



## 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](mailto:SmithfieldStation@SmithfieldStation.com)*

### GENERAL POLICIES

Your event is a top priority to us! In order to make this event as successful as possible, we will work side by side with you throughout the course of it. It is recommended that we have an initial meeting with you to determine what you want your event to be like and what financial considerations need to be addressed. From there we will go to contract which holds many of the necessities of the event in it and will let you know exactly what you should receive. Upon signing a contract, a deposit will be required to hold your space and final payment will be due the day of the event. We promise to do everything in our power to make your event a success.

### DEPOSIT

A deposit equal to 50% of the estimated meeting room rental, food, beverage, and service charges must be paid at the time of contract or 60 days prior to the event, whichever is later. The balance of the estimated charges must be paid by the day of the event. Cancellation of the Client's event is without penalty up until 60 days prior to the event. From 60 to 30 days prior, the Client must pay a cancellation fee of 25% of the estimated total of the event charges. After 30 days, the cancellation penalty is 50% of the total estimated charges.

### MEETING SPACE AND BANQUET ATTRITION

The Client may reduce the number of expected attendees by 20% with no penalty until 30 days prior to the event. After 30 days prior to the event, there is a cancellation fee per person canceled, and the fee is equal to 50% of the contracted per person food, beverage, and service charges.

### 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
Bar Setup	\$65.00 per event

### AUDIO-VISUAL EQUIPMENT

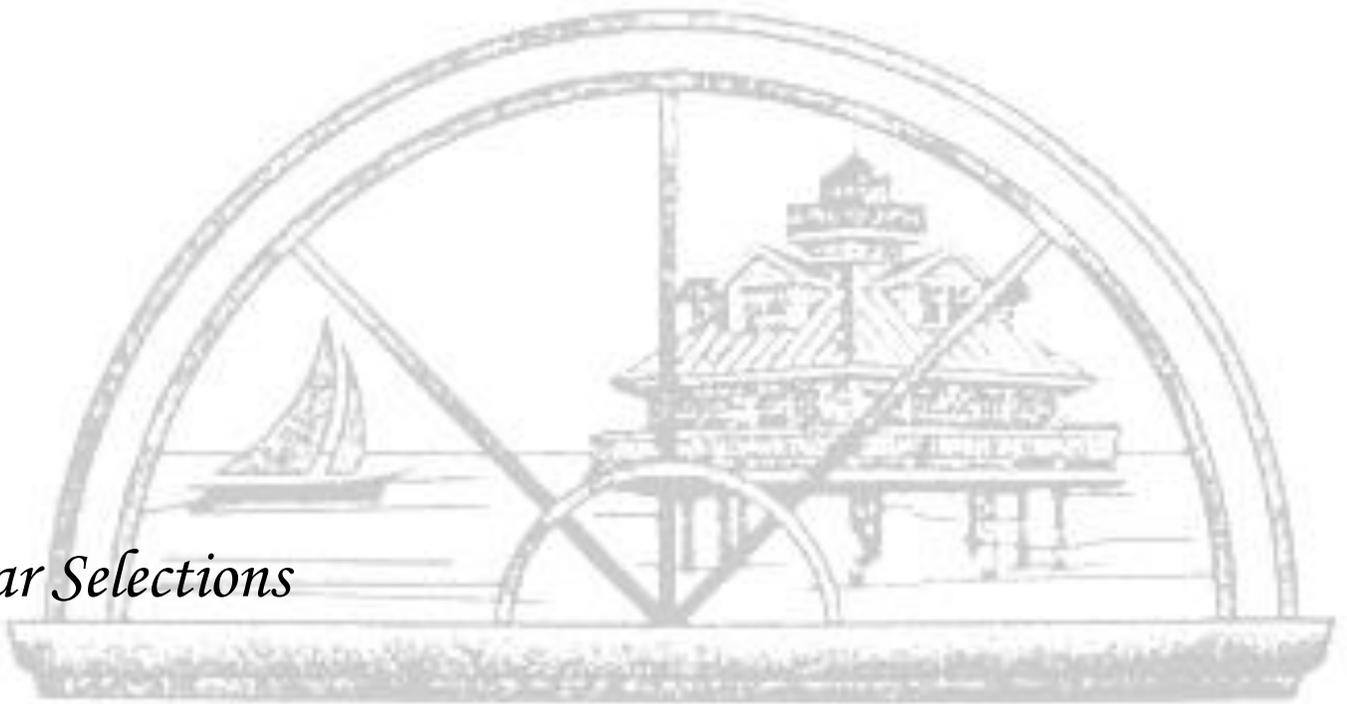
Arrangements for audio-visual equipment should be made two (2) weeks prior to the function. Charges for equipment are as follows:

