



Island Milos, Greece

# Venus de Milo

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## BANQUETS & CATERING

### *Private Party Banquet Menu* *Practicing the Fine Art of Hospitality*

*Celebrating more than 59 years of award winning cuisine and outstanding service at an unmatched value. Whether you are planning an elegant wedding, a baby shower, or a corporate event, our professional staff will make your occasion memorable.*

75 Grand Army Highway | Swansea, MA 02777 | (508) 678.3901 | [venusdemilo.com](http://venusdemilo.com)



## *Cocktail Reception*

Venus de Milo offers a wide variety of stationary and passed hors d'oeuvre cocktail receptions to suit any occasion. We are happy to create a unique package specifically suited for you and your guests.

### **Stationary Displays**

Elegant table-top displays to enhance your cocktail parties, banquets, and weddings.

*Priced per guest*

#### **Domestic & International Cheese Display**

A decorative display of imported and domestic cheeses served with garlic spread and cheddar spread on gourmet crackers garnished with green and red grapes \$4.00

#### **Fiesta Table**

A colorful display of salsas, salsa verde, chili con queso, black bean, corn salad, guacamole, and sour cream with warm chicken quesadillas and assorted white and blue chips \$5.00

#### **Breads & Spreads**

An assortment of our chef's savory spreads (choice of 3) Pesto, Buffalo Chicken, Sun Dried Tomato/Roasted Pepper, Venus Seafood, Garlic Humus, or French Onion. Served with sliced French Baguette, Gourmet Crackers, and Grissini in a tiered display featuring Domestic and Imported cheeses, Fresh Vegetable Crudit  and Fresh Fruit \$5.00

#### **Mediterranean Display**

Chef's assortment of flavored humus, tabbouleh, sun-dried tomato spread and savory white bean dip. Served with baked pita chips and fresh pita bread \$6.00

#### **A Taste of Tuscany**

A creative sampling of Tuscan Cuisine; Genoa Salami, Prosciutto, Italian Ham, imported cheeses, roasted red peppers, pepperoncini peppers, assorted olives, grilled vegetables and white bean dip. Accompanied by bruschetta, sliced French baguette, gourmet crackers and grissini \$8.00

#### **New England Raw Bar**

Extra-large shrimp, oysters and littlenecks in a fanciful display with lemon wedges, classic cocktail sauce, hot sauce, and horseradish sauce **MARKET PRICE**

**ADDITIONAL FEATURES:** New England Clam Chowder or Lobster Bisque

# Stationary Hors D 'Oeuvres

*Minimum 3 items  
(Priced per guest)*

## Cold Hors D 'Oeuvres

### Bruschetta

Garlic toasted rounds with fresh tomato basil \$4.00

### Shrimp Cocktail

Jumbo Shrimp with traditional cocktail sauce and lemon \$8.00

## Hot Hors D 'Oeuvres

### Hot Mozzarella Cheese Sticks

served with marinara dipping sauce \$4.00

### Spanakopita

Mediterranean phyllo triangles with spinach and feta \$4.00

### Boneless Chicken Fingers

with buffalo, sweet & sour or BBQ sauce \$4.00

### Stuffed Mushroom Caps

with rice and meat \$5.00 or crabmeat \$6.00

### Scallops wrapped in Bacon

New England Scallops, wrapped in bacon touched with maple \$6.00

### Chourico in Puff Pastry

Spicy Portuguese Sausage wrapped in buttery French puff pastry \$6.00

### Vegetable Spring Rolls

Served with sweet and spicy Thai sauce \$5.00

### Coconut Shrimp

With tangy Hawaiian sauce \$6.00

### Coconut Chicken

With tangy Hawaiian sauce \$6.00

### Cape Cod Crab Cakes

Served with our spicy house sauce \$6.00

### Meatballs

Swedish, marinara, sweet & sour, or BBQ \$4.00

### Fried Calamari

With hot pepper rings \$5.00

### Southern Style BBQ Spare Ribs \$5.00

### Clams Casino with Bacon

Stuffed clams topped with buttered crumbs and bacon \$6.00

### Venus Stuffies

Little necks with a chourico and cracker stuffing \$6.00

\*\*ADDITIONAL STATIONARY ITEMS ALSO AVAILABLE UPON REQUEST

# Passed Hors D 'Oeuvres

An eclectic assortment of comfort and fancy foods elegantly plattered and garnished, passed by our gracious Service Staff.  
*Sold by the Piece. Minimums may apply.*

## Cold Hors D 'Oeuvres

### Bruschetta

Garlic toasted rounds with fresh tomato basil \$2.00

### Smoked Salmon on Cucumber Rounds

Smoked Salmon, capers and sour cream on cucumber rounds \$3.00

### Fresh Melon Wrapped in Prosciutto

Bite-sized melon wrapped in imported prosciutto ham \$3.00

### Crudité

Celery, carrot, green peppers, broccoli with ranch or blue cheese \$3.00

### Sliced Seasonal Fruit

A variety of sliced seasonal fruits \$4.00

## Hot Hors D 'Oeuvres

### Hot Mozzarella Cheese Sticks

Served with marinara dipping sauce \$2.00

### Spanakopita

Mediterranean phyllo triangles with spinach and feta \$2.00

### Stuffed Mushroom Caps

with rice and meat \$2.95 or crabmeat \$4.00

### Scallops wrapped in Bacon

New England Scallops, wrapped in bacon touched with maple \$3.00

### Chourico in Puff Pastry

Spicy Portuguese Sausage wrapped in buttery French puff pastry \$3.00

### Vegetable Spring Rolls

Served with sweet and spicy Thai sauce \$3.00

### Coconut Shrimp

With tangy Hawaiian sauce \$3.00

### Coconut Chicken

With tangy Hawaiian sauce \$3.00

### Mini Beef Wellington

Classic beef in puff pastry with horseradish cream sauce \$4.00

### Mini Lobster Pot Pies

Maine Lobster "Stew" in flaky cups \$4.00

### Cape Cod Crab Cakes

Served with our spicy house sauce \$3.00

### Meatballs

Swedish, marinara, sweet & sour, or BBQ \$2.00

### Clams Casino with Bacon

Stuffed clams topped with buttered crumbs and bacon \$3.00

### Venus Stuffies

Littlenecks with a chourico and cracker stuffing \$3.00

**\*\*ADDITIONAL STATIONARY ITEMS ALSO AVAILABLE UPON REQUEST**

# Deluxe Dinner Entrées

## Deluxe dinners include the following:

Venus de Milo Minestrone Soup, Choice of Starch, Vegetable, Dessert, Coffee and Tea  
*Add Family Style Salad (3.00) or Individual Salad (4.00)*  
*Select entrees can be served Family Style for additional cost per guest*

