

Alton's Kitchen & Cocktails

———— Casual American Cuisine ——

Private Event Information

January through November - Event Guidelines & Information

Thank you for considering Alton's Kitchen & Cocktails for your gathering. The following pages provide information on our facility, event guidelines and menu options. Please don't hesitate to speak with our event coordinator concerning any questions you may have or to request a custom quote for items or services not listed.

Room Capacities

Private Dining Room: Up to 40 guests, seated. 30, buffet or 45 for cocktail party.

Up to 31 for presentation w/ screen

Small Mezzanine: Up to 20 guests, seated. Accessible only by stairs.

Large Mezzanine: Up to 36 guests, seated or buffet. Accessible only by stairs.

All Mezzanine: Up to 56 quests seated or buffet. Up to 65 for cocktail party. Accessible only by stairs.

Room Fee

Room fees are in addition to the required food and beverage minimum. Rooms fees are added to the final bill and presented at the conclusion of the event.

Lunch \$75 Sunday — Thursday Dinner \$125 Fri & Sat Dinner \$175

There will be an additional charge of \$50 to turn dining spaces into cocktail party spaces due to required set up.

Event Duration, Start & End Times

Event Durations: up to 3.5 hours. Events must take place during the designated hours.

Lunch Monday – Friday may begin as early as 11:30 am and no later than 2pm.

Lunch / Brunch Saturday and Sunday may begin as early as 10am.

Dinner events may begin as early 4pm.

Dinner events on Sunday must end by 9pm.

Dinner events Monday – Thursday by 9:30 pm.

Dinner events Friday & Saturday by 10pm.

Last call will be given 15 minutes prior to end time

Groups staying beyond the 3.5 hour duration will be charged \$25/ half hour thereafter.

Cancellation Fee January - November:

Events booked more than 2 months in advance must cancel at least 3 weeks prior to the event date. Cancellation for all other events is 10 days.

Cancellation fees:

[Monday – Friday lunch \$150] [Saturday & Sunday lunch \$175] [Sunday – Thursday dinner \$250] [Friday & Saturday dinner \$350]

Room Minimums

Private dining spaces require that a minimum be spent on food & beverage. Minimum requirements do not include tax and gratuity.

Private Dining Room [Lunch \$250] [Sun – Thu Dinner \$300] [Fri & Sat Dinner \$750] Small Mezzanine [Lunch \$250] [Sun – Thu Dinner \$300] [Fri & Sat Dinner \$750] Large Mezzanine [Lunch \$250] [Sun – Thu Dinner \$300] [Fri & Sat Dinner \$750] All Mezzanine [Lunch \$400] [Sun-Thu Dinner \$500] [Fri & Sat Dinner \$1200]

Guarantee

A guaranteed guest count is required 1 week prior to the event. You will be charged by the guaranteed number or the number served, whichever is greater. Alton's Kitchen & Cocktails is not responsible for service to more than the guaranteed amount.

Service & Gratuity

There will be a 20% gratuity added for food and beverage. A minimum gratuity for each server must be met. Any shortfall from the 20% gratuity will be added to final bill.

Lunch Gratuity Minimum Per Server \$100

Dinner Gratuity Minimum Per Server [Sunday - Thursday \$125] [Friday & Saturday \$160]

Seated service guest/server ratios [up to 15 guests /1 server] [16-30 guests / 2 servers] [31-45 guests / 3 servers] [46-60 guests / 4 servers]

Buffet or cocktail party guest/server ratio [up to 20 / 1 server] [20-40 / 2 servers] [41-60 guests / 3 servers]

Food & Beverage Notes

Pricing is subject to change without notice. All menu items will be charged at current menu pricing and may differ than is listed in this packet.

Daily food and drink specials are not applicable for private events.

Outside food and beverage are not permitted except for custom desserts for which a \$25 dessert fee will apply.

Pre-ordering is required for groups of 30 or more. A menu link is prepared by Alton's for you to distribute via email to your guest list. Each guests' menu selection is sent directly to Alton's. This helps ensure proper preparation and allows us to offer higher food cost, unique items on our event menus.

Events taking place on Friday and Saturday evenings must order by 6pm to ensure best possible service.