Flip Charts	\$20.00 each
AV Projector	\$75.00
TV and VCR	\$25.00
Microphone	\$25.00

### ADDITIONAL CHARGES FOR OFF PREMISE CATERING

Linen Rental:

Table Cloths	@\$7.00 ea.
Linen Napkins	@\$1.00 ea.
Table Skirts	@\$15.00 ea.
Other specialty items	upon request



## Bar Selections

<b>HOST OR CASH BAR</b>	Host	Cash*
Call Brands.....	\$5.25	/ 5.50
Premium Brands.....	\$6.25	/ 6.75
Domestic Beer.....	\$4.25	/ 4.75
Import Beer.....	\$ 5.50	/ 5.75
Wine by the glass.....	\$ 6.25	/ 6.75
Soft Drinks.....	\$2.50	/ 2.75
Kegs.....	Market Price	

\*Cash bar prices include sales tax.

### OPEN BAR

	Call Brands	Premium Brands
Per Hour	\$15.00 pp ++	\$19.00 pp ++

### 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*

### **CONTINENTAL BREAKFAST**

(Minimum 30 people)

Ham Rolls  
Danish Pastry  
Assorted Fruit Bread  
Coffee & Juices  
\$8.00 per person  
Fruit — add \$2.00

### **PLATED 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  
\$14.00 per person

### **OMELETTE STATION**

Let one of our Chef's create your very own omelet. Toppings include crab meat, shrimp, Smithfield Ham, cheeses and much more. Served with coffee, assorted juices and biscuits.  
\$15.00 per person

Add an omelet station to the Country Breakfast  
\$8.00 per person additional

### **MEETING BREAKS**

#### **BEVERAGE SERVICE**

Coffee, Tea, Soft Drinks and Bottled Water.

\$6.00 per person

Coffee only — \$4.00 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)

<b>Station Quiche</b> (Choose from Seafood, Lorraine or Smithfield) served with fresh fruit.....	\$19.00
<b>Petite Filet Mignon</b> — 6 ounce cut of western beef with sautéed mushrooms served with potato and vegetable.....	\$26.00
<b>Chicken Salad Plate</b> — Served on mixed salad greens with fresh fruit and cheese wafers.....	\$19.00
<b>Salad Sampler</b> — Our own shrimp, chicken or ham salads on salad greens with fresh fruit and cheese wafers.....	\$20.00
<b>Blackened Salmon Caesar Salad</b> — Tossed romaine with Caesar dressing, topped with strips of blackened salmon.....	\$21.00
<b>Smithfield Ham Platter</b> — Our world famous dry cured ham with a traditional serving of fried apples and vegetable.....	\$18.00
<b>Fresh Fruit Plate</b> — Fresh seasonal fruit served with cream cheese and honey-yogurt dips and cheese wafers.....	\$18.00

<b>Seafood Platter</b> — Crab cake, shrimps, scallops and flounder filet served broiled or fried with potato and vegetable du jour.....	\$26.00
<b>Flounder</b> — Broiled or fried served with potato and vegetable.....	\$22.00
<b>Jumbo Shrimps</b> — Broiled or fried served with potato and vegetable.....	\$22.00
<b>Scallops</b> — Broiled, fried or St. Jacques served with potato and vegetable.....	\$22.00
<b>Crab Cake</b> — Broiled or fried (1 - 4 oz. cake) served with potato and vegetable.....	\$23.00
<b>Chicken Isle of Wight</b> — Stuffed with Swiss, ham and peanuts served as medallions over rice with vegetable.....	\$25.00
<b>Grilled Chicken Breast</b> — Served on rice with sautéed onions and peppers.....	\$20.00
<b>Country Dinner</b> — Fried chicken breast on sliced Smithfield ham served with potato and vegetable.....	\$19.00
<b>Pasta Primavera</b> — Garden fresh vegetables tossed in Alfredo sauce served over linguini.....	\$20.00
<b>Pork Shenandoah</b> — Pan fried pork medallions with apple-pecan glaze served with vegetable du jour.....	\$22.00

## DESSERTS

(Choose one for group)

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

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 \$2.00 per person plus tax plating charge for all outside desserts.

