Psanquet Policies & Procedures



ROOM SELECTION

Daytime events have the choice of one of our three banquet rooms.

Main Room: 120 guests maximum
Front Room: 50 guests maximum*
Oak Room: 30 guests maximum

*If planning a <u>buffet</u> meal in the Front Room for over 30 guests, the Oak Room must also be booked.

All daytime events will have access to the main clubhouse Front Bar.

Evening events will receive exclusive access to the entire main floor of the clubhouse. This includes all three banquet rooms listed above and the front bar.

Room selection is confirmed at the time of booking. Any change after booking is based on availability and not guaranteed.

DEPOSITS AND CANCELLATIONS

All dates are treated on a first come, first served basis. A deposit and a signed contract are required to confirm your date. Should it be necessary for you to cancel, you must do so in writing. Your deposit will be refunded only if the date is rebooked with an event meeting the same minimum. If you should need to change your event date, your deposit may be transferred to your new date only if your current date is a year or more away. If you are under a year from your original date, you will need to put down a new deposit for the new date and the original deposit will not be refunded. Our deposit amounts are as follows:

Daytime Events - Main Room \$500.00
Front Room \$300.00
Oak Room \$200.00
Evening Events - All Rooms \$2,000.00

TIMELINE

If your event is prior to 4:00 pm we offer a 4 hour timeline. Latest timeline option is 12:00 pm - 4:00 pm. If your event is hosted after 4:00 pm, we offer a 5 hour timeline. Choose your five hour period from 5:00 pm - 12:00 am. All timelines must be confirmed at the time of contract signing. Your event space is available 2 hours prior to the event start time for you

or your vendors to begin set up (i.e. 9:00 am for an 11:00 am event). Please note that all timeline options are subject to event schedule and availability.

MENU SELECTION AND PRICING

Please submit your menu at least two weeks in advance of your event. The menu prices are firm for the period indicated on the menu. Beyond that time, prices are subject to change.

MINIMUMS

A dollar minimum must be met for all events. All charges, including tax and service fees assist you in reaching the minimum. Our minimums are as follows:

Events ending by 4:00 PM Main Room \$2,000.00 Front Room \$1,200.00 Oak Room \$500.00

After 4:00 PM

(applies to any room) Mon - Th (year round) \$4,500.00 April – December Friday: \$14,000.00

> Saturday: \$17,500.00 Sunday: \$12,500.00

January – March Saturday: \$14,000.00

Friday/Sunday: \$9,500.00

FINAL COUNTS / PAYMENTS

A final count must be given one week prior to your event. A final plate/head count will be taken during service of the event and Cog Hill will charge for actual meals/guests served or 75% of the final count, whichever is greater. Any special request meals (i.e. gluten free, vegetarian, children's, etc.), are considered guaranteed counts. Payment is due immediately following your event. Payment is accepted in cash or personal check. Please note Cog Hill does not accept credit cards for event payments.

DECOR SET-UP / REMOVAL

Cog Hill requires that all of your items be brought to Cog Hill and removed from Cog Hill the same day as your event. Cog Hill does not provide storage for items prior to or after your event. Vendors may come at the end of the event to pick up their items (ex. florist)

Asreakfast Options



ASSORTE	D BAKERY Doughnuts -or- Danish Bagels & cream cheese Muffins	\$ 43.00/dozen	
CONTIN	ENTAL BREAKFAST Doughnuts, danish, muffins, coffee, tea, decaf	\$ 13.00/person	
BREAKFAST BUFFET Assorted juices, fresh fruit, choice of blueberry crêpes or French toast sticks (+\$1.50/person if you'd like both), breakfast potatoes, scrambled eggs, bacon, sausage, toast, assorted danish, coffee,			
	decaf, tea and soft drinks	. \$25.50/adult, \$17.50/4-12yr	
ADDITIC	ONAL ACCOMPANIMENTS - Priced per person. Must be added Omelet Station Carving Station: Choose Roast Turkey -or- Ham Yogurt Parfait with Granola & Fruit Toppings Biscuits & Gravy Bacon & Sausage Waffle Station Fresh Fruit Bowl Scrambled Eggs Assorted Juices	+\$ 9.25 +\$ 8.00 -\$ 10.00 +\$ 8.25 +\$ 7.50 +\$ 9.50 +\$ 4.50 +\$ 3.75	

Psanquet Pseverage Options



FULL OPEN BAR

Includes all draft beer, bottled beer, wine, and top-shelf liquor.