### ~ Poultry ~

#### \*Oven Roasted Turkey

With sausage stuffing served with cranberry sauce and gravy \$24.00

#### Roast Stuffed Half Chicken

Stuffed with our signature sausage stuffing served with cranberry sauce and gravy \$27.00

#### Chicken Mozambique

Classic Portuguese recipe in a spicy Portuguese Saffron and garlic sauce served with rice \$27.00

#### \*Chicken Picatta

Breaded chicken breast with lemon butter sauce topped with capers \$27.00

#### Chicken Parmesan

Breaded chicken breast topped with marinara sauce and mozzarella \$27.00

#### Chicken Français

Batter dipped chicken breast sautéed in butter with lemon wine sauce \$28.00

#### \*Boneless Stuffed Breast of Chicken

Stuffed with our signature sausage stuffing served with chefs' gravy \$29.00

#### Famous "Venus Chicken de Milo"

Boneless chicken breast stuffed with asparagus and red pepper served in puff pastry served with our specialty sauce \$31.00

~ADD (2) SHRIMP TO ANY ENTRÉE (\$7.00) ~

### ~ Beef and Pork ~

#### Roasted Pork Loin

Herb Crusted sliced pork loin with port wine demi glaze \$22.50

#### \*Marinated Portuguese Steak

Top sirloin Steak in a spicy Portuguese sauce then oven roasted \$32.50

Also available as duet option with Shrimp Mozambique (add 8.00)

#### \*Roast Sirloin

Sliced individually, a generous cut of Roast Top Sirloin with au jus or mushroom gravy \$32.50

#### Roast Prime Rib of Beef 12 oz.

A generous cut of our aged Prime Rib with au jus \$34.50

#### Sirloin Steak

Oven broiled 12 oz. Sirloin Steak served with sautéed mushroom caps or au poivre sauce \$39.50

#### Broiled Filet Mignon 10 oz.

Tender Beef Filet Mignon with your choice of one of our gourmet sauces burgundy, mushroom or béarnaise sauce \$47.50

### ~ Seafood ~

#### \*Baked Boston Scrod

Fresh filet of New England Scrod topped with buttered cracker crumbs \$29.50

#### Baked Jumbo Shrimp

With traditional cracker topping (5) or scallop stuffing (4) \$32.50

#### \*Classic Stuffed Filet of Sole~

Baked with a crabmeat stuffing served with our famous Newburg Sauce \$32.50

#### Venus Signature New England Lobster Casserole or Pot Pie

A great, hearty New England specialty featuring fresh lobster meat in a creamy casserole with either crumb topping or fresh vegetables in a golden crusted pot pie \$37.50

\*Family Style: 1 item add \$3 per person~ 2 items add \$5 to higher priced meal~ 3 items add \$7 to highest priced meal

# Deluxe Dinners Continued

## Our Famous Lobster Entrées & Duets

Fresh Maine Lobster stuffed with lobster meat topped with cracker crumbs

### Sizes:

**Small 1 to 1 1/2 lb**

**Medium 2 to 2 1/2 lb**

**Large 3 to 3 1/2 lb**

MARKET PRICE

**Steamed Maine Lobster- MARKET PRICE**

### Surf & Turf Suprema

#### #1 Jr. Prime Rib

With three jumbo baked cracker shrimp \$38.00

#### #2 Jr. 6 oz. Filet Mignon

With three jumbo baked cracker shrimp \$48.00

#### #3 Jr. 6 oz. Filet Mignon

With lobster tail sauté \$54.00

## Deluxe Dinner Side Dishes & Dessert

*(Below items come with all plated dinners at no extra cost unless otherwise specified)*

*Add Family Style Salad (3.00) or Individual Salad (4.00)*

### Soups:

*Served Family Style*

Venus Minestrone Soup or Chicken and Rice Soup

New England Clam Chowder (\$2.00)

Lobster Bisque (\$6.00)

### Potato, Rice or Pasta:

**Potato:** Baked, Mashed, Oven Brown, Garlic Roasted Red Bliss, Garlic Red Bliss Mashed, Delmonico Potatoes (\$2.00), Baked Stuffed Potato (\$3.00)

**Rice:** Rice Pilaf, Portuguese rice, Spanish rice, Asian rice, Cape Verdean rice

**Pasta:** Penne, Bowtie, Shells, Mezzani ~ Choice of sauce: Cream Sauce, Marinara, Pesto, or Meat Sauce (\$2.00)  
Antipasto ( \$3.00), Spinach Salad with fresh strawberries, bleu cheese, and red onion topped with glazed walnuts (\$3.00)

### Vegetables:

Peas & Baby Carrots, Peas & Corn, Buttered Corn with Diced Carrots, Mixed California Vegetables, Buttered Baby Carrots, String Beans Almondine (\$1.00), Hawaiian Carrots, Asparagus (\$1.00), Butternut Squash (\$1.00), Sugar Snap Peas (\$2.00), Sautéed Fresh Fancy Vegetables (\$2.00)

### Desserts:

Vanilla Ice Cream with Strawberry, Chocolate, or Crème de Menthe Topping,

Chocolate Mousse, Chocolate Cake, Platter of Assorted Pastries

### Special Desserts

Italian Spumoni (\$2.00), Deluxe Cheesecakes (\$3.00), Boston Crème Pie (\$3.00), Tiramisu (\$4.00),

Fresh Berries or Strawberry Romanoff (\$5.00)

### Dessert Buffets

Chocolate Fountain Display with a choice of three items (Pretzels, Pineapples, Strawberries, or Marshmallows) (\$8.00), Cheesecake with Assorted Toppings (\$5.00) Cakes (\$4.00), Late Night Cookies and Milk or Hot Chocolate (\$4.00)

# Signature Buffets

*All Buffets include a Coffee Station, Rolls and Butter*

## Standard

**(Choice of 1):**

*Not available Saturday pm*

**Carving Station:** Danish Ham, Roast Turkey or Roast Pork

Roasted, Southern Fried, Jerk or Balsamic Vidalia Chicken

Delmonico, Oven Roasted or Mashed Potatoes

Pasta with Marinara, Pasta with Meat Sauce or Mac & Cheese

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Assorted Mini Pastries and Mousse or Ice Cream

**\$23.00**

## Classic

**(Choice of 1):**

**Carving Station:** Danish Ham, Roast Turkey or Roast Pork

Roasted, Southern Fried, Jerk or Balsamic Vidalia Chicken

Baked Scrod with Cracker Crumb Topping

Delmonico, Oven Roasted or Mashed Potatoes

Pasta with Marinara, Pasta with Meat Sauce or Mac & Cheese

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Assorted Mini Pastries and Mousse or Ice Cream