## 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.....\$110.00

#### Chicken Tenders

Crispy, country breaded chicken tenders.....\$85.00

#### Shrimp and Crab Spring Rolls

Miniature rolls stuffed with shrimp, crab, and vegetables.....\$100.00

#### Swedish Meatballs

1 oz. meatballs in a rich beef and heavy cream sauce.....\$65.00

#### Scallops Wrapped in Bacon

Large sea scallops wrapped in bacon.....\$125.00

#### Thai Chicken Satay

Chicken tenders marinated in a Thai peanut sauce.....\$160.00

#### Seafood Kabob

Sea scallops, shrimp, peppers, and onion marinated in teriyaki.....\$195.00

#### Crab Dip

Crab, cream cheese, heavy cream, red peppers, spinach and sherry topped with parmesan.....(Quart)\$125.00

#### Crab Meat Bites

Smaller versions of our house specialty.....\$175.00

#### Spinach Artichoke Dip

A blend of spinach, artichoke, heavy cream and chicken stock.....(Quart)\$95.00

#### Oyster Rockefeller

Oysters baked with spinach, bacon, heavy cream, pernod, and Parmesan.....\$85.00

#### Asparagus in Phylo Dough

Asparagus tips and fontine cheese wrapped in phylo.....\$120.00

#### Ham and Crab Meat Bites

Smithfield Ham blended with our crab cake rolled into bite size morsels.....\$175.00

#### Shrimp Wrapped in Bacon

Large shrimp wrapped in bacon broiled and topped with Sweet Baby Rays BBQ and melted pepper jack cheese.....\$125.00

#### Oysters on the Half Shell

From local waters.....\$75.00

#### Iced Cocktail Shrimp

Jumbo shrimp spiced with Old Bay seasoning and lemon.....\$125.00

#### Smithfield Ham Rolls

Fresh baked rolls stuffed with Smithfield Ham.....\$75.00

#### Assorted Finger Sandwiches

Chicken and ham salads on white and wheat bread.....\$75.00

#### Strawberries Dipped in Chocolate

Large strawberries dipped in rich milk chocolate.....\$95.00

#### Side of Smoked Salmon

Side of salmon garnished with capers, tomato, egg and cream cheese.....\$145.00

#### Mini Croissant Sandwiches

Buttery croissants stuffed with roast beef, turkey, chicken salad and cheeses.....\$125.00

#### Antipasto Skewers

Skewers of fresh mozzarella, sundried tomatoes, artichoke hearts and green olives.....\$155.00

#### Roasted Vegetable Tray

Garlic roasted carrots, asparagus, squash, peppers and eggplant with herbed ranch.....\$150.00

#### Fruit Kabobs

Skewers of melon, strawberry, and pineapple served with yogurt dressing.....\$125.00

#### Assorted Chicken Wings

Breaded wings tossed in BBQ, hot, and sweet chili sauces.....\$85.00

#### Stuffed Phylo Shells

Bite-sized shells with chicken, Smithfield Ham, and lobster crab salads.....\$65.00

#### Sliced Beef Tenderloin

Sliced tenderloin cooked medium to medium rare served with French bread and creamy horseradish sauce.....\$200.00

#### Gourmet Cheese Board

Display of Gruyere, Van Gogh, Buttermilk Bleu, Fontina, and aged cheddar cheeses.....\$150.00

# 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.....\$300.00

### FRUIT DISPLAY

Cubes of honeydew, cantaloupe, pineapple, watermelon and strawberries served with yogurt dressing. A great centerpiece for any buffet.....\$200.00

### FRUIT AND DOMESTIC CHEESE DISPLAY

Fresh cut fruits and cubes of cheddar, Swiss and pepper jack cheeses served with assorted crackers.....\$225.00

### GOURMET CHEESE BOARD

Display of Gruyere, Van Gogh, Buttermilk Bleu, Fontina, and aged cheddar cheeses.....\$150.00

## 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).....\$300.00

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

Prime Rib of Beef (serves 35 guests).....\$350.00

**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.....\$10.00 per person  
add meat cooked to order add.....\$ 2.00 per person  
\*Attendant required

### FAJITA BAR

Build your own fajitas with sautéed chicken, beef and shrimp, flour tortillas, shredded lettuce, diced tomatoes, cheeses, sour cream, green onions and salsa.....\$12.00 per person  
\*Attendant required

### MASHED POTATO BAR

Creamy whipped new potatoes, smashed sweet potatoes with a variety of toppings.....\$9.00 per person

### CHOCOLATE FOUNTAIN

Rich milk chocolate fountain with bananas, strawberries, pineapples, cookies and pretzels for dipping.....\$10.00 per person

