

CONTINENTAL BREAKFAST

Menu

- Fresh Squeezed Juices
- Sliced and Whole Fruits
- Low Fat Vanilla Yogurt & Fruit Yogurt
- Reach House Granola
Rolled Oats, Dried Fruits, Nuts, Brown Sugar and Spice
- Fresh Baked Breakfast Breads, Assorted Muffins, Danish
- Sweet Butter, Assorted Jams and Flavored Cream Cheeses
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

Breakfast Enhancements

- **SCRAMBLED EGGS WITH CHIVES**
- **SPANISH STYLE EGG FRITTATA**
- **BREAKFAST POTATOES**
- **OMELETTES COOKED TO ORDER**
(Requires a uniformed chef at \$100.00 each)
Whole Eggs, Egg Whites or Egg Beaters
Mushrooms, Tomatoes, Onions, Asparagus, Peppers, Scallions and Cheddar Cheese
- **BRIOCHE FRENCH TOAST OR BUTTERMILK PANCAKES**
Maple Syrup and Powdered Sugar
- **BREAKFAST MEATS**
Smoked Bacon
Ham
Pork Sausage Links

" Please add 22% service charge and 7.5% sales tax to all above menus."

PLATED BREAKFAST

Menu

- Fresh-Squeezed Juices
- Low fat Vanilla Yogurt & Reach House Granola
- Scrambled Eggs with Chives
- Or
- Spanish Style Frittata
- Breakfast Potatoes
- Apple wood-Smoked Bacon
- Fresh Baked Breakfast Breads, Assorted Muffins, Danish
- Sweet Butter, Assorted Jams and Flavored Cream Cheeses
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

BREAKS

Cookie Jar

- An Assortment of Cookies and Brownies
- Home-made Chocolate Milk, Regular and Skim Milk
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

Ice Cream Bars & Sorbet Pops

- Assorted Ice Cream Bars & Frozen Fruit Bars
- Reach Cookies
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

The Stretch

- Fresh Made Fruit Yogurts
- Granola Bars
- Seasonal Fruits
- Fruit Smoothies
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

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BREAKS CONTINUED

On Duval

- Giant Soft Pretzels, Deli Mustard
- Candied Mixed Nuts
- Chocolate Caramel Popcorn Clusters
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

Break Enhancements

Cookies *per dozen*

- Jumbo Chocolate Chip, Peanut Butter, Chocolate Chunk and Oatmeal-Raisin Cookies
- Chocolate Brownies
- Classic Shortbread Cookies

Etcetera

- Selection of Häagen Dasz Ice Cream Bars
- Frozen Fruit Bars
- Assorted Energy Bars and Power Bars
- Chocolate-Covered Strawberries
- Giant Soft Pretzels, Deli Mustard
- Granola Bars
- Assorted Candy Bars
- Selection of Whole Fruits
- Coca-Cola Products & Bottled Water
- Red Bull

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COLD BUFFET LUNCH

The Deli Board

- DELI MEATS TO INCLUDE:
Sliced Roast Beef, Ham and Glazed Turkey Breast
- ASSORTED CHEESES TO INCLUDE:
Swiss, Cheddar and American Cheese
- CONDIMENTS TO INCLUDE:
Whole Grain Mustard, Mayonnaise and Ketchup
- SHREDDED LETTUCE, SLICED BEEFSTEAK
TOMATOES, RED ONIONS AND KOSHER
DILL PICKLES
- DAILY PASTA SALAD
- ASSORTED BREADS AND ROLLS
- HOME MADE CAJUN CHIPS
- FINGERLING POTATO SALAD
- CARROT CAKE
- CHEESE CAKE
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

Wrap It Up

- CAJUN TURKEY BREAST and CHEDDAR
CHEESE WRAP
Sliced Tomato and Parsley Pesto
- THE ITALIAN WRAP
Salami, Sopressata, Fresh Mozzarella,
Roasted Red Peppers, Olive Tapenade and Arugula
- ALBACORE TUNA LEMON WRAP
Chopped Egg, Celery and Romaine Lettuce
- MESCLUN SALAD
Goat Cheese, Oven Roasted Tomatoes
and Balsamic Vinaigrette
- CONDIMENTS
Whole Grain Mustard, Honey Mustard, Smoked Chile
Mayonnaise and Ketchup
- TERRA CHIPS
- FRESH FRUIT DISPLAY
- ASSORTMENT OF HOME MADE COOKIES
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

