



Banquet and Catering Guidelines

Thank you for your interest in Smithfield Station. We would be pleased to host your meal, meeting or reception. You can be assured that every detail will receive our personal attention and we will strive to do everything possible to provide you with an event that you will be proud to host. Please consider the enclosed information. Should you have any questions, please call us at (757) 357-7700 or fax us at (757) 357- 7638. E-mail us at SmithfieldStation@SmithfieldStation.com

GENERAL POLICIES

All food and beverages for parties are to be provided by Smithfield Station with the exception of cakes provided for special occasions. Cakes may be ordered from an outside source of your choice, however, there is a fee (\$1.00++ per person) for set up and serving. Arrangements for payment of cakes must be made with the vendor. If cakes are delivered to the Station with payment due at the time of delivery, a \$10.00 fee will be accessed.

DEPOSIT

A 10% deposit will be required at the time the function is booked. This deposit will apply to cost of the function. Refunds of deposit will be given up to 30 days prior to the function. All charges are to be paid at the end of the function unless prior arrangements are made with the manager.

ROOM CHARGES

Private room charges are as follows.

Captain Todd Suite

Billed at going rate. Functions that start before normal check-in times require previous day rental. (2 day rental).

Restaurant

Private rooms in restaurant are billed at \$300.00 if food and beverage bill is under \$1500.00. No charge over \$1500.00.

BAR SERVICE / STAFFING

Off site catering alcohol service requires an ABC license which must be obtained by the client. All staffing will be charged starting one hour prior to and one hour after plus the event time. Rates are as follows.

Bartender	\$30.00 per hour
Service Staff	\$20.00 per hour
Attendant Fees	\$75.00 per attendant

LIGHTHOUSE PARTIES

All functions booked in the Captain Todd Suite of the Lighthouse are subject to a \$25.00 per day delivery fee in addition to the normal tax and gratuity. All functions with 10 or more people must end by 10:00 p.m. unless the Captain Sinclair Suite is also occupied by members of your group. All food and beverage for Lighthouse functions must be provided by the Station.

AUDIO-VISUAL EQUIPMENT

Arrangements for audio-visual equipment should be made two (2) weeks prior to the function. Charges for equipment are as follows:

Flip Charts	\$20.00 each
Overhead and Screen	\$35.00
TV and VCR	\$25.00
Microphone	\$25.00
Slide Projector	\$25.00

ADDITIONAL CHARGES FOR OFF PREMISE CATERING

Linen Rental:

Table Cloths	@\$2.00 ea.
Napkins	@.45 ea.
Table Skirts	@\$10.00 ea.
Champagne Fountain	\$80.00
Centerpieces	negotiable

Bar Selections

HOST OR CASH BAR

	Host	Cash*
Call Brands.....	\$4.75	/ 5.25
Premium Brands.....	\$5.50	/ 5.75
Domestic Beer.....	\$4.00	/ 4.50
Import Beer.....	\$4.75	/ 5.00
Wine by the glass.....	\$5.00	/ 5.50
Soft Drinks.....	\$2.00	/ 2.00

*Cash bar prices include sales tax.

OPEN BAR

per Hour

	Call Brands	Premium Brands
1 Hour	\$13.00 pp ++*	\$15.50 pp ++
2 Hours	\$16.00 pp ++	\$17.50 pp ++
3 Hours	\$19.00 pp ++	\$21.00 pp ++
Each additional hour		\$5.00 pp ++

*per person

PUNCH AND SODA

Fruit Punch	\$22.00 per gallon
White Wine Punch	\$33.00 per gallon
Champagne Punch	\$50.00 per gallon

BAR SET-UPS \$5.00 per person
(Juices, mixers, cups, beverage napkins, ice)

All prices are subject to gratuity and appropriate sales tax.

All prices are subject to change without notice.