**\$28.00**

## The Delphi

**(Choice of 1):**

**Carving Station:** Danish Ham, Roast Turkey, or Roast Pork

Roasted, Southern Fried, Jerk or Balsamic Vidalia Chicken

Baked Scrod with Cracker Crumb Topping

Seafood Newburg

Delmonico, Oven Roasted or Mashed Potatoes

Pasta with Marinara, Pasta with Meat Sauce or Mac & Cheese

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Assorted Mini Pastries and Mousse or Ice Cream

**\$38.00**

## The Forum

Prime Rib of Beef

**(Choice of 1):**

**Carving Station:** Danish Ham, Roast Turkey or Roast Pork

Chicken Cordon Bleu ~ Boston Baked Scrod

Seafood Newburg

Delmonico, Oven Roasted or Mashed Potatoes

Pasta with Marinara, Pasta with Meat Sauce or Mac & Cheese

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Assorted Mini Pastries and Mousse or Ice Cream

**\$42.00**

## The Oracle

**Prime Rib of Beef**

**(Choice of 1):**

**Carving Station:** Danish Ham, Roast Turkey or Roast Pork

Chicken Cordon Bleu ~ Boston Baked Scrod

Fried Louisiana Shrimp

Seafood Newburg

Delmonico, Oven Roasted or Mashed Potatoes

Pasta with Marinara, Pasta with Meat Sauce or Mac & Cheese

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Deluxe Dessert Display of Mini Pastries, Cakes, Mousse or Crèmes

**\$48.00**

## The Venus

**Prime Rib of Beef**

**Sautéed Lobster**

**(Choice of 1):**

**Carving Station:** Danish Ham, Roast Turkey or Roast Pork

Chicken Cordon Bleu ~ Boston Baked Scrod

Fried Louisiana Shrimp

Pasta Ciopini

Delmonico, Oven Roasted or Mashed Potatoes

Rice Pilaf

Chef's Vegetables

Tossed Garden Salad or Caesar Salad

Ultra-Display of Specialty Mini Pastries, Cakes, Fresh Fruits,  
Mousse or Crèmes

**\$59.00**

*Add Soup Station: Venus Minestrone Soup (\$3.00). New England Clam Chowder (\$4.00)*

*Please note our Saturday evening functions require a \$35 per person food minimum*

# **Ethnic Plated Dinner Entrées**

*All Ethnic Plated Dinners include a Coffee Station, Rolls and Butter*

## **Asian**

Assorted Rolls and Fresh Creamery Butter  
Family Style Minestrone Soup  
Family Style Asian Salad

### **Appetizer**

Teriyaki Chicken or Hoisin Pork Spare Ribs

### **Entrée**

#### **Choice of one**

Chinese Pork Roast, Hoisin, Orange, or Thai Chili Chicken,  
Szechuan Beef with Broccoli, or Beef with Chinese Vegetables

#### **Your Choice of:**

Pork Fried Rice, Jasmine Rice, Vegetable, Dessert  
*(see side dishes and desserts)*

**\$29.00**

## **Spanish**

Assorted Rolls and Fresh Creamery Butter  
Family Style Minestrone or Tortilla Soup  
Family Style Spanish Mixed Green Salad

### **Appetizer**

Chicken or pork empanada

### **Entrée**

#### **Choice of one**

Black or Red Chicken Mole  
Swordfish with Mango Salsa  
Chipotle Pork  
Arroz Avelenciana  
Carne Assada (\$2.00)

#### **Your Choice of:**

Mofongo or rice and beans, vegetable, dessert  
*(See side dishes and desserts)*

**\$29.00**

*Please note our Saturday evening functions require a \$35 per person food minimum*



# Ethnic Plated Dinner Entrées Continued

*All Ethnic Plated Dinners include a Coffee Station, Rolls and Butter*

## Italian

Assorted Rolls and Fresh Creamery Butter  
Family Style Chicken and Rice or Minestrone Soup  
Antipasto or Family Style Tossed Salad with Oil & Vinegar  
Family Style Mezzani with Tomato-Meat Sauce  
*White Clam Sauce (2.00)*  
*Both White & Red Sauce (3.00)*

### Entrée

#### Choice of one

Baked stuffed Native Half Chicken  
Roast Stuffed Turkey  
Stuffed Boneless Breast of Chicken (2.00)  
Veal Parmigiano (2.00)

#### Your Choice of:

Potato, Vegetable & Dessert  
*(See side dishes and desserts)*

*Substitutions for above: Mezzani- Shells, Fettuccini, Linguini or Spaghetti  
Ravioli with cheese (1.00) or Ravioli with Meat (2.00)*

**\$32.00**

## Portuguese

Assorted Rolls and Fresh Creamery Butter  
Family Style Minestrone Soup or Canja  
Family Style Tossed Salad  
Baked Scrod Appetizer (Cebolada or Cracker Topping)  
*Add Portuguese Rice to Scrod Appetizer (1.00)*

### Entrée

#### Choice of one:

Baked Stuffed Native Half Chicken or Roast Stuffed Turkey with American or Chourico Stuffing  
Stuffed Boneless Breast of Chicken (1.00)  
Portuguese Steak (3.00)  
Batata Assada or Arroz a Portuguesa

#### Your Choice of:

Potato, Vegetable, or Dessert  
*(See Side Dishes and Desserts)*

**\$32.00**

*Please note our Saturday evening functions require a \$35 per person food minimum*

# Ethnic Buffets

*All Buffets include a Coffee Station, Rolls and Butter*

## Spanish

### Durango Pork

Boneless pork loin glazed with  
a paprika orange glaze

*Substitutions: Chipotle Pork or Chorizo Stuffed Pork Loin*

### San Carlos Chicken

Bone-in chicken marinated in white wine, herbs,  
Goya, paprika, onions, and garlic

*Substitutions: Black Mole Chicken or Red Mole Chicken*

### La Romana Paella

White rice cooked with pieces of chicken breast,  
chorizo, chicken broth, green peppers, garlic,  
onions, chopped tomatoes, saffron

*Substitutions: Chipotle Chicken and Rice*

### Spanish Rice

Rice with corn, jalapenos, chili powder, cumin  
powder, and chopped cilantro cooked in chicken  
broth

*Substitutions: Mofongo or beans*

### San Juan Vegetables

Sautéed mixed vegetables with lemon juice and  
seasoning

*Substitutions Grilled corn*

### Coba Salad

Sliced grilled chicken served over a mixed salad of  
romaine & iceberg lettuce with shredded red  
cabbage, carrots, black olives, white cheddar cheese  
and tortilla strips served with lime vinaigrette  
dressing

