# BANQUET \& EVENT GUIDE PICKWICK LANDING STATE PARK 

## CATERING PROCEDURES AND INFORMATION

## MENUS

Catering menus, room arrangements, and other details pertinent to your event should be submitted to your catering manager at least four weeks prior to your function date. Due to ordering procedures, any menus received less than seven days prior to the function are subject to change, at the discretion of the kitchen staff.

The enclosed menus are only suggestions and are not limited to these items. Creativity is our specialty! We will be pleased to custom design menus to best suit your needs. Due to current market fluctuations, all prices are subject to change.

## GUARANTEES AND MEETING SPACE

In arranging for private functions, final guarantees for menu and alcohol must be given to Pickwick Landing seven days prior to the function. Alcohol and certain specialty items cannot be cancelled after this date; other menu items may be reduced or changed based on availability, no later than one week prior to the event. Guarantees must be received by noon on the date due; otherwise, the expected number becomes the guarantee.

The number of people you anticipate assigns banquet and meeting rooms. If the attendance increases or decreases, Pickwick Landing reserves the right to change groups, without notification, to a room suitable for the expected attendance or guarantees. The customer agrees to begin the function promptly at the scheduled time and agrees to have all guests, invitees, and other persons vacate the designated function area at the agreed upon closing time.

Please be aware, if your signed contract is not returned to the park within the specified time and date, the park reserves the right to accept another event on that date.

## FINANCIAL ARRANGEMENTS

A 10 percent deposit is required for all functions and is due 30 days in advance of your function, unless other arrangements have been made by your sales representative.

In some instances, direct billing can be approved through our General Manager. All direct billing requests must be in our office 15 days prior to the event for processing and approval.

## SERVICE CHARGE AND TAX

Normal staffing guidelines will be used for your event. In the case of special requests, additional carvers, attendants, servers or other personnel, a nominal fee may be charged.

A 21 percent service charge will be added to all functions that include food and beverages. Sales tax of 9.75 percent will be added to the total of the bill. Prices do not include tax or service charges.

## FOOD SERVICE

Pickwick Landing is responsible for the quality and freshness of food served to its guests. Due to current health regulations, food may not be brought into the conference and meeting facilities and food may not be taken off the premises after it has been prepared and served.

## SERVICES AND LIABILITY

Our sales representatives will be happy to coordinate services such as audio-visual, banquet, conference and meeting set-ups. All meal prices include house linens. There is an additional charge for all requested linen changes after initial setup of room. There may be additional charges for specialty items not supplied by the park.

All decorations, displays and exhibits brought to the lodge must be approved prior to arrival. They must conform to state code, fire regulations and Tennessee State Park Policy. In order to prevent damage to fixtures and furnishings, items cannot be attached to walls, ceilings and fixtures with nails, staples or any other substance. Delivery and storage of materials must not be received more than the day prior to the group's function.

Pickwick Landing will not assume responsibility for damage to or loss of items left in the conference and meeting rooms. Liability for damages will be charged accordingly.


Included in rental fee:

- Custom setup
- Table linen, water station or pitchers on tables
- Skirted registration table
- Clean up

Set-up A - Classroom


Set-up E - Closed Square


Set-up F - Angled Classroom


Set-up G - Banquet


Please note: If custom setup is changed to a different setup within a 12 hour period, a reset fee (per room) will apply.

No outside food, beverages or snacks are allowed in the meeting spaces.

Set-up C - Ceremony
Set-up D - U Shape


Set-up K - Rounds of 8


PICKWICK LANDING LODGE AND CONFERENCE CENTER
Audio / Visual Support Equipment
Pickwick Landing offers a range of Audio-Visual equipment to enhance your meeting or event. Please make your selections and advise the banquet coordinator of your needs. Specified equipment will be included in your contract and billed to you.