Special Requests

Any special request that can be accommodated by our facility will be fulfilled but any expense or cost will be absorbed by the individual(s) responsible for the event. This includes extra time required for event set up, decorating and planning services. Additional fees will apply based on scope of work and agreed upon by both parties.

Decorating & Cleaning

The use of table confetti, glitter or streamers of any kind is strictly prohibited. Helium balloons must be secured with a weight to prevent getting trapped in the ceiling. Nothing can be taped, pinned or hung from the walls in any fashion.

A minimum \$100 fee will be applied to your bill to cover additional clean up or repairs to the room due to use of such items.

December - Event Guidelines & Information

Thank you for considering Alton's Kitchen & Cocktails for your gathering. The following pages provide information on our facility, event guidelines and menu options. Please don't hesitate to speak with our event coordinator concerning any questions you may have or to request a custom quote for items or services not listed.

Room Capacities

Private Dining Room: Up to 40 guests, seated. 30, buffet or 45 for cocktail party.

Up to 31 for presentation w/ screen

Small Mezzanine: Up to 20 quests, seated. Accessible only by stairs.

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All Mezzanine: Up to 56 quests seated or buffet. Up to 65 for cocktail party. Accessible only by stairs.

Room Fee

Room fees are in addition to the required food and beverage minimum. Rooms fees are added to the final bill and presented at the conclusion of the event.

Lunch \$75 Sunday — Thursday Dinner \$125 Fri & Sat Dinner \$175

There will be an additional charge of \$50 to turn dining spaces into cocktail party spaces due to required set up.

Event Duration, Start & End Times

Event Durations: up to 3.5 hours. Events must take place during the designated hours.

Lunch Monday – Friday may begin as early as 11:30 am and no later than 2pm.

Lunch / Brunch Saturday and Sunday may begin as early as 10am.

Dinner events may begin as early 4pm.

Dinner events on Sunday must end by 9pm.

Dinner events Monday – Thursday by 9:30 pm.

Dinner events Friday & Saturday by 10pm.

Last call will be given 15 minutes prior to end time

Groups staying beyond the 3.5 hour duration will be charged \$25/ half hour thereafter.

Cancellation Fees

A credit card number is required at time of booking to guarantee a date and time.

Events cancelled less than 46 days in advance of the event

Lunch [Monday - Friday \$50] [Saturday & Sunday \$75]

Dinner [Sunday - Thursday \$100] [Friday & Saturday \$250]

Events cancelled less than 31 days in advance of the event will be charged as follows:

Lunch [Monday - Friday \$100] [Saturday & Sunday \$175]

Dinner [Sunday - Thursday \$250] [Friday & Saturday \$500]

Required Minimums

Private dining spaces require that a minimum is spent on food & beverage. Minimum requirements do not include tax and/or gratuity.

Private Dining Room [Lunch Sun-Sat \$300] [Dinner Sun – Thu \$500] [Dinner Fri & Sat \$750] Small Mezzanine [Lunch Sun-Sat \$300] [Dinner Sun – Thu \$400] [Dinner Fri & Sat \$750] Large Mezzanine [Lunch Sun-Sat \$400] [Dinner Sun – Thu \$500] [Dinner: Fri & Sat \$1,200] All Mezzanine [Lunch \$600] [Dinner Sun-Thu \$750] [Dinner Fri & Sat \$1,750]

Guest Count

A guaranteed number is required 1 week prior to the event. You will be charged by the guaranteed number or the number served, whichever is greater. Alton's Kitchen & Cocktails is not responsible for service to more than the guaranteed amount.

Service & Gratuity

There will be a 20% gratuity added for food and beverage. A minimum gratuity for each server must be met. Any shortfall from the 20% gratuity will be added to final bill.

Lunch Gratuity Minimum Per Server \$100

Dinner Gratuity Minimum Per Server [Sunday - Thursday \$145] [Friday & Saturday \$195]

Seated service guest/server ratios [up to 15 guests /1 server] [16-30 guests / 2 servers] [31-45 guests / 3 servers] [46-60 guests / 4 servers]

Buffet or cocktail party guest/server ratio [up to 20 / 1 server] [20-40 / 2 servers] [41-60 guests / 3 servers]

Food & Beverage Notes

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Daily food and drink specials are not applicable for private events.

