



Banquet Planner

516 Gay St, Knoxville Tn. 37902

Fax: 865-566-9801

Policies and Agreements:

- Method of Payment
- Banquet Room Charges
- Taxes and Service charges
- Sales Tax and service charges
- Deposit
- Refundable Deposits and Damage Fees
- Time Limits and Charges

Policies and Agreements

Method of payment:

- Cash
- Company Check
- Credit Card
 - I. Visa, Master Card, Discover and American Express.
- All Payments must be finalized on the day of the event.

Banquet Room Charges

- There is no room charge as long as the minimum room fee is met. All guests must order from the banquet menu only. All parties must be on one check in order to better accommodate your event.
- In order offset any room rental fee, each event must meet a food purchase minimum per appropriate size room. If more space is needed to accommodate your function an additional fee will be added. A grace factor of 10% from the guaranteed number of guest will be given for no shows, if more than grace a plate charge will be incurred per guest or until room fee is met. There is no grace for breakfast or lunch functions.
- All bookings are on a first come first serve basis; i.e.: room size, audio visual, special food orders, etc. and are finalized 3 days prior to event.
- If a heavy appetizer event is wanted it must also meet the room fee requirements.
- The room minimums are exclusive of tax or gratuity. The room minimums are also subject to time and date of event, please contact our event coordinator.

Room Rentals

- Gay Street Room: Lunch: \$500.00 Dinner: \$1500.00
- Sky Light Room: Lunch: \$1500.00 Dinner: \$2500.00

Taxes, Services, Credit Card Surcharges

- Appropriate Tennessee sales tax and a service charge of 20.00% will be automatically added to the final bill. II
- Service charge will be increased to 21.00% if credit card is manually entered. 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 on the receipt.III
- A damage fee maybe added for any misuse of the facility and/or its contents.
- Rooms are available until 11:00pm, after that time a \$200.00 per hour charge will be incurred and based on a one hour minimum.

Cancellations and Rate Period

- Events booked in or banquet rooms are subject to cancellation fees (see chart below). A cancellation number must be obtained, and will be given to you upon the day the event is cancelled. Due to any discrepancies, we ask you keep your cancellation number for reference and please fax a copy of your agreement and write Cancelled across the top. (Fax 865-566-9801) II
- A Deposit of 10% is required for all parties this is non-refundable. This amount will be charged to the credit card on file or cash only. This will guarantee the Date, Time and Room you choose. In the event of a cancellation and the date is rescheduled this will be credited to your next event.

BANQUET CANCELLATION FEE IN ADDITION TO DEPOSIT

14-21 DAYS - \$100.00

8-13 DAYS - \$250.00

0-7 DAYS - \$500.00



Banquet Planner Questionnaire

Required information for us to complete your event
Please fill out questionnaire and sign Confirmation Sheet

Name of the party: _____

The name of Coordinator _____

Method of Payment _____

Date of the party: ____/____/____ ____:____AM/PM

Describe your party: (i.e. meeting, dinner reception, award banquet or holiday party. Etc.)

Will you require any audio/visual equipment (yes/no): _____

If yes, refer to the audio/ visual on the next page for listing and pricing.

A/V required: _____

Will you require any extra break out space (yes/ no): _____

If yes, explain (a room fee may apply)

Will there be any speeches? (yes/ no): _____

If yes: _____ before _____ during _____ after

Length of speech approximately _____

We recommend that you start speeches after our staff has taken the guests food orders.

Is A head table required (yes/ no): if yes, for how many _____

Are you planning a social time (yes/ no): if yes, time required _____

Are you offering cocktails (yes/ no): _____

If yes, refer to the bar section for list of options and pricing

If yes: _____ on the main bill _____ individual billing

If yes: bartender _____ 1 hr. _____ 2 hr. _____ the entire event

If yes: cocktailing _____ 1 hr. _____ 2 hr. _____ the entire event

Are you planning to serve any hors d'oeuvres (yes/no): _____

If yes, refer to the hors d'oeuvres section for options and pricing

Choices:

- Will you be hosting a breakfast, lunch or dinner? _____

Please choose from the appropriate menu section.

- Are there any requirements that were not mentioned.

If yes, explain: _____

- Are you tax exempt? _____ If yes, Tax I.D. Form must be provided prior to event or it will not be accepted. Taxes cannot be reversed after finally billing.

Confirmation Sheet

Date of Event: _____

Time of Event: _____

Number of Guest: _____

Credit Card Type: V MC D AMX

Name on Credit Card: _____

Expiration date: _____

Credit Card #: _____

3 Digit Security # on back of card: _____

I am authorized to book this reservation and I understand the following Policies and Agreements, which are outlined in our S & W banquet planner. I authorize any charge to be placed on my credit card due for cancellation or deposit.

