

87 FSS Club Wedding Menu

Packages

\$750 for 30 to 99 guests

\$1000 for 100 to 199 guests

\$1250 for 200 to 299 guests

\$1500 for 300 to 350 guests

Wedding package includes a 5 hour event and the following services

***requires purchase of plated or buffet dinner for*

Guaranteed number of guests

- Room setup with tables and chairs
- Dance Floor
- Linens and Napkins
- Champagne and Sparkling Cider for Toast
- Wait Staff to serve your guests
- Cake Cutting
- 1 bartender for every 100 guests (bar closes 30 min prior to end time)

Mary Beth Adam

609-754-2396

Mary.adam@us.af.mil

Add 20% gratuity

Page 1

Appetizers

Cold Hors D'oeuvres

<i>Sliced Seasonal Fruit Tray (serves 50)</i>	<i>\$80</i>
<i>Fresh Vegetable Crudités Tray (serves 50)</i>	<i>\$70</i>
<i>Tomato Basil Bruschetta Tray (serves 50)</i>	<i>\$65</i>
<i>Spinach Dip w/ cubed bread and crackers (serves 50)</i>	<i>\$70</i>
<i>Hummus with vegetables & pita chips (serves 50)</i>	<i>\$75</i>
<i>Assorted Cheese & Cracker Tray (serves 50)</i>	<i>\$80</i>

Hot Hors D'oeuvres

<i>Fancy Meatballs (80 pieces)</i>	<i>\$60</i>
<i>Choice of BBQ, Swedish, or Sweet * Sour Sauce</i>	
<i>Chicken Wings (70 pieces)</i>	<i>\$85</i>
<i>Choice of BBQ, Mild, or Hot Sauce</i>	
<i>Jalapeño Poppers with Monterey Jack (50 pieces)</i>	<i>\$60</i>
<i>Mini Assorted Quiche (50 pieces)</i>	<i>\$78</i>
<i>Mini Brie Raspberry Puffed Pastry (50 pieces)</i>	<i>\$120</i>
<i>Mini Egg Rolls with Plum Sauce (60 pieces)</i>	<i>\$50</i>

Add 20% gratuity

Dinner Buffet

Included with dinner buffet is a choice of garden salad with a choice of (2)

Dressings or Caesar salad, choice of entrees, starch, vegetable,

Rolls, butter, water, coffee, and hot tea service

2 Entrees \$25 per person

3 Entrees \$28 per person

Entrees

Chicken Cordon Bleu Pasta

Chicken Marsala

Blackened Chicken

Lemon Baked Chicken

London Broil

Sliced Roast Beef in Mushroom Gravy

Char-Grilled Salmon

Char-Grilled Cod

Baked Stuffed Shells

Eggplant Parmesan

Pasta Primavera

Puttanesca Pasta (gluten free)

Vegetables (choose one)

Whole Green Beans with Almonds

Glazed Baby Carrots

Mixed Vegetables

Broccoli Spears

Starches (choose one)

Rice Pilaf

Garlic Whipped Potatoes

Roasted Rosemary Potatoes

Whipped Potatoes

Add 20% gratuity

Plated Dinner

*Included with dinner is a salad, starch, vegetable,
Rolls, butter, water, coffee and hot tea service*

Salads (choose one)

Fresh tossed greens with tomatoes, cucumbers, and carrots

Spring mix with tangerines & raspberry vinaigrette dressing

Caesar salad with herbed croutons

Entrees (choose two only)

