



Banquet Informational Package

www.thearborealinn.com

18191 Old Grand Haven Road

Spring Lake, MI 49456

Thank you for considering the Arboreal Inn for your event. Our goal is to make your event unique and special. Our facilities offer a secluded, private location with a traditional, elegant feel perfect for anything from a business meeting to a small wedding. Our Orchard Room features a beautiful fireplace, rich cherry wood floors, and classic gold chandeliers while our Arbor Room highlights a neutral palate with beautiful autumn accents.

Beyond our facilities, the Arboreal Inn's professional staff exceeds all expectations by providing the closest attention to detail. We will work with you to create the vision you desire for your event. Our staff takes pride in caring for guests and always provides the highest quality service. At the Arboreal Inn your needs and those of your guests are the highest priority.

Whether you need to hold a business meeting or host a small wedding, the Arboreal Inn can serve you. Our goal is to make your special occasion an event to remember. Thank you for your interest in allowing us to be a part of your special occasion. Please contact us with any questions or concerns you may have.

Sincerely,

Jason & Jillianne Fettes
Arboreal Inn Managers

Banquet Policies

Here at the Arboreal Inn, we offer our rooms free of charge. Our Orchard Room is available for parties greater than 33, and our Arbor Room is available for parties of 33 or less. On the day of the event, the room will be reserved exclusively for your party allowing you to come in for early set up if needed. We do ask that you contact a manager ahead of time so we can have the facilities unlocked for you.

We do require a room deposit. For events in our Arbor Room, the deposit is \$250. Events located in our Orchard Room have a \$500 deposit. This deposit is taken off of the final bill. The deposit is non-refundable if a cancellation occurs within 7 days of the event. This is to cover a portion of the food we have already ordered for the event. The deposit simply secures the date of your event with us.

We will be in contact with you 7 days before the event takes place to finalize details. At this time, we will ask for a final head count of your guests. We do charge according to this final head count. If you have guests who cannot make the event last minute, we do allow for you to take their dinner home if you would like. We charge for this final count because this is the amount of food we buy for the event. We can always add to an event so if you have people who would like to come last minute, please give us a call so we can add additional seating.

It is our company policy to automatically add 6% Michigan sales tax and 20% gratuity to the final bill. Tax and gratuity are not reflected in the banquet prices shown in this package.

We encourage you to pick 3 menu options from any price category on the banquet menu provided. We will then create a unique menu for your guests to choose their dinner from. The menu will include the beverage options you picked, appetizer, dinner choices, and dessert option. We will have a menu at every place setting before your event begins. Our servers will take each guests order the night of the event. The dinner options all include our Arbor Salad, dinner rolls, vegetable medley, and a potato.

We offer appetizer trays that feed 25 people at a discounted price for our banquet guests. We have several options to pick from, which can be found on the appetizer page in this package.

You may choose to add a dessert choice for your guests for \$4 per person. If you would like to bring in a cake for an event such as a wedding or birthday, we charge a 75 cent cake cutting fee per person or \$15, depending on which is larger. We will cut the cake and serve it to the guests. Due to health code regulations, this cake must be from a certified bakery. It cannot be homemade. If a homemade cake is presented, we will politely ask you to leave it in your car for the evening. We must abide by the sanitation rules and regulations of the health department.

If you have any questions, concerns or special needs pertaining to these policies, please feel free to contact us anytime. Our goal is to create a special evening for you and your guests.

Bar Packages

The Arboreal Inn reserves the right to control all serving of alcohol on premises as our liquor license allows. Management may discontinue service of alcohol to anyone at anytime. All alcohol must be consumed on premises and may not leave the building. Any and all alcohol found on premises not purchased from the Arboreal Inn will be discarded immediately.

All guests must have proper identification in order to be served alcoholic beverages. Any guest under the age of 21 found consuming alcohol will be escorted off the property and management may discontinue service. We reserve the right to refuse alcohol for the remainder of the event to any guest who becomes over intoxicated.

Prices are subject to change and do not include 6% sales tax or 20% gratuity.

At the Arboreal Inn, we pride ourselves in having an eclectic beer and wine selection. You will be meeting with Jillianne who will assist you in deciding the best options for the bar. Traditionally, the two bar options include a cash bar or a host bar; however, depending on your needs other options may be available. For example, you may choose exclusive bottles of wine to offer your guests, or offer only beer and house wine. Prices will vary for these options. You may also consider a capped bar. Please contact Jillianne with any further questions.