## ALL PRICES ARE PER DAY.

| SOUND EQUIPMENT |  |
| :--- | ---: |
| Podium | $\$ 20.00$ |
| Corded Mic Set | $\$ 75.00$ |
| Wireless Mic Set | $\$ 100.00$ |
| Additional Corded Mic | $\$ 20.00$ |
| Additional Wireless Mic | $\$ 25.00$ |
| Lavalier Mic | $\$ 40.00$ |
|  |  |
| VIDEO EOUIPMENT | $\$ 85.00$ |
| LCD Projector with Screen | $\$ 120.00$ |
| Premium LCD Projector with Screen | $\$ 40.00$ |
| Flat Screen TV with Sound Bar |  |
|  |  |
| EASELS | $\$ 10.00$ |
| Easel | $\mathbf{\$ 2 0 . 0 0}$ |
| Dry Erase Board and Markers | $\mathbf{\$ 2 0 . 0 0}$ |
| Flip Chart Paper and Markers | $\mathbf{\$ 3 5 . 0 0}$ |

## STAGING

| Stage $4 \times 8$ Sections-eight available | $\$ 50.00$ EACH |
| :--- | ---: |
| Pipe and Drape | $\$ 100.00$ |
| Dance Floor | $\mathbf{\$ 2 0 0 . 0 0}$ |
|  |  |
| BANOUET | $\$ 8.00$ |
| Black Tablecloths | $\mathbf{2 / \$ 1 . 0 0}$ |

## MISCELLANEOUS

Card Table with four Chairs \$20.00
Additional Power Strip $\$ 5.00$
Speaker Phone \$40.00
Polycom \$60.00
U.S. and TN Flags with Stands \$25.00

Extra Table with Cloth and Skirting \$12.00

## USEFUL PARK INFORMATION

## OVERNIGHT ACCOMMODATIONS

THE LODGE

- The Lodge offers 119 guest rooms and five suites overlooking Lake Pickwick and Pickwick Dam
- All guest rooms on floors two through six have private balconies and guest rooms on the first floor have private patios
- There are six pet friendly guest rooms


## CABINS

- The park offers 17 cabins with fully equipped kitchens and either charcoal or gas grills
- The 10 tree-side cabins offer two bedrooms sleeping up to six guests
- Five lakeside cabins offer two bedrooms sleeping up to six guests and two lakeside cabins offer three bedrooms sleeping up to 10 guests
- There are two pet friendly tree-side cabins
- All 17 cabins have gas fireplace


## PAVILIONS

- The park offers five rentable pavilions of varying sizes for outdoor events
- All pavilions include picnic tables and charcoal grills while some also offer water and electric
- Each pavilion offers a unique view and park experience


## PARK ACTIVITIES

- 18 Hole Golf Course tnstateparks.com/golf/ course/pickwick-landing for tee time
- Aviary located at the park office
- Pontoon excursions offered through the park office
- The full service marina rents pontoons, fishing boats, kayaks, canoes and paddleboards
- Nine-hole disc golf course [bring your own discs or purchase at our gift shop]
- Hiking trails [maps at the front desk]
- Special ranger-led programming available for groups
- Tennis and basketball court

Floor 1


Floor 2



Floor 5


Floor 6


COFFEE STATION
Four Hours
Unlimited Coffee, Regular and Decaf
Flavored Creamers
Sugar and Splenda
Ice Water

FRESHLY BREWED REGULAR OR
DECAFFEINATED COFFEE $\$ 30.00$ PER GALLON \$12.00 PER POT

ASSORTED COCA-COLA CAN DRINKS \$2.50 EACH
BOTTLED WATER $\$ 2.00$ EACH

ASSORTED CHILLED JUICES
\$14.00 GALLON
Orange, Apple, Cranberry, Tomato
INFUSED WATER
\$14.00 GALLON
Raspberry Lime Mint, Citrus or Cucumber

ICED TEA, LEMONADE OR FRUIT PUNCH

HOT CHOCOLATE, \$2.75 PER SERVING HOT APPLE CIDER OR HOT TEA

## PASTEURIZED WHOLE,

\$12.00 GALLON CHOCOLATE OR 2\% MILK

## SPECIALTY PUNCHES

\$3.00 PER PERSON
[Custom Order]
Includes Glass Punch Bowl, Ladle and Punch Cups
CAKE SERVICE SURCHARGE
\$. 25 PER PERSON
for disposable plates and flatware when guests bring cakes. We do not supply cake serving utensils!