Print name: _____

Phone Number: (cell) _____

Authorized Signature: _____

(home) _____

E-Mail address: _____

Audio / Visual equipment rentals

- A/V cart \$20.00
- Screen \$30.00
- Jumbo Screen \$65.00
- Wireless PA \$50.00
- LCD Projector \$175.00
- Flip Chart w/Markers \$20.00
- Additional Pads \$20.00

The above listed A/V equipment rentals are in house. Any other rentals we can accommodate with at least 3 days prior notice. We can also help with florist, preferred wedding coordinators and cake decorators.



Breakfast Menu

Continental: \$10.00

Fresh Squeezed orange juice and grapefruit juice
Assorted Fruit Yogurt
Fresh seasonal fruit plate,
Assortment of Danish, Muffins and Bagels
Coffee and tea station

S & W Country Buffet \$14.00

Fresh Squeezed orange and grapefruit juice
Fresh seasonal fruit plate
Fresh cracked scrambled eggs with chives
Country biscuits and pepper gravy
Cheese grits or hash brown casserole
Country style sausage
Assorted muffins
Whipped butter and preserves
Apple wood smoked bacon
Coffee and tea service

S & W Grand buffet: \$16.00

Fresh Squeezed orange and grapefruit juice
Fresh seasonal fruit plate
Assorted fruit yogurt
Fresh cracked scrambled eggs with chives
Orange honey infused French toast
Apple wood smoked bacon
Sausage links
Benton's country ham slices
Roasted herbed potatoes
French pastries
Whipped butter and preserves
Coffee and tea service

Morning and afternoon breakout options:

Granola bars, cookies, fruit yogurt, brownies, French pastries and popovers.
Coffee, iced tea, bottled water, Pellegrino, can sodas, energy drinks or Gatorade are also options
We will also have a Mimosa and Bloody Mary bar as an option.



Banquet Lunch Menu

Signature Sandwiches

*Sandwiches are served with a choice of cottage fries, slaw, or fruit.
A side salad can be added for an additional charge of \$1.95*

- Tuna Ruben** open faced with braised red cabbage, Jarlsberg cheese smoked and tomato dressing. \$16.00
- Certified Angus Roast Beef** with provolone cheese, caramelized, onion horseradish mayo and au jus. \$13.00
- Flat top Pastrami** open faced sandwich, Swiss cheese, French fries and cole slaw. \$14.00
- Grilled Chicken** sandwich, prosciutto, Swiss cheese and fresh pesto 13.00
- 8oz. Slim Burger** truffle herb mayo, tobacco fried onions and accompaniments. \$15.00
- Curry Chicken Salad Sandwich** served on a flakey butter croissant. \$12.00

Entrée Salads

Entrée Salads: Choices of chicken, shrimp, Ahi tuna or sirloin steak add \$4.00.

- Waldorf Salad** mixed field greens, dressed with a mixture of pears, pineapple, celery, grapes and walnuts. \$10.00
- Grand House Salad** tossed with poppy seed dressing. \$10.00

Lunch Entrées

*All entrées served with a Waldorf or House salad and bread service. Coffee and Iced tea are included.
You may also choose any Steak from our dinner plated menu.*

- Creole Stuffed Shrimp**, crawfish stuffing, lemon risotto and classic etouffe' sauce. \$19.00
- Carolina Flounder** baked with Mornay sauce. \$17.00
- Ahi Tuna Steak** grilled with Thai noodle salad, ginger cream sauce. \$21.00
- Pan Seared Salmon Cakes**, braised cabbage, blistered sweet corn relish and champagne butter. \$18.00
- Bone in Ham Steak** with collard greens and sweet mustard glaze. \$16.00
- Veal Meatloaf** with duchess potatoes and an herb parmesan crust. \$17.00
- Beef Stroganoff** in a classic red wine sauce with egg noodles. \$15.00
- Roasted Chicken** Airline Breast stuffed with spinach and goat cheese. \$18.00
- 5 oz. Grilled Filet of Beef** with truffle cottage fries. \$19.00
- 5 oz. Petit Sirloin** with truffle cottage fries. \$17.00



From the Carvery:

Sea Salt Encrusted Rib of Beef served with house jus and horseradish cream sauce	\$6.00 pp
Slow Roasted Pork Loin with wild mushroom Marsala sauce	\$3.75 pp
Beef Tenderloin marinated and grilled with port wine demi	\$7.50 pp
Flat Iron Steak seasoned and grilled served with bordelaise Sauce	\$4.50 pp
Leg of Lamb with fresh olive oil garlic and fresh herbs (based on 20-25 people)	\$120.00

Family Style Buffet Entrée's

All prices include a protein, starch, vegetable and sauce. Pricing based on item for 25 people.