### BITE SIZED SANDWICH STATION

Miniature Station Burgers (ham, bacon, cheddar and crab) and Crab Cake Sandwiches prepared to order.....\$10.00 per person

**Attendant's fee of \$95.00 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.

### CHOPPED SALAD

Assorted wild greens with avocado, tomato, bacon, bleu cheese, chopped egg, onions and herbal vinaigrette dressing

## 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.

## ENTREES

(CHOICE OF TWO for \$35.00 per person)  
(CHOICE OF THREE for \$40.00 per person)

Baby Back Ribs	Fried Chicken Breast
Miniature Crab Cakes	Bourbon St Chicken
Smithfield Ham	Oven Roast Turkey Breast
Cajun Seafood Pasta	Oven Roast Pork Loin
Chicken Isle of Wight	Broiled or Fried Flounder

## VEGETABLE SIDE DISHES (CHOICE TWO)

Oven Roasted Baby Bakers	Cajun Style Rice Pilaf
Au Gratin Potato	Wild Rice
Sugar Snap Peas	Mashed Red Potatoes
Green Beans Almandine	Roasted Vegetable
Vegetable Medley	Honey Glazed Carrots
	Asparagus

## APPETIZERS (CHOICE TWO)

Soup du jour	Potato Salad
Station Chowder	Scallops and Bacon (add \$2 pp)
Peel and Eat Shrimp	Crab Dip
Spinach Artichoke Dip	Oyster Rockefeller

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

**Menu price does not include gratuity and applicable sales tax.**

### Add on a carving station:

Top Round of Beef .....	\$5.00 per person
Spiral Sliced Ham .....	\$4.50 per person
Herb Rubbed Filet of Beef .....	\$12.00 per person
Herb Roasted Turkey Breast .....	\$6.00 per person
Prime Rib of Beef .....	\$10.00 per person

**All carved items served with appropriate sauce and rolls.**

# 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.

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)

Baked potato in place of starch.....\$1.00 per person  
Asparagus in place of vegetable.....\$1.00 per person

- Smithfield Ham Platter** — Sliced baked  
Smithfield Ham .....\$22.00
- Filet Mignon** — Nine ounces of tender western  
beef with a fluted mushroom cap.....\$45.00
- Prime Ribs of Beef** — Served with  
horseradish.....\$38.00
- Filet Mignon & Shrimp** — six ounces of filet  
mignon with Béarnaise sauce on the side, &  
4 jumbo fried shrimp.....\$45.00

- Pork Shenandoah** — Pan fried pork medallions  
with apple-pecan glaze.....\$38.00
- Filet Mignon & Crab Cake** — Six ounces of  
filet mignon (with Béarnaise sauce on the side)  
and a crab cake (served broiled or fried).....\$45.00
- Chicken Isle of Wight** — Boneless breast stuffed  
with Smithfield Ham, Swiss cheese and  
roasted peanuts.....\$39.00
- Seafood Platter** — Crab cake, jumbo shrimps,  
flounder, and scallops served broiled.....\$39.00
- Smothered Chicken** — A boneless breast of chicken  
grilled and topped with sautéed mushrooms, onions,  
melted cheddar and Monterey Jack cheeses.....\$36.00
- Crab Cakes** — (2) broiled or fried.....\$39.00
- Cajun Stuffed Flounder** — Flounder fillet stuffed  
with Cajun seasoned shrimp & crabmeat.....\$38.00
- Stuffed Shrimp** — Jumbo shrimp stuffed with  
crab imperial and broiled with Old Bay  
seasoning & butter.....\$38.00
- Crab Stuffed Salmon** — Atlantic salmon fillet  
topped with crab imperial and Béarnaise sauce.....\$38.00
- Flounder Smithfield** — Broiled flounder fillet topped  
with sautéed jumbo lump crab meat served  
on Smithfield Ham with Béarnaise sauce.....\$39.00
- 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.....\$34.00
- Pasta Primavera** — Garden fresh vegetables  
tossed with Alfredo sauce served over linguini.....\$29.00

## DESSERTS

(Choose one for group)

- |                          |                     |
|--------------------------|---------------------|
| Ice Cream                | Pecan Pie           |
| Hot Fudge Ice Cream Cake | Apple Pie a la Mode |
| Key Lime Pie             | Cheesecake          |
| Crème Brule              | Bread Pudding       |
| Chocolate Confusion      |                     |

*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.*

**PRICES SUBJECT TO CHANGE WITHOUT NOTICE**