## BAKED BREAK SELECTIONS

BUTTERMILK BISCUITS
WITH COUNTRY SAUSAGE OR BACON
WITH COUNTRY SAUSAGE OR BACON
COUNTRY HAM AND BISCUITS $\quad \$ 2.75 \mathrm{EACH}$

HOT BISCUITS AND PEPPERED GRAVY $\$ 2.00$ EACH
CINNAMON ROLLS
$\begin{array}{ll}\text { DANISH OR MUFFINS } & \text { \$22.00 DOZEN } \\ \text { GOURMET COOKIES } & \$ 16.00 \text { DOZEN } \\ \text { BROWNIES } & \$ 20.00 \text { DOZEN } \\ \text { DOUGHNUTS } & \$ 15.00 \text { DOZEN }\end{array}$
HOMEMADE SPECIALTY BREADS \$20.00 PER LOAF
Banana Nut
Monkey Bread
Apple Cinnanon
Cranberry

## BREAKFAST PACKAGES

THE CONTINENTAL
\$8.00 PER PERSON
Assorted Muffins
Seasonal Whole Fruit
Coffee and Chilled Orange Juice
THE CITY CONTINENTAL
\$9.00 PER PERSON
Sausage and Biscuits
Seasonal Whole Fruit
Coffee and Chilled Orange Juice
THE COUNTRY CONTINENTAL \$10.00 PER PERSON
Country Ham Biscuits and Sausage Biscuits
Buttermilk Biscuits with butter and jellies
Seasonal Fresh Cut Fruit
Coffee, Tea, Chilled Orange Juice
THE FULL BREAKFAST BAR \$14.00 PER PERSON
30 PERSON MINIMUM
Country Ham, Country Sausage, Bacon
Scrambled Eggs
Hash Brown Casserole
Buttermilk Biscuits and Gravy
Seasonal Fresh Cut Fruit
Coffee, Chilled Orange Juice

## MORNING BREAK PACKAGES

## \#1 PASTRY PACKAGE

Assorted Muffins and Danishes
Chilled Orange Juice and Coffee

## \#2 BISCUIT PACKAGE

Bacon Biscuits or Country Sausage Biscuits
Chilled Orange Juice and Coffee
\#3 HEALTH NUT PACKAGE
\$8.00 PER PERSON
Yogurt with Granola
Seasonal Whole Fruit
Citrus Infused Water
Coffee

## SALTY CRAVINGS

Pretzels and Potato Chips with Ranch Dip

## HEALTHY SNACKS ATTACK \$4.00 PER PERSON

Whole Fresh Fruit Basket or Vegetable Tray
Party Mix or Pretzels

## SWEET CRAVINGS

Cookies and Brownies
\$3.00 PER PERSON

SUNDAE BAR
Vanilla Ice Cream
Chocolate, Caramel, and Strawberry Toppings
Sprinkles, Nuts, Cherries and Whipped Cream Add Crushed Candy Selection \$1.00 PER PERSON

DOWN SOUTH
Honey Buns, Moon Pies and
Salted Peanuts
\$7.00 PER PERSON
\$4.50 PER PERSON

## LUNCHEON PACKAGES <br> Minimum 40 Guests. Prices based on one buffet per person.

## DELI BAR

\$15.00 PER PERSON
Deli Ham and Turkey with Sliced Cheese
Assorted Sandwich Breads \& Sandwich Condiments Chips and Seasonal Fresh Fruit
CHOOSE ONE: Pimento Cheese or Chicken Salad
CHOOSE ONE: Potato Salad or Pasta Salad
CHOOSE ONE: Cookies or Brownies
Iced Tea
Add Tossed Salad
\$3.95 PER PERSON

## SALAD BAR

\$7.00 PER PERSON
Garden Fresh Salad Greens and Toppings
Dressings: Ranch, Thousand Island, Balsamic, Honey Mustard,
Sides: Pasta Salad, Assorted Crackers, Assorted Granola Bars
Iced Tea

## ADD TWO SOUP CHOICES

\$12.00 PER PERSON and Assorted Breads, Hearty Chicken Noodle, Tomato Basil, or Vegetable Beef