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COLD BUFFET LUNCH CONTINUED

Salad Bar

- ROMAINE HEARTS
- BABY MIXED GREENS
- VEGETABLES
Vine Ripened Tomatoes
Carrots, Broccoli, Cucumbers,
Red Onions and Sliced Mushrooms
- GRILLED CHICKEN BREAST
- SMOKED TURKEY
- HAM
- POACHED SHRIMP
- APPLE WOOD SMOKED BACON
- ASSORTED CHEESES
Stilton, Cheddar, Feta and Parmesan Cheese
- PAPRIKA CROUTONS
- DRESSINGS
Key Lime Vinaigrette, Sherry Vinaigrette,
Stilton Vinaigrette, Caesar Dressing, Balsamic
Vinegar and Extra Virgin Olive Oil
- KEY LIME PIE
- MINIATURE PASTRIES
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEA

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HOT BUFFET LUNCH

Le Bistro

- ROASTED SLICED NEW YORK SIRLOIN
Horseradish Stilton Cheese Sauce
- HERB CRUSTED GROUPER
Key-Lime Beurre Blanc
- MESCLUN GREENS AND ARUGULA SALAD
Sherry Vinaigrette
- POTATOES ROMANOFF
- GRILLED VEGETABLE MEDLEY
- APPLE TARTS
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

Southwestern Border

- BASKET OF FRESHLY BAKED JALAPENO
CORN MUFFINS
- CHOPPED ROMAINE SALAD
Jalapeno Ranch Dressing, Cheddar Cheese
and Crisp Tortilla
- LEMON AND CILANTRO GRILLED SHRIMP
Two Tomato Salsa
- PULLED GREEN CHILI ROAST PRIME RIB
- STEAMED WHITE RICE and YELLOW CORN
- BLACKENED CHICKEN QUESADILLAS
Smoked Chipotle Mayonnaise
- GRILLED AND ROASTED VEGETABLES
Chili Oil
- CARAMEL FLAN
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

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HOT BUFFET LUNCH CONTINUED

The Reach Trattoria

- SEARED YELLOW FIN TUNA
Marinated Fennel and Tomato Salad
- GRILLED CHICKEN BREAST
Wild Mushroom Sauce
- RIGATONI PASTA
Fresh Tomato and Basil Sauce
- ROASTED ARTICHOKE
Aged Balsamic Vinegar
- CLASSIC CAESAR SALAD
Shaved Parmesan and Paprika Croutons
- MOZZARELLA AND BEEFSTEAK TOMATOES
Fresh Basil and Extra Virgin Olive Oil
- CHOCOLATE AND ALMOND BISCOTTI
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

The Reach Barbeque Pit

- JALAPENO CORNBREAD
- SALOON STYLE SHORT RIBS
- TEXAS STYLE GRILLED CHICKEN
- COLE SLAW

- CHARRED TOMATO AND GRILLED RED
ONION SALAD
- SPINACH SALAD
Smoked Bacon, Toasted Corn, Roasted Red Pepper,
Creamy Ranch Style Dressing
- PECAN BROWNIES
- PEANUT BUTTER SQUARES
- COFFEE, DECAFFEINATED COFFEE AND
SELECTION OF HERBAL TEAS

" Please add 22% service charge and 7.5% sales tax to all above menus."

BOXED LUNCH

Boxed Lunch

(Choice of Two Half Sandwiches)

- Sliced Steak
Caramelized Onions, Mushrooms, Spinach and
Chipotle Cream, Texas Toast
- Marinated Grilled Vegetable
Basil Pesto, Sun Dried Tomato Wrap
- Cobb Salad Wrap
Grilled Chicken Breast, Bacon, Avocado,
Tomatoes, Egg, Chopped Lettuce
and Key Lime Vinaigrette
- The Reach Club
Fresh Turkey, Bacon, Crisp Lettuce,
Tomato and Mayonnaise
- Tuna Fish Salad and Romaine Lettuce Wrap
Chopped Tomato, Cucumber
and Spicy Mayonnaise