*Substitutions: Mixed green salad with scallions, mango, black  
beans, and corn with cilantro lime vinaigrette dressing*

### Assorted Dessert Pastries

**\$27.00**

## Portuguese

### Carne Alentejana

Pork & Little necks

### Chourico com Pimentas

Chourico & Peppers

### Bacalhau a Gomes de Sa

Fish Casserole

### Peito da Galinha Mozambique

Chicken Mozambique

### Batata Assada

Roasted Potato

### Arroz a Portuguesa

Portuguese Rice

### Salada Portuguesa

Salad with Oil & Vinegar

### Curtumes Variados e Azeitonas

Portuguese Pickles & Olives

### Pasterlaria Variada

Variety of Pastries

### Café, Pao e Manteiga Incluído

Coffee, Bread & Butter Included

**\$33.00**

### Additional Considerations

**Costeletas de Porco** (Barbeque Spare Ribs) ~ **\$2.00**

**Carne a Portuguesa** (Portuguese Beef) ~ **\$2.00**

*Add Soup Station: Venus Minestrone Soup (\$3.00) New England Clam Chowder (\$4.00)  
Please note our Saturday evening functions require a \$35 per person food minimum*

# Ethnic Buffets Continued

*All Buffets include a Coffee Station, Rolls and Butter*

## Asian

### **Chinese Pork Roast with Caramelized Onion Sauce**

Boneless pork loin marinated with soy sauce, ginger root, sherry wine, and honey slowly roasted and served with caramelized onion sauce

### **Hoisin Chicken**

Charcoal grilled chicken breast marinated in hoisin sauce, red wine, scallions, garlic cloves, ginger root, and Asian hot chili paste

*Substitutions: Orange or Thai Chili Chicken*

### **Seafood Rice**

Authentic Cantonese fried rice tossed with grilled shrimp and scallops

*Substitutions: Seafood lo mein or jasmine rice*

### **Howloon Cod**

Fresh Cod topped with seasoned Japanese bread crumbs

*Substitutions: Sweet and Sour Shrimp*

### **Szechuan Beef with Broccoli**

Asian style pepper steak with ginger root, oyster sauce, sherry wine, garlic, green pepper julienne, and fresh broccoli florets

*Substitutions: Beef with Chinese vegetables or pepper steak with pearl onions*

### **Hoisin Spare Ribs**

Roasted baby back short ribs marinated in hoisin sauce, red wine, scallions, garlic cloves, ginger root, and Asian hot chili paste

*Substitutions: Teriyaki or Cha Siu Beef Spare Ribs*

### **Asian Stir-Fried Vegetables**

Carrot slices, broccoli florets, red pepper spears, snow peas, bamboo shoots, water chestnuts, celery slices, and bean sprouts in a traditional soy garlic sauce

### **Asian Chicken Salad**

Teriyaki Chicken served over a salad mix of romaine and iceberg lettuce, spinach, mandarin orange wedges, shredded red cabbage, shredded carrots, green onions, and lo mein noodles served with honey oriental sesame vinaigrette

### **Assorted Dessert Pastries**

**\$32.00**

*Add Soup Station: Venus Minestrone Soup (\$3.00) New England Clam Chowder (\$4.00)  
Please note our Saturday evening functions require a \$35 per person food minimum*

# Venus de Milo

## Wedding Reception Package #1

*Not available Saturday pm*

5 Hour Room Rental  
Dedicated Event Manager  
Hurricane Globe Centerpieces with Candles  
Table Covers (House Standard Colors)  
Napkins (House Standard Colors)  
Complimentary Up lighting  
Lit Trees

### Passed Hors d'oeuvres

*Choice of two:*

Chicken Tenders, Mozzarella Sticks, Vegetable Spring Rolls, or Coconut Chicken

### Breads and Spreads Display for Cocktail Hour

*(5.00 per guest)*

*\*Choice of 3 Spreads:*

An Assortment of Our Chef's Savory Spreads: Pesto, Buffalo Chicken, Spinach Artichoke Dip, Sun-Dried Tomato/Roasted Pepper Spread, Venus Seafood Spread, Garlic Hummus, or French Onion. Served with Sliced French Baguette, Gourmet Crackers and Grissini in a Tiered Display featuring Domestic and Imported Cheeses, Fresh Vegetable Crudité and garnished with Fresh Fruit

### Soup or Salad

Family Style Minestrone Soup or Tossed Garden Salad

### Champagne Toast

### Entrée

*Choice of one:*

Boneless Stuffed Breast of Chicken

Roasted Turkey Breast

Roast Pork Loin

*Substitute Baked Scrod (add \$3.00 per person)*

*Accompanied with your choice of Potato and Vegetable*

### Dessert

Your Wedding Cake, Assorted Dessert Pastries & Coffee and Tea

**\$32.00**

*Please note our Saturday evening functions require a \$35 per person food minimum*

# **Venus de Milo**

## **Wedding Reception Package #2**

5 Hour Room Rental  
Dedicated Event Manager  
Hurricane Globe Centerpieces with Candles  
Table Covers (House Standard Colors)  
Napkins (House Standard Colors)  
Complimentary Up lighting  
Lit trees

### **Passed Hors d'oeuvres**

Scallops Wrapped in Bacon and Bruschetta Caprese

### **Breads and Spreads Display for Cocktail Hour**

*\*Choice of 3 Spreads:*

An Assortment of Our Chef's Savory Spreads: Pesto, Buffalo Chicken, Spinach Artichoke Dip, Sun-Dried Tomato/Roasted Pepper Spread, Venus Seafood Spread, Garlic Hummus, or French Onion. Served with Sliced French Baguette, Gourmet Crackers and Grissini in a Tiered Display featuring Domestic and Imported Cheeses, Fresh Vegetable Crudité and garnished with Fresh Fruit

### **Soup and Salad**

Family Style Minestrone Soup and Tossed Garden Salad

### **Champagne Toast**

### **Choice of Entrées**

*Choice of two:*

Boston Baked Scrod

8 oz. Prime Rib of Beef

10 oz. Sirloin Steak

Breast of Chicken with 3 Baked Stuffed Shrimp

*Accompanied with your choice of Potato and Vegetable*

### **Dessert**

Your Wedding Cake served with Ice Cream or Assorted Dessert Pastries & Coffee and Tea

***\$48.00***

# **Venus de Milo**

## **Wedding Reception Package #3**

6 Hour Room Rental  
Dedicated Event Manager  
Hurricane Globe Centerpieces with Candles  
Square Mirror Centers  
Table Covers (House Standard Colors)  
Napkins (House Standard Colors)  
Complimentary Up lighting  
Lit trees