## ADD SANDWICHES

CHICKEN SALAD
AND PIMENTO CHEESE

## ADD TWO SOUPS

AND SANDWICHES

ADD CREAM BASED SOUP
\$12.00 PER PERSON
\$13.00 PER PERSON
\$15.00 PER PERSON
\$1.00 PER PERSON

## FRUIT BASKET

\$1.50 EACH
Whole Apples, Oranges, Bananas. Served in a Basket
GRAB AND GO BOX LUNCH \$12.50 PER PERSON
No minimums. Fully customizable to your needs.
Set up self-service for quick lunch pick-up.
CHOOSE TWO: Ham, Turkey, Chicken Salad,
Pimento Cheese
CHOOSE ONE: American or Swiss Cheese
Hoagie Buns, Chips. Whole Fruit. Cookie
Assorted Soft Drinks and Bottled Water
Condiments served on the side: Mayo, Mustard, Lettuce, Sliced Dill Pickles, Tomato

## AFTERNOON SNACKS

Serves 50

| Potato Chips with Ranch or French Onion Dip | $\$ 50.00$ |
| :--- | ---: |
| Party Mix | $\$ 50.00$ |
| Tortilla Chips with Salsa | $\$ 50.00$ |
| Hawaiian Bread with Spinach Dip | $\$ 60.00$ |
|  |  |
|  |  |
| Soft Warm Pretzel with Cheese Dip | $\$ 1.75$ EACH |
| Butter Popcorn | $\$ 1.25$ PER PERSON |
| Pigs in a Blanket | $\$ 1.75$ EACH |
| Catfish Bites with Hushpuppies | $\$ 3.50$ PER PERSON |
| Mini Corn Dogs | $\$ 1.75$ EACH |
| Ham and Cheese Pinwheels | $\$ 2.00$ EACH |
| Buffalo Chicken Pinwheels | $\$ 2.50$ EACH |
| Jo Jo Potatoes | $\$ .75$ EACH |

## MEAT AND CHEESE TRAY

\$220.00
Serves 50
Deli Ham and Turkey
American, Swiss, and Cheddar Cheese
Hoagie Buns
Condiments

## CUBED CHEESE TRAY

\$150.00
Serves 50
Swiss, Pepper Jack, and Cheddar
Assorted Crackers

## SHRIMP COCKTAIL TRAY \$30.00 PER POUND

Shrimp, Cocktail Sauce, Crackers
One pound = 16-20 pieces of shrimp

## SUB-SANDWICH OR DELI WRAP TRAY

\$300.00
Serves 50
Deli Ham, Turkey, Sliced Cheese, Condiments
Choice of Bun or Wrap

## FRESH VEGETABLE TRAY

\$120.00

Serves 50
Crisp Garden Vegetables, Home-style Ranch Dip

FRESH FRUIT TRAY
\$150.00
Serves 50
Seasonal Fruit and Dip

## MEATBALLS

\$125.00
Minimum Order 100 pieces
Meatballs with choice of BBQ or Marinara Sauce

## CHICKEN WINGS

\$1.75 EACH
Minimum Order 100 pieces
Chicken Wings: choice of Plain, BBQ or Buffalo
with Carrots and Celery Sticks plus Ranch Dip

## CHICKEN TENDERS

$\$ 200.00$
Serves 50
Choice of Sauce: Buffalo. Honey Mustard or BBQ

## BARBEQUED COCKTAIL FRANKS

Minimum Order 200 pcs

## PICNIC PACKAGES

## PICNIC PACKAGES

40 person minimum in banquet facility.
50 person minimum off site. Off-site Packages include disposable dinnerware. No linens. Banquet Facility Package includes cloth napkins, tablecloths, flatware and china.

## THE ALL-AMERICAN PICNIC

\$16.75 PER PERSON
Hamburgers and Hot Dogs
Sliced Cheese, Buns and Condiments
Assorted Chips and Baked Beans
CHOOSE ONE: Potato Salad or Cole Slaw
CHOOSE ONE: Cookies or Brownies
Iced Tea

THE BARBEQUE PICNIC
\$19.95 PER PERSON
for two entrées.
Served with Baked Beans, Cole Slaw, Bread
and Iced Tea
CHOOSE TWO: Smoked Pork Ribs, Smoked Bone-In
Chicken, Pulled Pork BBQ
CHOOSE ONE: Potato Salad or Pasta Salad
CHOOSE ONE: Brownies or Cookies
[To add choice of three entrées \$21.95 PER PERSON
increase minimum required to 100]

If you'd like to provide your guests a full-service meal, our plated dinner selections will fit your needs. Our staff of top-notch servers will ensure your dinner service is handled professionally. If you need something we don't have listed, our restaurant and group sales staff can customize a menu to fit your theme, budget and needs. Plated and custom dinners are sold at market price.