All Boxed Lunches are served with the following:

- Cole Slaw
- Fingerling Potato Salad
- Chocolate Chip Cookie
- Whole Fruit

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TWO COURSE SEATED LUNCHEON

~ ENTRÉE ~

(Select One)

- CHARRED SLICED STRIP STEAK
Cream Spinach and Bordelaise

- ROASTED CHICKEN BREAST
Truffle Mashed Potatoes
Chicken Jus

- POACHED SHRIMP CHOPPED SALAD
Cucumber and Haricots Verts, Asparagus
Sherry Vinaigrette

~ DESSERT ~

(Select One)

- MELODY OF ISLAND FRUITS

- THE REACH WARM CHOCOLATE CAKE

- KEY LIME PIE

- COFFEE, DECAFFEINATED COFFEE AND
A SELECTION OF TEA

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HORS D'OEUVRES – RECEPTION

(Minimum 25 pieces of each selection)

~ Cold Hors D'oeuvres ~

- TOMATO & HERB GOAT CHEESE
BRUSCHETTA
Basil, Calamata Olive

- SMOKED SALMON & HORSERADISH
NAPOLEON
Capers and Crème Fraiche

- KEY WEST PINK SHRIMP COCKTAIL
Classic Cocktail Sauce

- TUNA TARTARE
Crisp Wonton, Wasabi and Micro Greens

- FRESH CRAB SUMMER ROLL
With Vietnamese Herbs and a Red Curry Sauce

- PRIME STEAK TARTAR CROSTINI
Basil, Aioli, Black Truffle

- SPICY LOBSTER SALAD TOASTS
Corn, Red Pepper and Cilantro

- SEARED STEAK
Pickled Red Onion and Stilton Sauce

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HORS D'OEUVRES – RECEPTION CONTINUED

(Minimum 25 pieces of each selection)

~ Hot Hors D' Oeuvres ~

- JUMBO LUMP CRAB CAKE
Minced Vegetable Tartar Sauce, Drawn Butter

- SMOKED BACON AND STILTON CHEESE
POPOVERS
Gorgonzola Sauce and White Truffle Oil

- SLICED NEW YORK STRIP STEAK
Black Truffle Cream Spinach
Toasted Baguette

- BUFFALO STYLE CHICKEN SKEWERS
Celery, Ranch Dressing

- CRISP VEGETABLE SPRING ROLL
Sweet Chili-Cilantro Sauce

- MINI CHEDDAR CHEESEBURGERS
Dill Relish, Ketchup and Dijon Mustard

- CRISP FRIED SHRIMP
Spicy Remoulade and Classic Cocktail Sauce

- FILET MIGNON SKEWERS
Portobello Mushrooms, Roasted Garlic,
Steak Sauce

- PEPPERONI, PARMESAN CHEESE AND
ROASTED TOMATO PIZZETTES

- PIGS IN A BLANKET
Whole Grain Mustard

- CLAMS CASINO
Herbed Butter and Smoked Bacon

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STATIONS – RECEPTION

All items on a per person basis will be prepared for the entire guarantee.

Prices are based on a 1-hour presentation and will be pro-rated for longer receptions.

- **Artisanal Cheese Display**
Select Aged and Young International Cheeses
Flatbreads, Country Breads and Water Crackers

- **Assorted Crudités**
With Chef's Selection of Dipping Sauces

Harvest

- Assorted Crudités
Herb Dipping Sauce
- Smoky White Bean Dip
- Hummus and Olive Tapenade
- Fresh Mozzarella, Basil, Sun Dried Tomato and Garlic
- Assorted Fresh and Dried Fruits
- Citrus and Herb Marinated Olives
- Artisanal Cheese Display
- Assorted Flatbreads, Artisan Breads and Toasted Pita Chips

Grilling Station*

- A Selection of Meat, Fish, Fowl and Vegetables
Grilled In Front Of Your Guests

- Blacken Chicken with Cilantro Yogurt Sauce
- Herb Rubbed Vegetables Drizzled with
Herb and Parmesan Dressing
- Filet Mignon and Portobello Mushroom Skewers
- Citrus Marinated Shrimp Brochettes
Sweet Chili Sauce