### **Passed Hors d'oeuvres**

*Choice of 3:*

Stuffed Mushrooms, Brie and Berry Canapés, Coconut Chicken, Coconut Shrimp,  
Scallops Wrapped in Bacon, or Mini Beef Wellington

### **Breads and Spreads Display for Cocktail Hour**

*\*Choice of 3 Spreads:*

An Assortment of Our Chef's Savory Spreads: Pesto, Buffalo Chicken, Spinach Artichoke Dip, Sun-Dried Tomato/Roasted Pepper Spread, Venus Seafood Spread, Garlic Hummus, or French Onion. Served with Sliced French Baguette, Gourmet Crackers and Grissini in a Tiered Display featuring Domestic and Imported Cheeses, Fresh Vegetable Crudité and garnished with Fresh Fruit

### **Soup and Salad**

Family Style Minestrone Soup and Tossed Garden Salad

### **Champagne Toast**

#### **Choice of Entrées**

*Choice of two:*

10 oz. Prime Rib of Beef

Portuguese Steak with 3 Shrimp

12 oz. Top Sirloin with 3 Baked Stuffed Shrimp

Filet Mignon & Lobster Tail (9.00)

*Accompanied with your choice of Potato and Vegetable*

### **Dessert**

Chocolate Fountain with Assorted Accompaniments & Your Wedding Cake

***\$62.00***

# Venus de Milo

## Wedding Day Brunch Buffet

*The following are priced per guest and available 10am-2pm*

Orange, Cranberry, & Grapefruit Juice Station  
Freshly Brewed Coffee, Decaffeinated & Tea

### **BUFFET**

Assorted Danish, Croissants, Bagels, and Mini Muffins

*Cream Cheese, Jams and Butter*

Seasonal Fresh Melon

Fluffy Scrambled Eggs

**Choose one:** French Toast, Pancakes or Belgium Waffles with Maple Syrup & Fresh Berries

Crispy Bacon & Breakfast Sausage

Breakfast Potatoes

Fresh Garden, Salad

Rolls & Butter

Baked Boston Scrod

Oven Roasted Vegetables

Delmonico Potatoes

Baked Pasta with Marinara

**Choose One:** Chicken Marsala, Chicken Piccata, or Chicken Français

### **Carving Station**

*Choice of Two:*

Prime Rib of Beef with au jus and Horseradish Sauce (*for additional charge*)

Baked Virginia Ham, or Roasted Turkey Breast with gravy

***\$35.00 per person***

***\$43.00 per person when Prime Rib is chosen***

### **ENHANCEMENT TO YOUR BRUNCH BUFFET**

*Priced per person*

Omelet Station \$16.00

**\$50 Culinary Attended**

Assorted Cold Cereal with 2% and Fat Free Milk \$4.00

Seafood Frittata \$8.00

Seafood Newburg (Shrimp & Scallops in a Creamy Newburg Sauce) \$8.00

French Toast \$5.00

Waffles \$4.00

Pancakes \$4.00

Fresh Berries \$2.00

Fruit Parfait \$5.00

# **Venus de Milo**

## **Good Night Munchies**

*(Served within 3-4 hours from start of dinner service)  
(Priced per person. Minimum of 50 Guests)*

### **~Late Night Enhancements~**

#### **Mini Beef Sliders**

With American cheese and assorted condiments 3.00

#### **Taco Bar**

Corn & Flour Tortillas, Mexican Beef & Chicken, Pico De Gallo, Sour Cream, Guacamole, Shredded Lettuce, Diced Tomatoes, Shredded Cheese and Hot Sauces 12.00

#### **Chowder & Clam Cake Shooters**

Our award winning New England Clam Chowder, topped with a clam cake and served in a pony shot glass 4.00

#### **Mini Grilled Cheese & Tomato Soup**

Tomato Soup topped with a mini grilled cheese sandwich and served in a pony shot glass 3.00

#### **Hot Dog Station**

Beef Hot Dogs served on a Bun with various condiments 5.00

#### **Pizza Station**

Cheese, Pepperoni, and Vegetable 5.00

#### **French Fry Bar**

Straight, Curly, and Waffle fries accompanied by assorted condiments & seasonings 4.00

#### **Pancake Bar**

Buttermilk Pancakes with strawberries, blueberries, chocolate chips, whipped cream, butter & warm maple syrup 5.00

#### **Milk & Cookie Station**

Chocolate Chip cookies served with milk 4.00

#### **Donut Station**

Glazed Donuts 5.00

#### **Candy Station**

*Minimum 100 guests*

*Available for early set up*

*Includes: Five (5) different chocolate covered items, five (5) different candy items, Personalized candy bags, Jars & scoops, Draped Backdrop and décor to match your theme color 6.00*

*(Special requests are available; price per person will be adjusted)*



## Complimentary Amenities

*Complimentary amenities included with purchase of all entrees*

A Maitre'd will coordinate your entire event, and greet you upon arrival

Round tables are capable of seating 10. In some cases, tables of 8 can be accommodated with additional charge

Linen napkins and table covers; your choice of in-stock colors listed below.

Tables are set with silverware, china, glass and linen.

Centerpieces; choice of bud vase with single fresh seasonal flower, or one white tapered candle in hurricane lamp (limited)

Head Table; can be set to suit your size and preference within certain parameters, and will be draped in your chosen linens.

Accessories; podiums, microphones, stages, envelope bowls, cakes knives and cake napkins are available upon request

Bands/DJ's, bakeries, photographers, etc. are readily referred upon request

Staging, dance floor and private bar with bartenders

### **Table cover options:**

White, Gold, Pink, Red, Light Blue, Dark Blue, and Peach

### **Linen napkin options:**

White, Teal, Gold, Pink, Burgundy, Dark Green, Light Blue, Dark Blue, Purple, Peach, Lilac, Red, and Black

## Elegant Special Effects

The Venus de Milo takes pride that all Weddings and Banquets are done beautifully with extra ordinary care.

However, some of our customers may desire additional services to suit their taste.

We of course will be happy to accommodate them.

Here is a list of various special effects that are available to make your event a more memorable affair.

**Fanned Napkins** \$1.00 per person

**White Glove Service** \$2.00 per person

### **Special Linen Napkins**

(white on white rose design or ivory satin stripe) \$1.00 per person

**Special Round Linen Table Cloths** (floor length)

(white on white rose design or ivory satin stripe) \$2.00 per person

**Tables of 8** \$20.00 per table

**Chair Covers** \$3.00 per person

**Chair Covers with Bow Accent** \$5.00 per person

**Chivari Chairs** \$6.00 per person

**Trees with Lighting** \$10.00 per tree

**Round Charger Plates** (Silver or Gold) \$1.00 per person

**Aisle Runner 50 to 100 Ft – Red --** \$50.00

**White Wedding Arch** \$60.00

**Indoor Ceremony** \$300.00 with arch

**Outdoor Ceremony (April 1<sup>st</sup>- Sept 30<sup>th</sup>)** \$400.00

**Up lighting** (prices vary per room)

**Waterfall Back Drop, includes Organza Fabric & Lighting** (prices vary with dimensions)

**Room Decoration** (Prices vary per room)

(includes extra accents for non-guest tables – i.e.: cheese & cracker and gift tables, etc.)