Breakfast and Breaks

(Minimum 30 people)

Ham Rolls

Danish Pastry

Coffee & Juices

Assorted Fruit Bread

\$8.00 per person

Fruit — add \$2.00

Coffee — \$4.00 per person

COUNTRY BREAKFAST

(Minimum 30 people)

Fresh Orange Juice

Scrambled Eggs - Bacon & Sausage

Hash Browns - Biscuits & Jam

Coffee

\$10.50 per person

BREAKFAST BUFFET

(Minimum 40 people)

Assorted Juices

Scrambled Eggs - Bacon & Sausage

Grits, Hash Browns or Apples (Choose two)

Hotcakes & Syrup

Biscuits & Jam

Coffee or Milk

\$12.00 per person

OMELETTE STATION

Let one of our Chef's create your very own omelette. Toppings include crab meat, shrimp, Smithfield Ham, cheeses and much more. Served with coffee, assorted juices and biscuits.

\$15.00 per person

\$6.00 per person with a Country or Breakfast buffet

MEETING BREAKS

BEVERAGE SERVICE

Coffee, Tea, Soft Drinks and Bottled Water.

\$6.00 per person

FRESH FRUIT BOWL

Apples, Oranges, Bananas and Grapes

\$3.00 per person

COOKIES/BROWNIES

Jumbo cookies and brownies
in assorted flavors

\$20.00 per baker's dozen (13)

CHOCOLATE LOVERS

Chocolate Covered Strawberries

Assorted Candy Bars

\$8.00 per person

MIXED NUTS

Salted, Candied, and Chocolate Covered

\$5.00 per person

ICE CREAM BAR

(Minimum 20 people)

Vanilla ice cream, hot fudge, butterscotch, strawberries, bananas, walnuts, cherries, and whipped cream.

\$10.00 per person

All prices subject to gratuity and appropriate tax.

A guaranteed number of guests is required twenty-four (24) hours prior to the function. That is the minimum number for which you will be billed.

Luncheon Selections

Minimum 30 people

For group luncheons, *please select the same first course and dessert for all guests.* The price of the entree also includes tea, coffee and bread. All prices are subject to a service charge and appropriate tax. *A guaranteed number of guests is required twenty-four (24) hours prior to function.*

FIRST COURSE SELECTIONS

(Choose one for group)

Station Chowder	Crab Soup (+ \$2.00)
Tossed Salad	Spinach Salad
Soup du jour	Fresh Fruit Cup
Shrimp Cocktail (+\$4.00)	
Scallops and Bacon (+\$4.00)	

ENTREE (Choose up to 3 for group)

Station Quiche (Choose from Seafood, Lorraine or Smithfield) served with fresh fruit.....	\$15.00
Petite Filet Mignon — 6 ounce cut of western beef with sauteed mushrooms served with potato and vegetable.....	\$20.00
Chicken Salad Plate — Served on mixed salad greens with fresh fruit and cheese wafers.....	\$15.00
Salad Sampler — Our own shrimp, chicken or ham salads on salad greens with fresh fruit and cheese wafers.....	\$15.00
Blackened Salmon Caesar Salad — Tossed romaine with caesar dressing, topped with strips of blackened salmon.....	\$15.00
Smithfield Ham Platter — Our world famous dry cured ham with a traditional serving of fried apples and vegetable.....	\$14.00
Fresh Fruit Plate — Fresh seasonal fruit served with cream cheese and honey-yogurt dips and cheese wafers.....	\$14.00

Seafood Platter — Crab cake, shrimps, scallops and flounder filet served broiled or fried with potato and vegetable du jour.....	\$24.00
Flounder — Broiled or fried served with potato and vegetable.....	\$19.00
Jumbo Shrimps — Broiled or fried served with potato and vegetable.....	\$19.00
Scallops — Broiled, fried or St. Jacques served with potato and vegetable.....	\$19.00
Crab Cake — Broiled or fried (1 - 4 oz. cake) served with potato and vegetable.....	\$20.00
Chicken Isle of Wight — Stuffed with swiss, ham and peanuts served as medallions over rice with vegetable.....	\$20.00
Grilled Chicken Breast — Served on rice with sauteed onions and peppers.....	\$16.00
Country Dinner — Fried chicken breast on sliced Smithfield ham served with potato and vegetable.....	\$14.00
Pasta Primavera — Garden fresh vegetables tossed in Alfredo sauce served over linguini.....	\$14.00
Pork Shenandoah — Pan fried pork medallions with apple-pecan glaze served with vegetable du jour.....	\$19.00
Shrimp and Scallop Stir Fry — served on rice or pasta.....	\$19.00