Host Bar: This option allows your guests to order whatever drinks they may like. Beverage costs are added to a master tab for which the host is responsible to pay at the conclusion of the event.

Cash Bar: This option allows your guests to purchase drinks directly from the server or bartender. Guests are responsible for their beverage tabs.

Prices Per Beverage

Wine by the glass: We offer 4 types of house wine by the glass for \$5.50. They include Cabernet Sauvignon, Merlot, Pinot Grigio, and Chardonnay. If you are looking for something a little different we also have:

Riesling, Blufeld	7
Pinot Grigio, Italico	6
Sauvignon Blanc, Kono	7
Un-Oaked Chardonnay, Clou du Bois	7
Chardonnay, Concannon	6

Pinot Noir, Jargon	6
Malbec, Chakras	7
Merlot, Revelry	9
Cabernet Sauvignon, 14 hands	7
Cabernet Sauvignon, Sterling	9

Bottled wine

If this is something you are interested in, please see Jillianne for a wine list.

Bottled beer

Prices range from \$4.00 to \$6.50. Our beer list can be found on our website.

Liquor

Cocktails range from \$5.00 to \$10.00 depending on the drink of choice.

Please contact us with any questions, comments or concerns. We will be happy to answer any questions you may have. Our goal is to work with you to create the event you and your guests' desire. Thank you for your time and consideration.

Arboreal Dinner Packages 11/5/13

Select 3 options from any package

\$23 Package

Pork Chop- grilled and topped with a flame roasted maple apple glaze

Parmesan Encrusted Whitefish topped with a lemon beurre blanc

12 oz. Ribeye grilled and topped with a mushroom demi

Chicken Marsala- Chicken breast scaloppini style topped with our house marsala sauce on a bed of angel hair pasta, served with vegetables.

Chicken Alfredo- Scaloppini chicken pieces tossed in our homemade alfredo sauce and served over penne pasta

Vegetarian Rotini Bruschetta- Fresh tomatoes, onions, garlic, basil, and fresh mozzarella sautéed in a balsamic glaze and set on top of gluten-free rotini

\$28 Package

Pistachio Encrusted Salmon topped with a key lime beurre blanc

Chicken A l' Orange- Frenched roasted chicken breast topped with a tangy orange sauce

Seafood Alfredo-Lobster, crab, and fresh fish in our homemade alfredo sauce and served over bowtie pasta

Lobster Ravioli- Lobster stuffed ravioli cooked in our savory parmesan truffle crab cream sauce

Mixed Grill- 3oz filet medallion topped with mushroom demi, 2 lamb lollipops with an rosemary au jus and 2 cajun shrimp

Whitefish Oscar- Filet of whitefish encrusted in parmesan and topped with lump crab meat and béarnaise

\$35 package

Lobster Tail- 8 oz. Lobster Tail broiled and served with drawn butter

Filet Mignon- Center cut filet grilled and topped with béarnaise or gorgonzola

Tournedos Trio-Trio of filet medallions grilled and served with our house sauces

Chicken Oscar-Chicken breast scaloppini style topped with jumbo lump crab meat and béarnaise, over angel hair pasta and served with asparagus

Stuffed Whitefish- Lake Superior whitefish stuffed with a lobster and crab stuffing and topped with our lemon-beurre blanc

All entrees include our Arbor salad, Dinner Rolls, Potato and Vegetables

***Excludes 20% gratuity and sales tax**

Add Dessert to any package for \$4

Pick one:

Lemon Mascarpone

Turtle Cheesecake

Profiteroles

You may mix and match any of the items on the list.

For example: Chicken Marsala would be at \$23, Encrusted Salmon At \$28 and Filet Mignon would be at \$35.00.

Appetizers (feeds 25 people)

Whitefish Dip \$40

Hummus \$40

Shrimp Cocktail \$60

Spinach Dip \$40

Cheese platter \$50

Crab Stuffed Mushrooms \$50

Fresh Fruit Platter \$50

Fresh Vegetable Platter \$50

Arboreal Inn Banquet Contract
18191 174th Ave.
Spring Lake, MI 49456

Name: _____

Event Date: _____

Event Time: _____

Room: _____

Room Deposit Amount: _____

* Refund of room deposit forfeited if event is cancelled less than 7 days prior to event date.

Date Deposit Received: _____

Number of Guests: _____

Notes: _____

Guest Signature & Date: _____

Manager Signature & Date: _____