Beef Tornado	\$250.00
Braised Beef Short Ribs	\$225.00
Beef Stroganoff	\$100.00
Braised Beef Cheeks	\$125.00
Leg of Duck Confit	\$165.00
Moullarde' Duck Breast	\$225.00
Grilled Pork Loin	\$110.00
Pork Roulade	\$125.00
Roasted Airline Chicken Breast	\$160.00
Coq au Vin	\$140.00
Creole Stuffed Shrimp	\$200.00
Seared Salmon Cakes	\$135.00
North Carolina Mountain Trout	\$185.00
Grilled Ahi Tuna Steak	\$225.00
Marinated Mahi-Mahi	\$165.00
Daily Fresh Catch	\$ Market Price



Supper Buffet

*Select one starch per entrée selection
Any additional selection, will incur a charge of \$30.00*

Roasted Rosemary Baby Red Potatoes
Smashed Red Bliss Potatoes
Horse Radish Mashers
Garlic Chive Mashers
Truffled Herb Pomme Puree'
Fingerling Potato Confit
Sweet Potato Hash
Potato Dauphonoise
Tennessee Cheese Grits
Wild grain, Basmati or Jasmine rice
Creamy Polenta
Chef Inspired Risotto

*Select one vegetable per entrée selection
Any additional selection, will incur a charge of \$30.00*

Collard Greens, Wilted Swiss Chard
Sautee' Baby Spinach
Braised Red or Green Cabbage
Grilled Asparagus
Country Green Beans
Haricots Verts
Sugar Snap Peas
Mediterranean Vegetable
Baby Brussel Sprouts
Broccoli Casserole
Roasted Seasonal Squash

*Select one of our Chef's Sauces
Any additional selection, will incur a charge of \$12.00*

Bordelaise, Port Wine Demi
Wild Mushroom Marsala
Burre Blanc, Mornay
Sweet Sherry or Ginger Cream sauce



Hor's D'oeuvres

Jumbo Sea Scallops Pan Seared jumbo scallops, cream corn, leeks and Vidalia onion coulis.	\$4.00 pp
Shrimp Cocktail Chilled jumbo shrimp with our spicy cocktail sauce.	\$2.00 pp
Shrimp Sautee Jumbo shrimp in a white wine, garlic and brown butter sauce.	\$2.25 pp
Baked Oyster Rockefeller Fried oysters with creamed spinach, Benton's country ham and hollandaise sauce.	\$4.00 pp
Pan Seared Mini Crab Cake Jumbo lump crab cakes accompanied by grilled pineapple salsa.	\$4.00 pp
Fresh Mini Salmon Cakes With sweet corn relish and tarragon aioli.	\$3.00 pp
Tuna Tetaki Grilled ahi tuna soba noodles, soy mustard cream.	\$5.00 pp
Chef's Seafood Cheviche Fresh seafood marinated with lime juice, onions and fresh herbs.	\$2.00 pp
Beef Carpaccio Baby arugula, olive oil, fried capers and shaved parmesan.	\$6.00 pp
Steak Tartar Dijon mustard, fresh herb and cornichon.	\$6.50 pp
Pig in a Biscuit Braised pork cheeks, fennel slaw, pimento cheese and orange honey.	\$2.50 pp
Sausage and Liver Pate' Served with warm garlic bread.	\$2.50 pp
Chicken Terrine Fresh sage and apricot with Lingonberry mustard.	\$2.25 pp
Country Style Duck Terrine Accompanied by Blood orange marmalade.	\$2.75 pp
Old English Cheese Dip Sweetwater Valley Governors cheese with lavosh bread.	\$1.50 pp
Bruschetta Wild mushroom, olives, garlic and fresh herbs served with crostini.	\$2.00 pp
Curry Chicken Salad Diced chicken breast with curry on toasted brioche.	\$2.00 pp
Three Bean Dip Black, kidney and white beans tossed with garlic, tomatoes and fresh basil.	\$1.75 pp



Platters and Displays

Fresh Vegetable Cruditees

Fresh Dill & Blue Cheese Dips

Small: 30 People

Large: 60 People

\$50.00 / \$95.00

Fruit Platter

Seasonal fruit with Yogurt Dip

Small: 30 People

Large: 60 People

\$65.00 / \$125.00

International Cheese

Fresh Fruit Garnish & Lavosh Bread

Small: 30 People

Large: 60 People

\$75.00 / \$150.00

Chilled Seafood

King Crab Legs, Grilled Lobster
Jumbo Shrimp & Oysters on Half Shell
S & W Cocktail Sauce
\$195.00

House Smoked Salmon

Whipped Cream Cheese, Capers
Red Onion & Chopped Egg
With Toasted Bagel Chips
\$150.00

Smoked Whole Fish

Seasonal Fresh fish
Accompaniments will be
Determined by selection of fish
\$ Market Price