DESSERTS

(Choose one for group)

Vanilla Ice Cream	Hot Apple Pie
Hot Fudge Ice Cream Cake	Key Lime Pie
Apple Pie a la Mode (+ \$1.00)	
Pecan Pie (+ \$1.00)	Bread Pudding

PRICES SUBJECT TO CHANGE WITHOUT NOTICE
Although we do not provide cakes on site, we can provide you with names and numbers of those who can. There is a \$1.00 per person plus tax charge for serving cakes.

Hors D'oeuvres

(All items priced for 50 pieces unless otherwise stated, and include appropriate condiments)

HORS D'OEUVRES

Crab Stuffed Mushrooms

Crab Imperial stuffed mushroom caps topped with Parmesan and sherry.....\$85.00

Chicken Tenders

Crispy, country breaded chicken tenders.....\$65.00

Shrimp and Crab Spring Rolls

Miniature rolls stuffed with shrimp, crab, and vegetables.....\$85.00

Swedish Meatballs

1 oz. meatballs in a rich beef and heavy cream sauce.....\$50.00

Scallops Wrapped in Bacon

Large sea scallops wrapped in bacon.....\$95.00

Thai Chicken Satay

Chicken tenders marinated in a Thai peanut sauce.....\$70.00

Seafood Kabob

Sea scallops, shrimp, peppers, and onion marinated in teriyaki.....\$145.00

Crab Dip

Crab, cream cheese, heavy cream, red peppers, spinach and sherry topped with parmesan.....(Quart)\$70.00

Crab Meat Bites

Smaller versions of our house specialty.....\$125.00

Spinach Artichoke Dip

A blend of spinach, artichoke, heavy cream and chicken stock.....(Quart)\$50.00

Oyster Rockefeller

Oysters baked with spinach, bacon, heavy cream, pernod, and Parmesan.....\$65.00

Asparagus in Phyllo Dough

Asparagus tips and fontine cheese wrapped in phyllo.....\$95.00

Ham and Crab Meat Bites

Smithfield Ham blended with our crab cake rolled into bite size morsels.....\$125.00

Oysters on the Half Shell

From local waters.....\$50.00

Iced Cocktail Shrimp

Jumbo shrimp spiced with Old Bay seasoning and lemon.....\$100.00

Smithfield Ham Rolls

Fresh baked rolls stuffed with Smithfield Ham.....\$50.00

Assorted Finger Sandwiches

Chicken and ham salads on white and wheat bread.....\$65.00

Strawberries Dipped in Chocolate

Large strawberries dipped in rich milk chocolate.....\$75.00

Side of Smoked Salmon

Side of salmon garnished with capers, tomato, egg and cream cheese.....\$125.00

Mini Croissant Sandwiches

Buttery croissants stuffed with roast beef, turkey, chicken salad and cheeses.....\$100.00

Antipasto Skewers

Skewers of fresh mozzarella, sundried tomatoes, artichoke hearts and green olives.....\$125.00

Roasted Vegetable Tray

Garlic roasted carrots, asparagus, squash, peppers and eggplant with herbed ranch.....\$75.00

Fruit Kabobs

Skewers of melon, strawberry, and pineapple served with yogurt dressing.....\$65.00

Assorted Chicken Wings

Breaded wings tossed in BBQ, hot, and sweet chili sauces.....\$65.00

Stuffed Phylo Shells

Bite-sized shells with chicken, Smithfield Ham, and lobster crab salads.....\$45.00

Sliced Beef Tenderloin

Sliced tenderloin cooked medium to medium rare served with french bread and creamy horseradish sauce.....\$150.00

Gourmet Cheese Board

Display of Gruyere, Van Gogh, Buttermilk Bleu, Fontina, and aged cheddar cheeses.....\$85.00

Hors D'oeuvres

FOOD DISPLAYS

(Serves 50 Guests)