*Uniformed Chef required

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STATIONS – RECEPTION CONTINUED

Carving Station*

Select one

- Island Spice Rubbed Leg of Lamb
Creamy Feta Sauce, Herb Focaccia

- New York Strip Steak
Black Truffle Creamed Spinach
Garlic Croutons

- Roasted Turkey Breast
Apple Sourdough Stuffing and Natural Pan Gravy

- Herb Marinated Pork Tenderloin
Golden Raisin Chutney

- Seared Yellow Fin Tuna
Stirred Fried Bean Sprouts and Soy Vinaigrette

Uniformed Chef required

Pasta Station*

Select two

- Rigatoni Pasta, Sweet Sausage, Spinach and
Parmesan

 - Farfalle Pasta, Smoked Chicken in Pesto Sauce

 - Orecchiette Pasta, Florida Key Shrimp
Spicy Tomato Sauce

 - Penne Pasta, Tomato,
Basil and Shaved Parmesan
- ~ Accompanied by Garlic Bread~

*Uniformed Chef required

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STATIONS – RECEPTION CONTINUED

Sauté Station*

Select two

- Veal Medallions, Caper, Lemon and Extra Virgin Olive Oil
- Shrimp Scampi and Orzo Pasta
- Chicken Portobello Mushrooms and Fresh Herbs

*Uniformed Chef required

*****Atlantic Shellfish**

- Freshly Shucked and Poached Shellfish
Cucumber Mignonette, Cocktail Sauce,
Lemon on Crushed Ice
- Poached Shrimp
- Freshly Shucked East and West Coast Oysters
House Made Cocktail Sauce
- Iced Crab Claws (Seasonal Varieties)
- Smoked Chile Marinated Calamari Salad
Lime, Cilantro
- Seared Rare Sesame Crusted Yellow Fin Tuna

***Based on Market Price

***Subject to Additional Charge

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BUFFET – DINNER

The Royal Palm

- Assorted Dinner Rolls
- Reach Salad
Baby Greens with Fresh Herbs, Cucumber,
Petite Tomatoes and Garlic Croutons
Key Lime Vinaigrette
- Roasted French Cut Chicken Breast
Jerk Marinade
- Charred New York Strip Steak
- Pan Seared Grouper Provencal
Stewed White Beans and Spinach Ragout
- Penne Pasta, Tomato, Basil and Shaved Parmesan
- Marinated Roasted Vegetable Salad
- Key Lime Tarts
- Mini Chocolate Cakes
- Coconut Cookies
- Coffee, Decaffeinated Coffee and a Selection of
Herbal Teas

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BUFFET DINNER CONTINUED

The Mangrove

- Assorted Dinner Rolls
- Marinated Baby Mozzarella & Roasted Red Peppers
Balsamic Vinaigrette
- Shrimp Cocktail
House Made Cocktail Sauce
- Haricots Verts Salad
Feta Cheese, Calamata Olives
- Reach Salad
- Free Range Chicken
Jerk Marinade
- Grilled Mahi-Mahi
Marinated Arugula
- Farfalle Pasta, Pancetta,, Green Peas, Caramelized Onions, Truffle Cream Sauce
- *Roasted Prime Rib of Beef
- Mashed Potatoes
- Assorted Finger Desserts
- Coffee, Decaffeinated Coffee and a Selection of Herbal Teas

Uniformed Chef required

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BUFFET DINNER CONTINUED

Barbeque at The Reach

- Baskets of Homemade BBQ Potato Chips on Bars
- Barbeque Style, prepared on outdoor grills
- Spinach Salad, Crispy Smoked Bacon, Oven Roasted Tomato, Grilled Red Onion and Creamy Ranch Dressing
- Saloon Style Short Ribs
- Texas Style Grilled Chicken
- Buffalo Style Mahi-Mahi
- Charred Tomato and Onion Salad
- Home-baked Jalapeno Cornbread
- Horseradish Sauce
- Spicy BBQ Sauce
- House Pickled Cucumbers

Dessert

- Strawberry Short Cake
Vanilla Sponge Cake Crème Anglaise
And Strawberry Sauce
- Smore's Tart
Graham Cracker Crust, Chocolate Pudding
and Toasted Marshmallow

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PLATED THREE COURSE – DINNER

Please select one first course, one entrée, and one dessert. Coffee and Tea will be offered.