Would you like to add a nice bottle of wine to your meal? Let us suggest a pairing that is just right for your menu selections or choose from our list of house favorites!

## SPECIALTY BUFFET PACKAGES <br> 40 Person Minimum, One Buffet Per Person

## GREAT CHOICES FOR LUNCH OR DINNER

## FAJITA AND TACO BAR

\$19.95 PER PERSON
Soft Flour Tortillas and Hard-Shell Corn Tortillas
Mexi-Seasoned Ground Beef
Fajita Seasoned Chicken
Tortilla Chips and Salsa
Chopped Onions, Lettuce,
Tomato, Jalapeños
Shredded Cheese and Sour Cream
Refried Beans and Spanish Rice
Churro Sheet Cake
Iced Tea and Water
Add Guacamole
\$1.00 PER PERSON

## C'EST LA VIE PASTA BAR

\$19.95 PER PERSON
Angel Hair, Rotini and Fettuccine Pasta
Alfredo and Marinara Sauce
Meatballs and Grilled Chicken
Sautéed Mushrooms and Onions
Primavera Veggies
Caesar and Basic Tossed Salad
Ranch and Balsamic Dressing
Garlic Breadsticks
Italian Cream Cake
Iced Tea and Water

## PLATED ENTRÉE CHOICES

Grilled or Fried Bone-In Chicken, Slice Roasted Pork Loin, Turkey and Cornbread Dressing, Roast Beef, Filet Mignon, Char-Broiled Pork Chops, Prime Rib, Ribeye Steak, Steak and Shrimp, Grilled Salmon, Crab Legs

Plated Dinners Served With

- Tossed Green Salad
- Baked Potato
- Dinner Rolls
- Dessert Choice
- Coffee and Iced Tea


## SPECIALTY PACKAGES <br> 20 Person Minimum

S'MORES TO GO
\$3.00 PER PERSON
Individually packaged and ready for the campfire. Graham Crackers

Chocolate Candy Bar
Marshmallows
Roasting Sticks

## TOWER OF FRUIT

\$200.00
A beautifully tiered display of fresh fruits and or vegetables. Served with dip. Will serve 100 people.

Add surrounding fruits
\$100.00 PER TRAY
and vegetables or cheese and cracker trays.

Add infused water
\$14.00 PER GALLON
Raspberry Lime Mint, Citrus Blend (lime, lemon, orange] and Cucumber

Please note: Fruit Towers will vary according to fruit in season in addition to the creator of the display!

All selections served with two side choices, salad, bread, dessert choice and beverage

## ONE ENTRÉE

40 person minimum

## TWO ENTRÉES

\$18.95 PER PERSON
40 person minimum

## THREE ENTRÉES

## \$20.95 PER PERSON

May choose one additional side 100 person minimum

## ENTRÉE CHOICES

Fried Whole Catfish, Smoked, Fried or Baked Chicken with Bone-In, Pork Ribs, Pork Loin. Pulled Pork BBQ, Baked Ham, Chicken and Dressing, Meatloaf, Fried Chicken Tenders, Baked Spaghetti, Lasagna, Vegetarian Spaghetti or Lasagna, Roasted Beef Brisket

## SIDE CHOICES: SELECT TWO

Southern Style Green Beans, Rice Pilaf, Cole Slaw, French Fries, Baked Beans, Macaroni and Cheese, Corn on the Cob, Vegetable Medley, Creamed Potatoes and Gravy, New Red Potatoes, Steamed Broccoli, White Beans, Purple Hull Peas, Whole Kernel Corn, Cream-style Corn

Ranch, Italian, Thousand Island, Balsamic, Honey Mustard

CHOOSE BREAD: Cornbread Muffins, Dinner Rolls
CHOOSE DESSERT: Banana Pudding, Cheesecake, Peach or Plum Cobbler, Sheet Cake