Limited ceiling drapery and additional accents on room assignment)

*Other special effects available on request and through your local florist.*

# Beverages

## Beverage Service Options

*Venus de Milo servers and bartenders are professionally trained and certified for responsible alcohol beverage service. We actively card to ensure all guests purchasing or consuming alcohol beverages are 21+ years old. We observe all Massachusetts state laws regarding service of alcohol and reserve the right to refuse service to anyone. Our full liquor service policy is available on view in our lobby or ask any Sales Manager for a printed copy.*

## Non-Alcoholic Beverages

Fountain Sodas, Iced Tea, Lemonade, Fruit Punch, Iced Coffee, Hot Coffee, Decaffeinated Coffee, Hot Traditional and Herbal (decaffeinated) Tea, Fruit Juices, Non-Alcoholic Beer, Sparkling Cider, Specialty Sodas, Bottled or Canned Beverages Available on Request. *(Minimum Orders May Apply)*

## Alcoholic Beverages

Champagne and Domestic Sparkling Wine, A selection of Red and White Wines from our Wine List *(See Sales Manager)*, Specialty Red and White Wines on Request *(See Sales Manager)*, A Selection of Imported and Domestic Bottled Beers.

## Specialty Cocktails by the Gallon

Including:

Specialty Margaritas, Specialty Martinis and Cosmopolitans, Champagne Punch, Rum Punches, Mai-Tai's, Bloody Mary's, Mimosas or Bellini's, and Screwdrivers  
*Special Requests May Require Minimum Purchase*

## TYPES OF BAR SERVICE

Hosted on Consumption, Hosted on Consumption with Set Maximum Cap, Wine and Soft Drinks ONLY, Hosted Soft Drinks ONLY, Full Bar Cash, Hosted Drink Tickets  
*(tickets available for purchase in sets of 50, tickets are ONLY valid for date and hours of booked function)*  
Bar Service May Be Extended to Cash beyond Tickets

## HOST OPEN BAR OPTIONS

*(Priced per guest)*

	1 hr	2 hrs	3 hrs	4 hrs
<b>Beer, Wine &amp; Soda</b>	\$13	\$17	\$21	\$24
Includes wide variety of domestic and imported beers, wines by the glass and pepsi products				
<b>Beer, Wine, Soda &amp; 1 Specialty Cocktail</b>	\$16	\$19	\$23	\$28
Same as above plus 1 passed specialty cocktail				
<b>Premium Open Bar</b>				
Domestic and imported beers, wines by the glass, Pepsi products and all non-top shelf liquors	\$19	\$22	\$26	\$30
<b>Top Shelf Open Bar</b>				
Same as premium and includes access to all top shelf liquors and 2 passed specialty drinks	\$21	\$26	\$32	\$37

# Venus de Milo

## EVENT POLICIES AND PROCEDURES

### DEPOSITS:

A CONTRACT AND **\$500.00 DEPOSIT** ARE REQUIRED TO RESERVE BANQUET SPACE FOR AN EVENT.

ALL WEDDINGS AND EVENTS REQUIRING A PRIVATE ROOM AND CONTRACTING MORE THAN SIX MONTHS IN ADVANCE **REQUIRE ADDITIONAL DEPOSITS OF \$500.00 EVERY THREE MONTHS PRIOR TO THE EVENT.**

### CONTRACTS:

**ALL EVENTS REQUIRE A SIGNED CONTRACT** OR BOOKING CONFIRMATION AND A DEPOSIT.

DEPOSIT MAY BE WAIVED ON RELATIONSHIP, ONLY WITH AGREEMENT OF OWNERSHIP, OR SENIOR MANAGEMENT.

### REFUND POLICY:

ALL EVENTS CANCELED (9) MONTHS PRIOR TO EVENT DATE MUST BE ACCOMPANIED BY THE ORIGINAL DEPOSIT SLIP (S) AND QUALIFY FOR A 50% DEPOSIT REFUND.

THE VENUS DE MILO WILL RETAIN 50% OF DEPOSIT(S) FOR ADMINISTRATION FEES.

DEPOSITS FOR EVENTS CANCELED **LESS THAN** (9) MONTHS PRIOR TO EVENT DATE ARE NON-REFUNDABLE.

### DATE TRANSFERS:

AN ADDITIONAL DEPOSIT OF **\$500.00** IS REQUIRED TO TRANSFER A DATE.

THE VENUS DE MILO WILL ONLY TRANSFER A DATE WITHIN TWELVE (12) MONTHS OF THE INITIAL DATE.

### PRICING:

MENU PRICING IN EFFECT **THREE (3) MONTHS PRIOR TO THE EVENT DATE** WILL BE HONORED FOR ALL WEDDINGS. ALL OTHER EVENTS ARE SUBJECT TO CURRENT PRICES.

ALL PRICES ARE SUBJECT TO A TAXABLE 20% HOUSE FEE AND PREVAILING MEAL/SALES TAX.

### CANCELLATIONS:

A \$5.00 PER PERSON CANCELLATION FEE WILL BE CHARGED FOR ANY WEEKEND (FRIDAY, SATURDAY, OR SUNDAY) FUNCTION THAT CANCELS WITHIN 120 DAY OF THE EVENT. THE FEE WILL BE BASED ON YOUR ORIGINAL PLANNED NUMBER OF GUESTS ATTENDING.

### FINAL PAYMENTS:

**ALL EVENTS MUST BE PAID IN FULL (14) FOURTEEN DAYS PRIOR TO THE CONTRACTED EVENT DATE UNLESS DECLARED A "HOUSE ACCOUNT" BY THE OWNERSHIP OR SENIOR MANAGEMENT.**

ALL FINAL PAYMENTS MUST BE MADE WITH CASH, BANK CHECK OR CREDIT CARD (Visa, Master Card, Discover, American Express).

**NO PERSONAL CHECKS WILL BE ACCEPTED WITHIN TWENTY-ONE (21) DAYS PRIOR TO THE EVENT.** ALL PARTIES ARE RESPONSIBLE FOR PAYMENT OF THE GUARANTEE GUEST COUNT OR ANY AMOUNT OVER THE GUARANTEE.