First Courses

- REACH SALAD
Baby Mixed Greens, Cucumbers,
Red Grape Tomatoes, Garlic Croutons
Sherry Vinaigrette
- TRADITIONAL CAESAR SALAD
Paprika Croutons
- ORGANIC SPINACH SALAD
Walnuts, Marinated Carrots, Stilton Cheese
Stilton Vinaigrette
- TOMATO AND FRESH MOZZARELLA
SALAD
Haricots Vert
Balsamic Glaze
- MARYLAND CRAB CAKE
Vegetable Tartar Sauce
- LOBSTER BISQUE
Crisp Red Pepper Ravioli
- CONCH CHOWDER
Smoked Bacon and Toasted Corn
- JUMBO SHRIMP COCKTAIL
House Made Cocktail Sauce and Cucumber Salad

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PLATED THREE COURSE – DINNER CONTINUED

Main Courses

- PISTACHIO CRUSTED GROUPER
Citrus Cardamon Sauce, Braised Leeks

- SEASME COATED TUNA
Sautéed Bean Sprouts,
Chopped Edamame,
Soy Caramel Sauce

- PAN SEARED SNAPPER PROVENCAL
Stewed White Beans and Spinach Ragout

- FREE RANGE CHICKEN BREAST
Roasted Garlic Glazed, Sautéed Fingerling Potatoes
And Ragout of Seasonal Vegetables

- FILET MIGNON
Whipped Potato Puree
Truffle Creamed Spinach, Bordelaise

- GRILLED HERB MARINATED VEAL CHOP
Grilled Asparagus, Mushroom Fricassee

- SURF & TURF
Filet Mignon and Fresh Maine Lobster
Béarnaise and Bordelaise Sauces

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PLATED THREE COURSE – DINNER CONTINUED

Seated Dessert

- Individual Key Lime Pie
Ginger Snap Crust, Candied Lime

- Warm Triple Chocolate Cake
Espresso Whipped Cream, Vanilla Sauce

- Warm Caramelized Apple Tart
Caramel Sauce, Vanilla Ice Cream

- Individual Cheesecake
Fresh Seasonal Berries, Limoncello Gumdrops

- Dulce de Leche
Chocolate Dipped Candied Lemon, Espresso Drizzle

- Miniature Angel Food Cake
Seasonal Berry Compote, Port Sorbet

- Tahitian Vanilla Crème Brule
Roasted Pineapple, Pistachio Biscotti

- Hazelnut and White Chocolate Napoleon
Chocolate Sauce, Mint Whipped Cream

- Profiteroles with Chocolate, Coffee and
Vanilla Ice Creams
Table Side Poured Chocolate Sauce

- Caramelized Banana Foster Crepes
Vanilla Ice Cream, Rum Sauce

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BEVERAGE

Beverage Selections

Premium

Jack Daniel's
Absolut
Tanqueray
Johnnie Walker Red
Bacardi
Captain Morgan
Canadian Club
Jose Cuervo Gold

Ultra Premium

Makers Mark
Grey Goose
Bombay Sapphire
Seagram's VO
Bacardi 8
Captain Morgan
Sauza Commerativo

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BEVERAGE CONTINUED

Beers

Choice of Four

Domestic Beer

Miller Light

Budweiser

Bud Light

Coors Light

O'Doules (non-alcoholic)

Imported Beer

Amstel Light

Heineken

Corona

Red Stripe

Specialty & Craft Beer

Sam Adams

Michelob Ultra

Host Bar

Beverage Service on a Per Drink Basis

Call Brands

Premium Brands

Ultra Premium Brands

Wine

Assorted Coca-Cola Products

Bottled Waters and Red Bull

Bartender Fee Per Bartender

One per 75 attendees required

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WINE

Featured Wines, Priced Per Bottle

Champagne and Sparkling Wines

Saint Hilaire Brut, Blanquette de Limoux
Mirabelle' Brut, Sonoma
'J' Vineyards Brut, Russian River
Veuve Clicquot 'Ponsardin' Brut, Reims
Moet & Chandon 'Cuvee Dom Perigno', Eprnay