1 Hour - \$22.00 / person 3 Hour - \$31.00 / person

2 Hour - \$27.00 / person 4 Hour - \$36.00 / person

5 Hour - \$43.00 / person

TAB BAR

Cog Hill will keep a tally of drinks ordered throughout your event and charge based on consumption.

CASH BAR

Guests will be responsible for purchasing their own alcoholic or specialty drinks at the bar.

SPECIALTY BEVERAGES

Punch without Alcohol

An assortment of fresh juices and Sierra Mist with vanilla ice cream and rainbow sherbet, garnished with fresh lemons, limes, oranges and cherries.

\$4.50 per person

Punch with Alcohol
Above recipe plus a liberal amount of vodka & rum
\$6.00 per person

Champagne Punch

House champagne combined with fresh orange juice or cranberry juice, garnished with orange slices.

\$5.50 per person

Choice of any 2 punch bowls \$10.50 per person

Punch Bowls are unlimited for the duration of your event.

BLOODY MARY CONDIMENT STATION

Assorted Sliced Cheeses, Salami, and Freshly Cut Vegetables to Accompany Bloody Marys that are ordered at our Bar (via cash or tab) \$92.00

MIMOSA BAR

House Champagne bottles to mix with guests' choice of orange, cranberry, or grapefruit juice.

Assorted fruit garnishes provided. \$12.00 per person

Plated Entrées

Entrées include: salad, rolls, a starch side, a vegetable side, dessert, coffee, tea, and soft drinks.

Cog Hill asks that you choose one entree to serve at your event, but it is our pleasure to accommodate any dietary restrictions (vegetarian, gluten free, vegan, allergies, etc.)

Please ask our special event managers how we can accommodate all of your guests.

———— ENTRÉE SELECTIONS ————	
Roast Sirloin of Beef*	0
Pot Roast*	0
Filet Mignon	0 (8 oz.) / \$55.00 (6 oz.)
Roast Pork Medallions* with stuffing	0
Baked Ham* Champagne or pineapple glaze	0
Roast Tom Turkey with stuffing	0
Sautéed Breast of Chicken with choice of á la Champagne, Marsala,	
Tuscan, Milano, or Piccata Sauce	0
Broiled Fish Choice of Tilapia or Cod, with lemon butter sauce	0
Seafood Medley Served over angel hair pasta as starch choice	0
Chicken Kiev\$ 27.0	0
Chicken á la King Served over angel hair pasta as starch choice	0
Bruschetta Chicken Angel hair pasta as starch, unless otherwise specified \$ 29.0	0

- Medallions of Beef Tenderloin*
- Petite Chicken Breast with choice of á la Champagne, Marsala, Tuscan, Milano, or Piccata Sauce
- Chicken Oscar
- Mediterranean Beef Kabob

- Grilled Shrimp +\$3.50/person
- Grilled Salmon with Lemon Butter Sauce +\$5.00/person
- Filet Mignon, 6 oz., +\$9.50/person
- Bistro Filet with Bearnaise Sauce, 6 oz., +\$10.00/person

* 30 Guest Minimum for selections marked with an asterisk

CREATE YOUR OWN FAMILY STYLE\$55.00

* 50 Guest Minimum for Family Style

Choose Three Entrées:

- Roast Sirloin of Beef
- Roasted Herb Chicken
- Polish Sausage with Sauerkraut
- Italian Sausage with Bell Peppers & Onions
- Roast Turkey and Stuffing with gravy boats
- Roast Pork and Stuffing with gravy boats