**ALL SOCIAL EVENTS, WEDDINGS AND NON-PROFIT EVENTS MUST HAVE AN AUTHORIZED CREDIT CARD NUMBER ON FILE FOR INCIDENTAL BILLINGS RELATED TO THE EVENT.**

### HOUSE ACCOUNTS:

ACCOUNTS DECLARED HOUSE ACCOUNTS MAY HAVE DEPOSIT AND/OR PRE-PAYMENT WAIVED, AT THE DISCRETION OF OWNERSHIP OR SENIOR MANAGEMENT. WAIVER MUST BE SPECIFIED IN WRITING IN THE CONTRACT. CLIENT IS GRANTED WAIVER OF DEPOSIT, WITH PAYMENT IN FULL DUE PRIOR TO MEAL SERVICE. CLIENT IS GRANTED WAIVER OF DEPOSIT AND PRE-PAYMENT WITH TERMS OF NET 30 DAYS

### HOUSE FEE:

ALL EVENTS ARE SUBJECT TO A TAXABLE 20% HOUSE FEE. THE HOUSE FEE IS NOT A GRATUITY OR SERVICE CHARGE, BUT OFFSETS THE ADMINISTRATIVE COSTS ASSOCIATED WITH THE EVENT.

### **TAX EXEMPTIONS:**

ALL EVENTS ARE SUBJECT TO APPLICABLE STATE AND LOCAL SALES/MEALS TAXES. CURRENT TAX RATE IS 6.25%. NO TAX EXEMPTION CAN BE HONORED WITHOUT DOCUMENTATION OF EXEMPT STATUS PROVIDED IN ADVANCE OF BILLING.

### **EVENT HOURS:**

**ALL EVENTS ARE BASED ON A FIVE (5) HOUR ROOM RENTAL SCHEDULE** (UNLESS SPECIFIED BY SPECIAL CONTRACTUAL ARRANGEMENT).

**DAYTIME EVENTS** MAY BEGIN AS EARLY AS 6:00 AM WITH A FIVE (5) HOUR ROOM RENTAL SCHEDULE AND MUST END BY 4:00 PM.

**EVENING EVENTS** BEGIN AT 6:00 PM WITH A FIVE (5) HOUR ROOM RENTAL SCHEDULE (UNLESS SPECIFIED BY SPECIAL CONTRACTUAL ARRANGEMENT).

**BASED ON ROOM AVAILABILITY, ADDITIONAL HOURS CAN BE ARRANGED WITH ADDITIONAL PER HOUR FEE.**

### **EVENT SET UP AND DROP OFF:**

**ALL VENDORS & CLIENTS ARE ALLOWED ROOM ENTRY NINETY (90) MINUTES PRIOR TO EVENT START TIME.** WITH PRIOR AUTHORIZATION, VENUS STAFF CAN BE CONTRACTED TO ASSIST DURING THE NINETY (90) MINUTE SET UP TIME AT A PER HOUR FEE.

WITH PRIOR AUTHORIZATION AND BASED ON ROOM AVAILABILITY, SPECIAL ARRANGEMENTS CAN BE MADE FOR EARLY ROOM ENTRY AT A PER HOUR FEE.

### **MEALS & MEAL SERVICE:**

ALL EVENTS ARE CONTRACTED FOR **MAIN MEAL SERVICE TIME TO BEGIN WITHIN NINETY (90) MINUTES OF THE CONTRACTED EVENT ARRIVAL TIME.**

**IF MAIN MEAL SERVICE TIME IS DELAYED MORE THAN NINETY (90) MINUTES FROM CONTRACTED ARRIVAL TIME, A \$500.00 FEE WILL BE ADDED TO THE FINAL INVOICE.**

*All meals are contracted for consumption on-premise. Management takes food safety, transport regulations and the health of our guests seriously. **We are not allowed to package bulk food or leftover food to travel.** The client is responsible for the guaranteed and all additional meals provided.*

### **ALL BUFFETS**

REQUIRE A MINIMUM OF 50 GUESTS

ALL BUFFETS AND STATIONS CAN REMAIN OPEN FOR A MAXIMUM OF NINETY (90) MINUTES.

### **PLATED MEALS**

MINIMUMS VARY, PLEASE DISCUSS WITH YOUR CATERING SALES ASSOCIATE.

### **ROOM MINIMUMS & GUARANTEES:**

**Weekdays:** Room Minimums are flexible, dependent on availability.

**Friday Daytime:** Room Minimums are flexible, dependent on availability.

**Friday Evening:** Room Minimums are seventy-five (75) guests.

**Saturday Daytime:** Room Minimums are seventy-five (75) guests.

**Saturday Evening:** Room Minimums are one hundred (100) guests with a Food Minimum of \$35.00 per guest.

**Sunday Daytime & Evening:** Room Minimums are seventy-five (75) guests.

### **ROOM ASSIGNMENT:**

VENUS DE MILO RESERVES THE RIGHT TO ASSIGN ROOMS BASED ON FINAL AND ACTUAL GUEST COUNT. THE VENUS DE MILO DOES NOT GUARANTEE A SPECIFIC ROOM FOR AN EVENT.

### **DÉCOR, GIFTS, ETC:**

VENUS DE MILO IS NOT RESPONSIBLE FOR ANY DAMAGE TO OR THEFT OF DÉCOR, GIFTS (INCLUDING ENVELOPES WITH CASH AND/OR CHECKS) DURING OR AFTER ANY EVENT.

IT IS THE RESPONSIBILITY OF CLIENT TO SECURE ALL SUCH PROPERTY AND TO ARRANGE FOR IMMEDIATE REMOVAL AFTER AN EVENT.

### **ALCOHOL SERVICE POLICIES:**

VENUS DE MILO FOLLOWS ALL MASSACHUSETTS LAWS AND GUIDELINES WITH RESPECT TO THE SERVICE OF ALCOHOL. WE MAINTAIN THE RIGHT TO REFUSE SERVICE TO ANYONE WE DEEM TO BE AT RISK FOR BEING OVER SERVED. WE WILL NOT SERVE MINORS, NOR CAN WE ALLOW GUESTS TO SERVE ALCOHOL TO MINORS. MASSACHUSETTS LAW PROHIBITS LIQUOR BEING BROUGHT ONTO THE PREMISES FOR DISTRIBUTION EXCEPT THROUGH AN INVOICED SALE FROM A PROPERLY LICENSED VENDOR. UNDER NO CIRCUMSTANCE MAY ANY CLIENT OR ANY GUEST OF A CLIENT BRING ALCOHOL BEVERAGES INTO THE BUILDING. **NON-AUTHORIZED ALCOHOL TRANSPORTED ONTO PREMISE, OR ANY ALCOHOL DRINK SERVED TO A PERSON DEEMED TO BE, OR ON THE VERGE OF BEING INEBRIATED, WILL BE CONFISCATED BY MANAGEMENT. PROVIDING ALCOHOL TO MINORS IS AGAINST STATE LAW AND ANYONE FOUND DOING SO WILL BE ASKED TO LEAVE THE PREMISES.** IN ACCORDANCE WITH OUR LICENSE WE CANNOT PERMIT CONSUMPTION OF ALCOHOL OUTSIDE OUR DOORS, IN ENTRY WAYS OR IN OUR PARKING LOT.