Chicken Supreme \$21 per person

Chicken breast sautéed in herb garlic & white wine topped with supreme sauce

Chicken Marsala \$21 per person

Sautéed boneless chicken breast topped with a Marsala Wine mushroom sauce

Chicken Cordon Bleu \$23 per person

Chicken breast stuffed with ham & Swiss cheese

Filet Mignon \$34 per person

Marinated and grilled topped with burgundy hotel butter

Roasted Prime Rib \$28 per person

8 oz. prime rib served with au jus

London broil \$23 per person

Marinated and grilled, sliced served medium with a demi-glaze

Herb Roasted Strip Loin \$25 per person

Tips of beef sirloin sautéed with mushrooms, served in burgundy sauce

Grilled Salmon \$24 per person

Topped with a white wine sauce

Stuffed Flounder \$24 per person

Flounder stuffed with seasoned crabmeat, topped with a lemon sauce

Pasta Primavera \$18 per person

Penne pasta with sun dried tomatoes, Asparagus in a rose' sauce

Vegetables (choose one)

Whole green beans with almonds

Glazed baby carrots

Broccoli and cauliflower medley

Mixed vegetables

Starches (choose one)

Rice pilaf

Garlic whipped potatoes

Roasted rosemary potatoes

Whipped potatoes

Add 20% gratuity

CATERING TO YOU

Our Goal is to Provide
Quality, Consistent Service and Exceptional,
Creative Cuisine to Our Members and Their Guests.

We are happy you picked the JB McGuire-Dix-Lakehurst Collocated Club for your catering needs and stand ready to make your event memorable.

Our menus include our most popular items. If you prefer to customize a menu, our catering staff will be happy to work with you. Our experienced staff will offer suggestions and recommendations for theme parties and/or packages that will make your event unique.

Your caterer will help you plan for additional items needed, over and above the standard banquet needs. Please take time to review this Club Catering packet to help plan your next event.

We appreciate the opportunity to serve you!

Thank You,
Club Management and Staff

GETTING STARTED

We need some information to book your wedding party, which you may provide at your booking appointment.

Please provide the following:

- Host/sponsor's name
- Telephone numbers (personal and duty) and email
- Date and time of party
- Copy of Tommy B's Community and Activity Center contract
- Approximate number of attendees
- Serving time for cocktails and dinner

A signed contract with a credit card authorization form is required to book your party and will be expected at the end of our booking appointment.

Final details must be made 10 days prior to the scheduled event. The club staff will follow up with you to ensure all arrangements are finalized.

CLUB POLICIES

To implement a successful event, certain club policies are in place to ensure quality, consistent service and exceptional, creative cuisine to our members. Please review the information below. Our catering staff will be happy to answer your questions about these guidelines. We look forward to serving you!

Guest Entrance through the Main Gate

It is the responsibility of the Security Forces to stop all vehicles and *perform 100% ID checks.*

The caterer will go over the proper documentation required from all guests to gain base access to attend your event.

It is up to each POC to ensure all paperwork is handed in to Security Forces at least one week prior to all events.

Guarantees

To ensure the right items and quantities are on hand for your event, please provide your menu selection ten (10) business days in advance. We want to prepare sufficient food for the guaranteed number of attendees. We will work with the host/sponsor on any changes required.

Payments

Cash, personal check, your club card, and any commercial Visa or Master Card is accepted for party payments. All events are required to be paid 5 business days before the event.

Serving Times

We pride ourselves in meeting the serving time listed on your contract. If, for any reason, you need to delay the serving time, please advise the catering staff as soon as possible to ensure quality, taste and eye appeal of your meal. For meal service requests at other than normal operating club hours, special pricing may apply. Management will work with you to identify those charges in advance and, if applicable, will clearly indicate the charges on your contract.

Food and Beverage

You may bring food items such as wedding cakes into the club. Should you have any other requirements, please ask our staff. Additionally, for the safety of our members, all food and beverages are either consumed or disposed of in the club. Exceptions are made when unusual circumstances occur; for example, inclement weather that prevents many guests from attending.

Multiple Entrees

The POC is responsible for providing color codes on plated luncheons and dinners where multiple entrees are ordered. This use of colored nametags, place cards, or tickets helps the servers distinguish what entrée to serve each guest, expediting service and ensuring each guest receives what they ordered.