Beverages Served with Buffets are Tea and Water. Lemonade or Fruit Punch
$\$ .25$ PER PERSON may be substituted

ADD AN AFTER DINNER COFFEE BAR
\$1.50
PER PERSON

## **BUFFET UPGRADES

If you'd like to upscale your buffet offerings, feel free to choose from these additional entrée, side and dessert menus. Deluxe Entrée Choices are based on Market Price. Deluxe side and dessert choices are an additional
\$2.00 PER PERSON

## DELUXE ENTRÉE CHOICES

Prime Rib with Au Jus, Country Ham, Roasted Pork Tenderloin, Beef Tips and Rice, Grilled Salmon, Grilled Shrimp, Shrimp and Grits.

## DELUXE SIDE CHOICES

Baked Potato with Butter and Sour Cream, Cinnamon Baked Apples, Squash Casserole, Broccoli Casserole, Green Bean Casserole, Hash Brown Casserole, Fried Okra, Fried Squash, Candied Yams, Baked Potato Casserole, Scalloped Potatoes, Sweet Potato Casserole with Marshmallow Topping or Brown Sugar and Nut Topping

## DELUXE DESSERT CHOICES

## Chocolate Cobbler

Layer Cake: Carrot, Chocolate or Strawberry
Pie: Apple or Lemon
New York Cheesecake with Choice of Strawberry, Chocolate and Caramel
Vanilla Ice Cream
BUDGET FRIENDLY
\$14.00 PER PERSON
BUFFET PACKAGE
40 Person Minimum
Served with Cole Slaw, Rolls and Iced Tea
CHOICE OF ONE: Chicken and Dressing, Pulled Pork BBQ, Bone-In Baked Chicken, Hamburger Steak and Gravy, Spaghetti

CHOICE OF TWO: Green Beans, Whole Kernel Corn, Mashed Potatoes, White Beans, Rice Pilaf

CHOICE OF ONE: White or Chocolate Sheet Cake

Providing a bar at your event can be as simple or as elaborate as you wish. You may offer full wine, beer and liquor service or you may choose a limited selection and quantity of drinks. We are happy to special order your preferred choice and create signature drinks for your event. Open bars will include a 21 percent service charge. Tip jars are allowed at cash bars.

## HAPPY HOUR NIBBLERS

Dilly Ranch Oyster Crackers
Salted Peanuts
Garlic Parmesan Popcorn
\$5.50 PER PERSON
BAR SET UP FEE

- On Site: Conference Center, Suites, Pickwick Room, Pavilions.
- Off Site: at the location of your choice.


## HOUSE WINES / OTHER SELECTIONS

 **Prices Do Not Include Service Charges
## BAR SETUP FEE

(TWO HOURS AND ONE BARTENDER) EACH ADDITIONAL HOUR

## CAVIT HOUSE WINES

\$30.00 BOTTLE
Chardonnay
Cabernet
Merlot
Pinot Grigio
Pinot Noir
Riesling
Other Wine Brands May Vary in Pricing

DOMESTIC BEER
Budweiser
Bud Light
Miller 64
Miller Lite
Coors Banquet
Coors Light
Michelob Ultra

## SPECIALTY BEER

Samuel Adams Lager
Samuel Adams Seasonal Lager
Yuengling
Heineken
Corona
Tennessee State Parks Brew Works Blonde Ale

## LIQUOR

Whiskey, Vodka. Rum. Tequila
Mixed Drinks
\$10.00 PERDRINK (WELL) \$12.00 PER DRINK (TOP SHELF)

## BAR MIXERS

Strawberry Daiquiri Mix
Bloody Mary Mix
Grenadine
Ginger Ale
Tonic Water
Club Soda
Assorted Sodas
Orange Juice
Cranberry Juice
Pineapple Juice
Tomato Juice

## CASH/OPEN BAR PRICES

Domestic Beer
Premium/Specialty Beer
Wine
$\$ 4.00$

Mixed Drinks
\$7.00 PER GLASS
\$10.00 PER DRINK (WELL)
\$12.00 PER DRINK (TOP SHELF)