Baked Brie en Crute

Wrapped in Puff Pastry
Lavosh Bread & Assorted Crackers
\$75.00

Chacuterie Display

Chefs Selection of
Terrienes, Sausages & Pate'
\$175.00

Antipasta Platter

Grilled Prosciutto Wrapped Asparagus
Kalamata Olives, Artichoke Hearts
Roasted Peppers & Marinated Tomatoes
Small: 30 People
Large: 60 People
\$85.00 / \$165.00

Sweet Treats

Assorted Cheese cakes
Berries Sabayon, Petit Fours
White chocolate mousse
\$4.95 pp

Freshly Baked Cookies

By the Bakers Dozen
\$25.00



Plated Dinners

Salad Choices

Wedge of Bib lettuce with Pink Roquefort dressing N/C

Grand House Salad tossed in A Poppy Seed dressing N/C

Tomato, Onion and Danish blue cheese salad N/C

Waldorf Salad mixed field greens topped with a pears, pineapple celery, grapes and walnuts \$1.95

From the grill

All items served with Pommes Frites and Maitre de butter any deviation from this will result in an up charge of \$3.00

Fillet of Beef Tenderloin	\$33.00	Rib Eye Cap Steak	\$34.00
Angus N.Y. Strip	\$36.00	Prime Sirloin of Beef	\$25.00

Chefs Specialty Entrées

Creole Stuffed Shrimp	\$24.00
baked crawfish stuffing, lemon risotto and classic etouffe' sauce	
Ahi Tuna Steak Thai	\$27.00
noodle salad in a ginger cream sauce	
Atlantic Salmon Cakes	\$22.00
braised cabbage, blistered sweet corn relish and a champagne sauce	
Jumbo Sea Scallops	\$28.00
pan seared with sweet corn, leeks and a Vidalia onion coulis	
Marinated and Grilled Grouper	\$29.00
collard greens, fried grit cake and Grand Marnier Burre Blanc	
Stuffed Airline Chicken Breast	\$19.00
with creamy polenta and grilled asparagus	
Chicken Roulade	\$21.00
sautéed baby spinach, country sausage and goat cheese	
Chicken Caqu au van	\$20.00
fingerling potato confit, Cippolini onions, Benton's bacon with natural jus	
Moularde' Breast of Duck	\$28.00
confit hash, baby braised brussel sprouts and Blackberry reduction	
Guinness Braised Lamb Shank	\$25.00
horseradish mashers and haricots verts	
Grilled Kurabuta Bone in Pork Chop	\$29.00
roasted baby red potatoes, sugar snap peas and demi glace	
Dry Jerk Pork Tenderloin	\$24.00
sweet potato mash, wilted Swiss chard and tomato chutney	
Korean Style Braised Short Ribs	\$28.00
lemongrass fried rice and pickled Napa cabbage and pan jus	



Dessert Choices

New York Style cheese cake

Accompanied with a choice of fruit compote

Raspberry, Blueberry, Strawberry

Lemon or Lime

\$7.50

Turtle Cheese Cake

Served with a Caramel Syrup

And Candied Walnuts

\$7.50

Double Chocolate Layer Cake

Chantilly Cream

Macerated Strawberries

\$7.00

Tennessee Orange Cake

Lemon Cake

Mandarin Oranges

Butter cream icing

\$7.00

S & W Banana Pudding

You need to try ours

\$6.50

Peach Tart

Only the freshest peaches

Make it in this dish

\$7.50

*If a dessert purchased from any other place than S & W there will be a \$1.50 pp
Fee charged to the guest.*



Beverages

Non Alcoholic Beverages

Iced Tea (Meeting Room Only)	\$2.50
Sodas	\$2.50
Coffee	\$2.25
Juices (apple, orange, grapefruit or grape juice)	\$2.75
Assorted punch	\$2.00
Fresh Squeezed lemonade	\$2.25
Energy drinks (Red Bull)	\$4.00
Gatorade (any Flavor)	\$3.00
Drink or Champagne fountain	\$75.00
Pellegrino Sparkling or Panna (non sparkling) Watee	\$6.00

Private Stocked Bar options

Wine and Beer table

With this option excluding special orders you will be charged by the bottle.

Choice of House Wine (Red or White)	\$ per bottle
Wine from our Wine list	\$ per bottle
Domestics Beers (from our regular menu)	\$ per bottle
Import Beers (from our regular menu)	\$ per bottle
Special order Wine (by the case or bottle)	\$ per bottle
Special order Beers (by the case)	\$ per bottle

Attended Bar Options

Bartender fees apply to this option. (A 20.00% gratuity will be added for this option).

Call brands	\$ per shot
Super Calls	\$ per shot
House Wine by the glass	\$ each

All other wine will be charged accordingly by the glass

Domestic Beers	\$4.00 each
Import Beers	\$5.00 each
Soda	\$2.50 each