Choose One Pasta:

- Mostaccioli
- Penne Alfredo

- Sauteed Chicken Breast with choice of á la Champagne, Marsala, Tuscan, Milano, or Piccata Sauce
- Baked Ham with Sweet Fruit Glaze
- Pot Roast

Choose One Starch (page 5)

Choose One Vegetable (page 5)

SOUP SELECTIONS:

Add soup +\$4.00/person

- Baked Potato
- Chicken Noodle
- Cream of Chicken
- Cream of Broccoli

- French Onion
- Garden Vegetable
- Minestrone
- Tomato Basil

SALAD SELECTIONS:

House – Spring Mix with Romaine Lettuce, Cherry Tomatoes, Purple Cabbage Served with choice of two dressings: Ranch, Balsamic, French, Italian

Caesar – Crisp Romaine Lettuce with Asiago Cheese and our Homemade Croutons.

Mixed Greens – Mesclun Greens, Pear Slices, Bleu Cheese Crumbles, Dried Cranberries and Candied Walnuts

Drizzled with homemade Balsamic Vinaigrette Dressing +\$2.00/person

STARCH SELECTIONS:

- Angel Hair Pasta
- Au Gratin Potatoes
- Baked Potato
- Garden Rice -or- Rice Pilaf
- Mashed Potatoes

- Oven Browned Potatoes
- Quinoa with Walnuts and Raisins
- Roasted New Potatoes
- Spanish Rice

VEGETABLE SELECTIONS:

- Asparagus +\$2.00/person
- Broccoli with Asiago Cheese
- California Blend Vegetables Broccoli, Cauliflower, Carrots
- Capri Vegetables Yellow Squash,
 Zucchini, Green Beans, Carrots
- Green Beans Amandine
- Honey Glazed Carrots

DESSERT SELECTIONS:

- Cheesecake Strawberry or Blueberry Topping +\$8.50/person
- Chocolate Sundae
- Strawberry Sundae
- Vanilla Ice Cream

- Chocolate Brownie with Vanilla Ice Cream +\$3.00/person
- Mini Old Fashion Shake
- Rainbow Sherbet

CHILDREN'S MENU SELECTIONS:

Ages 12 and Under. Includes Dessert and Soft Drinks

- Chicken Tenders with French Fries
- Hamburger or Cheeseburger with French Fries
- Grilled Cheese with French Fries
- Buttered Noodles with Vegetables

Choose One Entrée from the list above - \$14.00 per younger guest

Hors D'Oeuvres

Cog Hill

GOLF & COUNTRY CLUB

HOT HORS D'OEUVRES — Priced per 100 pieces

Honey Sriracha Chicken Meatballs \$270.00
Mediterranean Chicken Meatball Kabob \$288.00
Mini Reubens \$230.00
Scallops, wrapped in Bacon \$410.00
Shredded BBQ Pork Sliders \$190.00
Shrimp Brochette with Peppers and Onions \$192.00
Shrimp Pot Stickers \$290.00
Smoky Cocktail Franks en Croute
Spanakopita\$232.00
Spinach & Brie Wonton \$182.00
Stuffed Breaded Mushrooms \$270.00
Vegan Meatless Meatballs \$195.00
Vegetable Spring Roll\$215.00

COLD HORS D'OEUVRES — Priced per 100 pieces

Artisan Meat & Cheese Display\$590.00	Fruit & Cheese Display \$450.0	0
Bruschetta\$115.00	Relish Tray, vegetable dip\$105.0	0
Capri Kabobs\$125.00	Shrimp, cocktail sauce\$355.0	0
Fresh Fruit Kabobs, yogurt dip \$225.00	Tavern cheese (2 1/2 lb), crackers\$89.0	0

May we suggest...

With a dinner to follow: four to five hors d'oeuvres per person, per hour of bar. Without dinner: ten to twelve pieces per person.

Station Menu



GOLF & COUNTRY CLUB

CARVING STATION

Chef Attended.

