Grilled Cheese— Texas toast + basil pesto + smoked cheddar + mozzarella

Cold Sandwiches

Buttonwood Chicken Salad— wheat berry bread + mixed greens + grapes + pecans + celery

Turkey Club— Texas toast + mayo + local bacon + leaf lettuce + tomato + swiss

BLT— Texas toast + mayo + local bacon + leaf lettuce + tomato

Crab Salad— Italian hoagie + lump crab + tomato + lettuce + pickle

Sides

Caesar Salad— chopped green leaf lettuce + parmesan + Caesar dressing +
sliced red onions + croutons

Cobb Salad— chopped green leaf lettuce + bleu cheese + tomato + bacon + chicken +
egg + avocado + ranch + red wine vinaigrette

Mixed Greens— assortment of Chef's season ingredients + ranch + red wine vinaigrette

Fresh Fruit— mixture of seasonal chopped fruit. Varies by season

Loaded Potato Salad— Russet potatoes + bacon + cheddar + scallions + sour cream dressing

Bacon Ranch Pasta Salad— cavatappi pasta + ranch + chopped bacon + herbs + parmesan



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Appetizers

Minimum of 25 people

Cold Platters

Charcuterie & Artisan Cheese (\$5.50/person per hour)

A selection of fine charcuterie and cheese served with crackers, toast, pickles, jams and accompaniments.

Shrimp Cocktail (\$6.75/person per hour)

Marinated and poached 16/20 shrimp served with lemons and house made bourbon cocktail sauce

Bourbon Glazed Salmon (\$6/person per hour)

Marinated and grilled salmon served chilled with capers, hard boiled eggs, chopped peppers, diced onions and horseradish spread.

Seasonal Crudité (\$2/person per hour)

An assortment of seasonal vegetables served with ranch dressing

Seasonal Bruschetta (\$3/person per hour)

Spring— Goat cheese, peas and mint

Summer— Red pepper, provolone, salami

Fall— Apple butter, butter nut squash, sage, bacon

Winter— Mushroom boursin, winter greens

Red Pepper Deviled Eggs (\$3/person per hour)

Roasted Red Peppers, sliced scallions, smoked paprika

Hot Apps

Mini Lump Crab Cakes (\$6/person per hour)

Served with remoulade sauce and fresh herbs

Kobe Sliders (\$8/person per hour)

Served on Hawaiian rolls with cheddar cheese and Rack Sauce

Lamb Meatballs (\$5/person per hour)

Served with a spicy tomato sauce and chopped herbs

Arancini Risotto Balls (\$2.50/person per hour)

Stuffed with mozzarella and served with marinara

Bacon Wrapped Shrimp (\$9/person per hour)

Toasted in red pepper jam and served with chopped herbs

Nashville Hot Chicken Skewers (\$3/person per hour)

Skewered with house-made bread and butter pickles

Passed Hors d'oeuvres

Choose 3 for \$16/person per hour

Choose 4 for \$18/person per hour

Cold

Shrimp Cocktail

Seasonal Bruschetta

Red Pepper Deviled Eggs

Hot

Mini Crab Cakes

Kobe Sliders

Lamb Meatballs

Arancini Risotto Balls

Bacon Wrapped Shrimp

Nashville Hot Chicken Skewers



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Dinner Buffet

Minimum of 25 people

1 Main + 1 Side - \$22/person

1 Main + 2 Sides - \$25/person

2 Main + 2 Sides - \$28/person

3 Main + 3 Sides - \$30/person

Proteins/Mains

Marinated Flank Steak with Bordelaise
Mushroom Stuffed Chicken with Mornay
Chicken Piccata with Fresh Herbs
Bourbon Glazed Salmon with Soy Caramel
Penne Bolognese with Parmigiana Reggiano
Bacon Wrapped Pork loin with Caramelized Onions
Garden Vegetables Lasagna with Mozzarella
O'Fallon Mushroom Risotto with Fresh Herbs

Sides

Whipped Yukon Potatoes
Roasted Garlic Potatoes
Green Bean Almandine
Roasted Brussels Sprouts
Wild Rice Pilaf
Lemon Herb Rice
Creamy Mac & Cheese

Buffet includes dinner rolls, whipped butter and mixed greens salad

Specialty Mains

in addition to the price above

Lobster Mac & Cheese with Butter Cracker Crumbs (sub for an additional \$10/person)
Smoked Beef Tenderloin with Mushroom Hunters Sauce (sub for an additional \$5/person)