Chardonnay

Sycamore Lane, California
Hawk Crest, California
Iron Horse Estate, Russian River
Kendall Jackson Grand Reserve, California
Sonoma Cutrer, 'Russian River Ranches', Sonoma
Au Bon Climat, Sonoma
Matanzas Creek, Sonoma
Pine Ridge, Carneros, Napa
Jordan, Russian River
Cakebread, Napa

Pinot Noir

Castle Rock, Willamette Valley
MacMurray Ranch, Sonoma
Deloach, Russian River Valley
Cambria Julia's Vineyard, Santa Marie Valley

Merlot

Hawk Crest, California
Frei Brothers, Russian River
Alexander Valley Vineyards, Alexander Valley
Franciscan 'Oakville Estate', Napa
Freemark Abbey, Napa
Matanzas Creek, Sonoma
Pine Ridge, Crimson Creek, Napa
Clos Pegase, Napa

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WINE CONTINUED

Cabernet Sauvignon

Sycamore Lane, California
Hawk Crest, California
B.R. Cohn, 'Silver Label', North Coast
Ravenswood, California
Louis Martini, Napa
Coppola 'Black Diamond' Claret, California
Chalk Hill, Cabernet, Imagination, Sonoma
Kendall Jackson Grand Reserve, California
Simi, Alexander Valley
Honig, Napa
Chateau Montelena, Napa
Pine Ridge, Rutherford', Napa
Jordan, Sonoma
Stag's Leap Wine Cellars 'Artemis', Napa

Syrah, Shiraz and Zin

Peter Lehmann, Shiraz, Australia
Rosenblum, 'Vintners Cuvee', Zinfandel, California
Qupe Syrah, Central Coast
Murphy Goode, 'Liars Dice', Zinfandel, Sonoma
Jaffurs, Syrah, Santa Barbara
Frog's Leap Zinfandel, Napa
Penfolds 'Bin 389' Shiraz-Cab, Australia

Sauvignon Blanc, Riesling and others

Whitehaven, Sauvignon Blanc, New Zealand
Ponzi, Pinot Blanc, Willamette Valley, Oregon
Tommasi Pinot Grigio, Veneto
Groth, Sauvignon Blanc, Napa
Sancerre Pascal Jolivet, France
Santa Margherita Pinot Grigio, Alto Adige

Italy and Italian, Preoccupations

Castello Di Querceto, Chianti Classico, Tuscany
Bussola, Valpolicella
Castello Banfi, Chianti Reserva, Tuscany

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GENERAL INFORMATION

Audio Visual Equipment

A wide Selection of audio-visual equipment and services are available on a rental basis. Orders may be placed through the Catering Department. Outside vendors are prohibited to set-up audio-visual equipment at the Reach Resort. All rentals necessitate a 22% Service Charge and 7.5% Sales Tax.

Beverage Service

If alcoholic beverages are to be served on the hotel premises (or elsewhere under the Hotel's alcoholic beverage license), the Hotel will require that beverages be dispensed only by Hotel servers and bartenders. The Hotel's alcoholic license requires the Hotel to (1) request proper identification (photo ID of any person of questionable age and refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced) and (2) refuse alcoholic beverage service to any person who, in the Hotel's judgment, appears intoxicated. The Reach Resort as a licensee is responsible for the administration of the sales and service of alcoholic beverages in accordance with the Florida Legislative Commission's regulation. It is a House Policy, therefore, that all alcoholic beverages must be supplied by the Hotel.

Billing

Billing agreements for all events must be made in accordance with Hotel policies. All requests for direct billing must be authorized by our Accounting Department. If a deposit is required, it is considered non-refundable. Approved billings are payable within thirty days of receipt of statement. In the event of social functions, deposit will be required when the contract is signed and the balance due 5 days prior with the final count. All Direct Bill Applications must be submitted 30 days prior to function date.