Beef Tenderloin (30 servings)\$	530.00 each
Roasted Turkey (50 servings)\$	375.00 each
Roast Sirloin of Beef (40 servings)\$	450.00 each
Baked Ham (50 servings)\$	340.00 each
Beef Brisket (30 servings)\$	360.00 each
Pig Roast	\$ 12.00 /person (\$500.00 minimum)

-SALAD STATION \$ 9.00 /person

Add grilled chicken + \$4.00/person

- Classic Caesar Salad
- Chef's Salad with Ranch and Balsamic Dressing

Pasta Salad

Seasonal Vegetables & Ranch Dip

PASTA STATION \$ 17.00 /person -

Chef Attended. Add grilled chicken or italian sausage + \$4.00/person

Choose two pastas: Bow Tie Pasta Penne Pasta Tortellini Pasta Choose two sauces: Alfredo Sauce Marinara Sauce Vodka Sauce Pesto Sauce

- TACO STATION \$ 23.00 /person

• Flour Tortillas

• Spanish Rice

Steak Taco Filling

- Condiments
- Chicken Fajita Filling

DESSERT STATION \$ 11.00 /person

Brownies, Cookie Assortment, your Choice of One Cake (Carrot, Red Velvet, or Yellow), add Cheesecake Assortment with Fruit Topping +\$9.50/person

Assorted Cookies per 100 pieces......\$ 125.00

Isanquet Isuffet

\$45.00/person. All banquet buffets include: rolls, butter, coffee, tea, and soft drinks
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-ENTRÉES -

Choose three. For four entrees +\$3.00/person. Minimum 50 guests.

- Roast Sirloin of Beef
- Roasted Herb Chicken
- Polish Sausage with Sauerkraut
- Italian Sausage, Bell Peppers and Onions •
- Sauteed Chicken Breast with choice of á la Champagne, Marsala, Tuscan, Milano, or Piccata Sauce
- Sliced Roast Turkey Breast

- Baked Ham with Champagne or Pineapple Glaze
- Baked Cod in Lemon Butter Sauce
- Pot Roast
- Salmon in Lemon Butter Sauce +\$6.25/person
- Beef Tenderloin Medallions in Demi-Glase +\$8.00/person
- Grilled Shrimp Skewers in Butter Sauce +\$6.00/person
- Filet Mignon, 6 oz. +\$20.00/person

SIDE DISHES -

SALAD *Choose one:*

House - Spring Mix with Romaine and Iceberg Lettuce, Carrot Shavings, Cherry Tomatoes, Purple Cabbage with Homemade Croutons. Served with Two Choices of Dressings.

Caesar – Crisp Romaine Lettuce with Asiago Cheese and our Homemade Croutons.

Mixed Greens – Mesclun Greens, Pear Slices, Bleu Cheese Crumbles,

Dried Cranberries and Candied Walnuts

Drizzled with homemade Balsamic Vinaigrette Dressing +\$4.00/person

- STARCH Choose one: •
- Au Gratin Potatoes
 - Garden Rice -or- Rice Pilaf
 - Mashed Potatoes
 - Oven Browned Potatoes
- Quinoa with Walnuts and Raisins
- Roasted New Potatoes
- Spanish Rice

VEGETABLE Choose one:

- Asparagus +\$2.00/person
- Broccoli with Asiago Cheese
- California Blend Vegetables -Broccoli, Cauliflower, Carrots
- Capri Vegetables Yellow Squash, Zucchini, Green Beans, Carrots
- Green Beans Amandine
- Honey Glazed Carrots

PASTA & SAUCE

Bow Tie Pasta Choose one pasta: •

Choose one sauce: •

- Alfredo Sauce
- Vodka Sauce

Penne Pasta

- Marinara Sauce Pesto Sauce

Tortellini Pasta

DESSERT -

Assorted Cookies and Brownies

Add Cheesecake Slices with Strawberry or Blueberry Topping +\$9.50 per person