SEAFOOD DISPLAY

Chilled shrimp, crab claws, oysters on the half shell artistically displayed with cocktail sauce and lemon.....\$225.00

FRUIT DISPLAY

Cubes of honeydew, cantaloup, pineapple, watermelon and strawberries served with yogurt dressing. A great centerpiece for any buffet.....\$125.00

DOMESTIC CHEESE DISPLAY

Cubes of cheddar, swiss and pepper jack cheeses served with assorted crackers.....\$135.00

CARVING STATIONS

Top Round of Beef (serves 60 guests).....\$275.00

Spiral Sliced Ham (serves 40 guests).....\$175.00

Herb Rubbed Filet of Beef (serves 25 guests).....\$225.00

Herb Roasted Turkey Breast (serves 30 guests).....\$175.00

Prime Rib of Beef (serves 35 guests).....\$275.00

All carved items served with appropriate sauce and rolls.

FOOD STATIONS

Add-ons to your Hors D'oeuvres selections

PASTA STATION

Penne, tortellini, and fettuccine pastas with alfredo, marinara, and pesto sauces with a variety of vegetables cooked to order.....\$8.00 per person
*Attendant required

FAJITA BAR

Build your own fajita's with sauteed chicken, beef and shrimp, flour tortillas, shredded lettuce, diced tomatoes, cheeses, sour cream, green onions and salsa.....\$8.00 per person
*Attendant required

POTATO BAR

Creamy whipped new potatoes, smashed sweet potatoes with a variety of toppings.....\$7.00 per person

CHOCOLATE FOUNTAIN

Rich milk chocolate fountain with bananas, strawberries, pineapples, cookies and pretzels for dipping.....\$7.00 per person

Attendant's fee of \$75.00 per station.

***All Prices Subject to Gratuity and Appropriate Sales Tax**

Buffet Dinners

(Minimum of 50 Adults Required)

SERVED TABLE SIDE

(CHOICE ONE)

GARDEN SALAD

With vinaigrette dressing. Grape tomatoes, cucumber, olives and red onion.

CAESAR SALAD

Crisp romaine lettuce with Parmesan cheese, croutons and caesar dressing.

SPINACH SALAD

With bacon, sliced onions, chopped egg and pineapple with hot bacon dressing.

MUSHROOMS

Sliced mushrooms served on a bed of salad greens with balsamic vinaigrette.

DISPLAY SELECTIONS

(CHOICE ONE)

SEAFOOD DISPLAY (+ \$5.00 per person)

Chilled shrimp, crab claws and oysters on the half shell.

FRUIT DISPLAY

Seasonal fresh fruits served with yogurt dressing.

DOMESTIC CHEESE AND FRUIT

Cheddar, swiss and pepper jack cheeses with seasonal fresh fruit.

APPETIZERS

(CHOICE TWO)

Soup du jour

Potato Salad

Station Chowder

Scallops and Bacon
(+ \$2.00 pp*)

Station Shrimp
(Peel and eat)

Crab Dip

Spinach Artichoke Dip

Oyster Rockefeller

ENTREES

(CHOICE TWO for \$31.00 per person)

(CHOICE THREE for \$36.00 per person)

Broiled or Fried Flounder Carved Roast Beef

Baby Back Ribs Miniature Crab Cakes

Country Fried Chicken BBQ Chicken

Smithfield Ham

(Served room temperature)

Seafood Newburg Oven Roast Pork Loin

Oven Roast Turkey Breast Chicken Cordon Bleu

VEGETABLE SIDE DISHES

(CHOICE TWO)

Oven Roasted Baby Bakers Rice Pilaf

Cajun Roasted Potatoes with Peppers and Onions

Au Gratin Potato Wild Rice

Sugar Snap Peas Green Beans Almondine

Honey Glazed Carrots Vegetable Medley

Asparagus Roasted Vegetable

Mashed Red Potatoes

All buffets include bread and butter, tea, coffee and a selection of assorted desserts.

Menu price does not include gratuity and applicable sales tax.