**ALL EVENTS LESS THAN SEVENTY-FIVE (75) GUESTS REQUIRING A PRIVATE, DEDICATED BARTENDER WILL BE CHARGED A \$75.00 BAR FEE.**

### **ENTERTAINMENT:**

VENUS DE MILO REQUIRES PROOF OF INSURANCE FOR ALL BANDS AND DJ'S PERFORMING ON PREMISE. VENUS DE MILO RESERVES THE RIGHT TO CONTROL THE VOLUME OF MUSIC PLAYED BY THE BAND OF DJ FOR YOUR FUNCTION.

### **VENDORS:**

VENUS DE MILO PROVIDES DÉCOR, LIGHTING AND LINEN SERVICE TO OUR CLIENTS AT DISCOUNT VALUE RATES.

VENUS DE MILO RETAINS THE RIGHT TO PRE-APPROVE ALL OUTSIDE VENDORS PROVIDING SERVICE ON PROPERTY. CLIENTS USING OUTSIDE VENDORS FOR SUCH SERVICES MUST PROVIDE NAME AND CONTACT INFORMATION TO THE SALES ASSOCIATE IN ADVANCE.

ALL OUTSIDE LINEN AND DÉCOR MUST COME FROM A VENDOR PARTNER, OR FROM A PROFESSIONAL VENDOR SPECIFICALLY APPROVED BY SENIOR MANAGEMENT.  
ALL LINEN, CEILING DRAPERY OR HANGING FABRIC MUST BE FLAME & FIRE RETARDANT, ACCOMPANIED BY A CERTIFICATE OF PROOF. AN INSURANCE CERTIFICATE IS ALSO REQUIRED WITH A \$3 MILLION COVERAGE, NAMING VENUS DE MILO AS CO-INSURED.  
THE CERTIFICATES MUST BE PROVIDED PRIOR TO INSTALLATION.

**ALL FURNITURE, LINENS, DECOR, SPECIAL SERVICE WARE, CEILING DRAPERY, OR OTHER EQUIPMENT PROVIDED BY OUTSIDE VENDORS MUST BE PLACED AND SET UP BY THE VENDOR NO EARLIER THAN NINETY (90) MINUTES PRIOR TO EVENT ENTRY TIME AND REMOVED BY THE VENDOR WITHIN ONE (1) HOUR OF EVENT END TIME.**

VENUS DE MILO WILL NOT BE RESPONSIBLE FOR LOST OR DAMAGED LINENS OR DÉCOR ITEMS.

ALL OUTSIDE FOOD MUST BE SPECIFICALLY APPROVED BY SENIOR MANAGEMENT WHEN NOT SUPPLIED BY A VENDOR PARTNER (LIST AVAILABLE). THIS INCLUDES, BUT IS NOT LIMITED TO (CANDY STATIONS, CHOCOLATE FOUNTAINS, ICE CREAM, HORS D' OEUVRE).

**ALL EVENTS UTILIZING A NON-VENDOR FOOD PARTNER MUST HAVE A SIGNED "HOLD HARMLESS" AGREEMENT ON FILE PRIOR TO EVENT DATE.**

**SPECIALTY FOOD PRODUCTS (WEDDING OR CELEBRATION CAKES, SPECIALTY PASTRIES, ETC.) MUST BE PROVIDED BY A LICENSED AND INSURED BAKER (PROOF OF BOTH ON FILE), AND MUST BE DELIVERED AND SET UP BY THE VENDOR UNDER PROPER FOOD TRANSPORT CONDITIONS NO EARLIER THAN NINETY (90) MINUTES PRIOR TO EVENT ENTRY TIME.**

ALL LIGHTING, UP-LIGHTING, AND SPECIAL EFFECTS MUST BE APPROVED BY SENIOR MANAGEMENT. **ALL OUTSIDE LIGHTING VENDORS MUST SUPPLY PROOF OF LICENSE AND INSURANCE CERTIFICATE WITH \$3 MILLION COVERAGE, NAMING VENUS DE MILO AS CO-INSURED.**

**PRELIMINARY ARRANGEMENTS:**

**DUE THIRTY (30) DAYS PRIOR TO EVENT:** A COMPLETE MENU, LIQUOR SELECTIONS, TABLE ASSIGNMENTS, HEAD TABLE GUEST COUNT (IF APPLICABLE), LINEN COLOR CHOICES, TABLE DECORATIONS, AV REQUIREMENTS, TIME OF ARRIVAL AND TIME OF MEAL SERVICE, OUTSIDE VENDOR AGREEMENTS AND APPROXIMATE NUMBER OF GUESTS.

SPECIAL AV NEEDS REQUIRE AN APPOINTMENT THIRTY (30) DAYS PRIOR TO EVENT WITH OUR IN-HOUSE AV SPECIALIST.

**FINAL ARRANGEMENTS:**

**DUE FOURTEEN (14) DAYS PRIOR TO EVENT:** VERIFICATION OF PRELIMINARY ARRANGEMENTS, **FINAL COUNTS, FINAL PAYMENT**, FINAL ROOM DIAGRAM, ALL SPECIAL MEAL REQUESTS (ALLERGIES, VEGETARIAN, VEGAN, GLUTEN FREE) AND CHILDREN MEALS (IF APPLICABLE).

GUEST COUNT CANCELLATIONS CANNOT BE ACCEPTED AFTER THE FOURTEEN (14) DAY FINAL ARRANGEMENT DUE DATE. ADDITIONS TO GUARANTEE WILL BE ACCOMMODATED IF POSSIBLE.

VENUS DE MILO RETAINS THE RIGHT TO SUBSTITUTE OR LIMIT FOOD OPTIONS AFTER THE FOURTEEN (14) DAY FINAL ARRANGEMENT DUE DATE.

*In the event the actual number exceeds 5% of the guarantee 24 hours prior to event, Venus de Milo may make menu substitutions for additional guests, and may bill additional meals at a 20% increase to cover business disruption, additional inventory and labor costs. All vendor meals must be included in your count (DJ, photographer, videographer, etc.)*



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