Cancellation

Cancellation must be made with our Catering Office between the hours of 8:00 a.m. and 6:00 p.m. Monday-Friday. Cancellation fees will apply in accordance with Hotel policies. IN THE EVENT OF A CANCELLATION MORE THAN 6 MONTHS PRIOR TO THE FUNCTION DATE, 25% OF THE EXPECTED BANQUET CHARGES WILL APPLY; MORE THAN 90 DAYS TO 6 MONTHS PRIOR TO THE FUNCTION DATE, 50% OF THE EXPECTED BANQUET CHARGES WILL APPLY; AND 90 DAYS OR LESS TO THE FUNCTION DATE, 75% OF THE EXPECTED BANQUET CHARGES WILL APPLY. Should your original expected attendance for these catered food functions be reduced by more than 20%, your group will be responsible for compensation to the Reach Resort at the agreed upon average check for those functions multiplied by the amount of guests in excess of the 20% slippage figure

Damages

Patron agrees to be responsible for any damages done to the premises or any other part of the Hotel, during the period of time the patron, his guests, invitees, employees, independent contractors or other agents are under patron's control, or the control of any independent contractor hired by the patron.

Decorations

Fresh floral arrangements and special theme decorations may be ordered through the Catering Department. Streamers and confetti are prohibited in the function room without the consent of the Catering Department.

Electrical Charges

Special electrical needs can be arranged through our Engineering Department. Charges will be based on the materials and labor involved and the power drain. Special electrical requirements must be specified at least 72 hours prior to your function.

Function Rooms

Function rooms are held only between the hours indicated on your confirmation. The Hotel assigns function rooms based on the guaranteed number of attendees. Final confirmation of rooms can be made at the time the guarantee is given. All rooms are subject to change. Any group that requires a room to be reset on the day of the function will be charged at \$150.00 reset-up fee. Excessive noise must be approved through the Catering Department.

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Guarantees

It is a requirement that the Catering Office is notified at the exact number of attendees by noon, five (5) working days prior to the event. This minimum number of guests will be considered a guarantee for which you will be charged even if fewer guests attend. **All buffets are set for a minimum of 25 guests.** For groups smaller than 25 people, a **20% surcharge will apply.** The Hotel will set-up 3% over the final guarantee figure; however, food is prepared for the guarantee only. If no guarantee is received by the Catering Office, we will then consider your last indication of number of attendees as the guarantee.

Labor Charge

Additional carver's, station attendant, food and cocktail servers are available at \$100.00 fee. Bartender Charge \$100.00 plus applicable tax; Cashier Charge \$75.00 plus applicable tax.

Lost and Found

The Housekeeping Department administers the Lost and Found. The Hotel cannot be held responsible for damage or loss of any articles or merchandise left in the Hotel prior to or following your banquet or meeting. Security arrangements should be made for all merchandise or article set-up prior to the planned event, or left unattended for any time.

Package Receiving

All packages must identify group name, arrival date, client and Catering Manager's name. There is a \$10.00 charge per box for the moving and handling of any shipped materials.

Schedule

Established times on programs are followed per this agreement. The patron is responsible for abiding by these schedules to accommodate possible commitments for function space prior to or following the arranged program

Service Charges & Sales Tax

Twenty percent (20%) service charge and applicable state sales tax will be added to all catering services. Florida law states that the service charge is subject to sales tax

Signs

No signs are permitted in public areas of the Hotel and Restaurant. Signs, banners, or posters or any other item may not be affixed to any wall, ceiling, door, etc., without advance permission from the Director of Catering.

Weather Policy

In all cases, the Hotel reserves the right to make a final decision if lightning storms or severe weather conditions are expected in the vicinity that may endanger the safety of guests or employees. Should there be a report of 30% or more chance of precipitation in the area, the scheduled function will take place in the designated back-up area. Temperatures below 60 degrees and/or wind gusts in excess of 20 MPH shall also be cause to hold the function indoors. This decision will be made no less than three (3) hours prior to the scheduled starting time of the function. Should the decision be delayed by the client and results in a double set-up of the function, a service charge of \$15.00 per guest will be added to the Master Account

The above information and detail specifications as outlined in the function order are approved and accepted.

Guest's Signature _____ Date _____

" Please add 22% service charge and 7.5% sales tax to all above menus."