Action Stations

in addition to the price above

Carved Prime Rib with Au jus and Horseradish Sauce
(sub for buffet main for an additional \$10/person or \$30/person by itself with rolls and salad)

Flying Pasta Bar with Red Sauce, White Sauce, Chicken, Sausage, Beef, Spinach, Broccoli, Mushrooms, Onion, Peppers, Parmesan, Mozzarella, Garlic, Pesto, Cavatappi, Penne Ange Hair
(sub for buffet main for an additional \$6/person or \$22/person by itself with rolls and salad)

Baked Potato Bar with Sour Cream, Whipped Butter, Cheddar Cheese, Mozzarella, Bacon, Scallions, Broccoli, Ranch Dressing and Russet Potatoes (sub for buffet main for an additional \$8/person)

Plated Banquet

Available for groups of 10 to 30 people
\$40/person including a mixed greens salad and plated dessert

Koji Cured Strip Steak with Mushroom Glace, Whipped Yukon Potatoes, Chef's Vegetables
Buttonwood Farms Chicken with Chicken Jus, Missouri Rice, Chef's Vegetables
Butter Roasted Salmon with Dashi Beurre Blanc, Missouri Rice, Chef's Vegetables
O'Fallon Mushroom Tortellini with White Wine Butter, Ricotta and Herbs
Geisert Farms Pork Tenderloin with Robert Sauce, Whipped Yukon Potatoes, Chef's Vegetables

Buffet Desserts

Chocolate Chip Cookies (\$2/person)
Rack House Chocolate Brownies (\$3/person)
Cookies & Brownies (\$2.50/person)
Bourbon Bread Pudding— Bourbon Caramel and Local Pecans (\$6/person)
Flourless Chocolate Cake— Gluten Free with Whipped Cream and Amarena Cherries (\$7/person)

Plated Desserts

NYC Cheese Cake with Whipped Cream and Chocolate Sauce (\$7/person)
Flourless Chocolate Cake— Gluten Free with Whipped Cream and Amarena Cherries (\$8/person)
Bourbon Bread Pudding— Bourbon Caramel and Local Pecans (\$7/person)
Tompkin's Seasonal Pie (\$7/person)

We can customize a limited menu with regular lunch/dinner menu items any time other than parties
Starting after 3pm on Friday or Saturday

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Alcohol

Full Open Bar

Liquor/Beer/Wine

Price per person for Well, Call, and Premium selections

2 hours.....\$15 / \$18 / \$21

3 hours.....\$17 / \$20 / \$23

4 hours.....\$19 / \$22 / \$25

Limited Open Bar

Beer/Wine

Price per person for Well, Call, and Premium selections

2 hours.....\$13 / \$16 / \$19

3 hours.....\$15 / \$18 / \$21

4 hours.....\$17 / \$20 / \$23

Wine Only

Price per person for Well, Call, and Premium selections

2 hours.....\$10 / \$13 / \$16

3 hours.....\$12 / \$15 / \$18

4 hours.....\$14 / \$17 / \$20

Beer Only

Price per person for Well, Call, and Premium selections

2 hours.....\$9 / \$12 / \$15

3 hours.....\$11 / \$14 / \$17

4 hours.....\$13 / \$16 / \$19

Champagne Toast \$3.50/person

Beer:

Well = Draft Bud Light, Bud Select, Mic Ultra & Budweiser

Call = add one selection from below (bottle/can)

Premium = add two selections from below (bottle/can)

Schlafly Seasonal, Boulevard Tank 7, Boulevard Wheat, Blue Moon, Stella (subject to change)

Wine: Pick 4 varietals from the list below.

Well = Chardonnay, Pinot Grigio, Sauvignon Blanc, Cabernet, Merlot, Pinot Noir, Sparkling, Sweet, Rose (brands subject to change)

Call = Cycles Gladiator (Chardonnay, Pinot Grigio, Sauvignon Blanc, Cabernet, Merlot, Pinot Noir),

Sparkling by Wyclef, Sweet by Heinz Eifel

Premium = Murphy Goode, (Chardonnay, Pinot Grigio, Sauvignon Blanc, Cabernet, Merlot, Pinot Noir),

Sparkling by Wyclef, Sweet by Heinz Eifel

Liquor

Well = Vodka, Gin, Rum, Scotch, Tequila, Whiskey, Amaretto (brands subject to change)

Call = Pearl, Beefeater, Plantation, Dewers, Jose Cuervo Gold, Four Roses Yellow, Dekuyper

Premium = Titos, Sipsmith, Bacardi, Glenmorangie, Milargo Rep, Maker's Mark