Specialized Audio Visual and Vendor Guidelines

For your convenience microphones, podiums, and projection screens may be available to support your function through Tommy B's Community and Activity Center (CAC). Identify your needs to the CAC well in advance of the function so they can reserve these items for you.

If any outside vendor delivers items to the CAC, they must coordinate with the Catering Department to receive clearance to come onto the base.

Cancellations

Cancellation requests **MUST** be received in writing *no later than 5 days* prior to the event date. Cancellation fees may apply.

Service Charge

The total contracted food and beverage costs will include a service charge of 20% for all in-house parties. There is no service charge on pay-as-you-go bar sales.

Decorations

To preserve the beauty of the club for all members and their guests we request no nailing, tacking or taping to the walls, ceiling or another part of the club without approval of club management. The host/sponsor is financially responsible for any damages to the facility resulting from misuse of decorations. With the exception of place cards and some individual table decorations, all decorations must be fire resistant and meet the codes of the base Fire Department. Our catering staff will assist you in coordinating your decorations in accordance with the fire codes.

Please coordinate the time you plan to decorate your tables and area with the catering staff to ensure there is no conflict with other functions.

No glitter or confetti may be used, otherwise a \$300 clean up fee will be charged to the POC.

Table Skirting and Linens

We have table skirts and linens available in several colors for your celebration. In addition, the Catering Manager can order specialty linens and skirts for a nominal fee.

Table Numbers

We have table numbers available and will place them on the tables to correspond with the seating arrangements as requested. There is no charge for this service.

Bird Seed/ Flower Petals

The throwing of birdseed or flower petals at wedding receptions is an accepted custom. Throwing of rice is not permitted due to the health hazard it presents to wildlife. The Club Manager must approve the throwing of any other materials. A modest cleanup fee will be charged for throwing items inside the club or in the entrance area outside the club.

Property, Liability and Damages

Neither the club, nor the Air Force is liable for any loss or damage to, merchandise, equipment, or articles left in any facility prior to, during, or following any event. The host/sponsor will be held responsible for any losses or damage to the building, equipment, house decorations or fixtures belonging to the club/base caused by the host/sponsor or guests. Damages will be billed to the host/sponsor at market replacement cost plus labor.

BEVERAGE POLICIES AND CHARGES

Beverages

Beverages can be provided by a private bar for your guests. We have a "designated driver" program that provides free coffee, soda, and juice to drivers you designate from your group. The club staff will stop serving alcoholic beverages to any individual they feel is intoxicated or nearing intoxication.

Party Bars

There are two types of bars:

Pay-as-you-go Bar

Guests order and pay for their drinks. Standard lounge drink prices apply. There is no service charge added to this type of bar service.

Open Bar

The host/sponsor agrees to pay for all drinks served. Drinks are dispensed to the guests free of charge with the host/sponsor assuming responsibility for payment.

An open bar can be set up with a predetermined dollar amount or time limit. The dollar limit amount will be annotated in the contract. A register tab will be computed until the pre-set limit is reached. A 20% service charge will be applied to the final bar total.

There is a \$100 sales guarantee per bar per hour (minimum 2 hours). If your party does not meet these minimums, the difference will be charged on your final catering bill.

The host/sponsor is responsible for assuring minors do not consume supervised or unsupervised alcoholic beverages.

HELPFUL PLANNING INFORMATION

Our Catering Department will assist you in planning your special event. However the information listed below will help you understand the appropriate amounts needed for your function.

Equivalents

Bottle of Champagne:	=	8 glasses for toasting
Liter Carafe Wine:	=	8 glasses (4 oz per glass)
Liter Liquor:	=	32 drinks
Gallon Punch:	=	30 servings (4 oz per glass)
Half Barrel of Beer	=	180-200 glasses (10 oz per glass)
Qtr. Barrel of Beer	=	90-100 glasses (10 oz per glass)