* per person

Dinner Selections

(Minimum of 30 people)

The cost of the entree includes a choice of one first course, one salad, one entree and one dessert as well as potato, vegetable, bread and tea or coffee. All prices are subject to a gratuity and appropriate tax.

A guaranteed number is required twenty-four (24) hours in advance of the function. You will be charged for no less than this guaranteed number.

Please indicate one set menu for all guests. You may choose three entrees as long as an exact number is given at least twenty-four (24) hours prior to the function. You will be charged for any meals which are prepared.

FIRST COURSE

(Choose one for group)

- | | |
|--------------------------------------|-----------------|
| Station Chowder | Onion Soup |
| Soup du jour | Fresh Fruit Cup |
| Scallops Wrapped in Bacon (+\$4.00) | |
| Cajun Stuffed Mushrooms (+\$4.00) | |
| Shrimp Cocktail (+\$4.00) | |
| Crab Soup (+\$1.00) | |

SALAD

(Choose one for group)

Tossed Salad

with tomato, cucumber, onion & ripe olive.
House dressing.

Spinach Salad

with boiled egg slices, crumbled bacon, red onion, fresh pineapple and walnuts.
Hot bacon dressing.

Caesar Style Salad

Romaine, croutons, red onion, black olives,
Parmesan cheese with caesar dressing.

ENTREES

(May choose up to 3 for group)

- Smithfield Ham Platter** — Sliced baked
Smithfield Ham\$21.00
- Filet Mignon** — Nine ounces of tender western
beef with a fluted mushroom cap.....\$35.00
- Prime Ribs of Beef** — Served with
horseradish.....\$29.00
- Filet Mignon & Shrimp** — six ounces of filet
mignon with Béarnaise sauce on the side, &
4 jumbo fried shrimp.....\$35.00

- Pork Shenandoah** — Pan fried pork medallions
with apple-pecan glaze.....\$28.00
- Filet Mignon & Crab Cake** — Six ounces of
filet mignon (with Béarnaise sauce on the side)
and a crab cake (served broiled or fried).....\$37.00
- Chicken Isle of Wight** — Boneless breast stuffed
with Smithfield Ham, swiss chesse and
roasted peanuts.....\$30.00
- Seafood Platter** — Crab cake, jumbo shrimps,
flounder, and scallops served broiled.....\$33.00
- Smothered Chicken** — A boneless breast of chicken
grilled and topped with sauteed mushrooms, onions,
melted cheddar and Monterrey jack cheeses.....\$25.00
- Crab Cakes** — (2) broiled or fried.....\$32.00
- Cajun Stuffed Flounder** — Flounder fillet stuffed
with cajun seasoned shrimp & crabmeat.....\$30.00
- Stuffed Shrimp** — Jumbo shrimp stuffed w/
crab imperial and broiled with Old Bay
seasoning shrimp & butter.....\$30.00
- Crab Stuffed Salmon** — Atlantic salmon filet
topped with crab imperial and Béarnaise sauce.....\$32.00
- Flounder Smithfield** — Broiled flounder filet topped
with sauteed jumbo lump crab meat served
on Smithfield Ham with Béarnaise sauce.....\$29.00
- Smithfield Surf & Turf** — Smithfield Ham
slices with 2 petite fried crab cakes.....\$30.00
- Nautical Pasta** — Shrimp, scallops, and
crabmeat on a bed of linguini with Alfredo
Herb sauce.....\$27.00
- Pasta Primavera** — Garden fresh vegetables
tossed with Alfredo sauce served over linguini.....\$20.00

All entrees served with 2 vegetables except pasta dishes.

Special menus for vegetarian dinners or buffet dinners are available through our Chef. We will be more than happy to set up an appointment for you to discuss these or any other special requests.

DESSERTS

(Choose one for group)

- Ice Cream
Hot Fudge Ice Cream Cake
Key Lime Pie Pecan Pie (+\$1.00)
Apple Pie a la Mode Cheesecake (+\$1.00)
Bread Pudding Chocolate Confusion (+\$1.00)
Suzi's Sundae (Vanilla ice cream with hot fudge,
whipped cream, and chocolate chips)

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