Outside food and beverage are not permitted except for custom desserts for which a \$25 dessert fee will apply.

Pre-ordering is required for groups of 30 or more. A menu link is prepared by Alton's for you to distribute via email to your guest list. Each guests' menu selection is sent directly to Alton's. This helps ensure proper preparation and allows us to offer higher food cost, unique items on our event menus.

Events taking place on Friday and Saturday evenings must order by 6pm to ensure best possible service.

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Any special request that can be accommodated by our facility will be fulfilled but any expense or cost will be absorbed by the individual(s) responsible for the event. This includes extra time required for event set up, decorating and planning services. Additional fees will apply based on scope of work and agreed upon by both parties.

Decorating & Cleaning

The use of table confetti, glitter or streamers of any kind is strictly prohibited. Helium balloons must be secured with a weight to prevent getting trapped in the ceiling. Nothing can be taped, pinned or hung from the walls in any fashion. Gift wrapping and boxes should be discarded or removed.

A minimum \$100 fee will be applied to your bill to cover additional clean up or repairs to the room due to use of such items.

Lunch - Seated Menu Options Available 11:30 -2:00pm

Select up to 4 items to customize your menu. GF = gluten free

Lobster Bisque & Salad \$13

Soup of the day with choice of house salad or kale Caesar (Select 1 salad option) (No croutons - GF)

Kale - Chicken Caesar \$14

Kale, grilled chicken, house-made Caesar dressing, croutons, parmesan cheese

North Cove Salad W/ Roasted Chicken \$14

Mixed greens, tomatoes, croutons, candied pecans, Craisins and goat cheese w/ champagne vinaigrette dressing (No croutons - GF)

Prime Rib French Dip \$16

Shaved prime rib served medium rare with mayonnaise and au jus w/ French fries

Steak & Frites \$15

50z filet skewer with Worcestershire herb butter served with French fries and dressed greens

Seattle Style Salmon \$15

Grilled with a Pacific Rim glaze served with coleslaw (GF)

Atlantic Yellow Fin Tuna \$20

Seared rare with Campari tomatoes and coleslaw (GF)

Brunch Items Available Saturday & Sunday 10-2pm

For luncheons on Saturday & Sunday you may combine the lunch & brunch options to create your menu.

Baked French Toast \$13

Caramel-pecan topping, white chocolate chips

Chicken & Waffle \$14

Hand dipped tenders, house-made waffle, maple syrup, smoked bacon

Prime Rib Hash \$16

Green chilies, caramelized onions, Jack cheese and fried eggs

Eggs Benedict \$14

2 soft poached eggs on an English muffin with cheddar cheese grits Hollandaise and grilled Cure 81 ham

Brunch Buffet Available Sat & Sunday 10:30 to 2pm

Alton's will prepare agreed upon amounts of food to be served buffet style. Alton's buffets are not bottomless, and many items cannot be replenished should you run out. The "Feeds" quantity is an estimate and based on our restaurant menu portion sizes. It is not a guarantee but rather a guideline for you to use when determining the quantities needed for your group. Quantities can vary widely based on the type of event you are hosting, number of guests and the group demographic. Please take those details into consideration when finalizing your buffet selections and quantities.

Build Your Own Brunch Buffet Feeds 10-12. Available Saturday & Sunday 10am to 2pm. Tax and gratuity extra	Min Qty	Unit Measure	Price
Braised Lamb – Cheddar grits, fried eggs, griddles bread		Feeds 10-12	\$170
Chicken & Waffles – Hand dipped chicken tenders & homemade waffles		Feeds 10-12	\$112
Baked French Toast – caramel pecan topping		Feeds 10-12	\$88
Creole Shrimp & Grits - corn, asparagus, Andouille sausage, Worcestershire cream sauce		Feeds 10-12	\$128
Homemade Waffles – served quartered		Feeds 10-12	\$50
Spinach Frittata GF		Feeds 10-12	\$48
Bacon - GF		Feeds 10-12	\$25
Sausage Links		Feeds 10-12	\$25
Breakfast Potatoes		Feeds 10-12	\$24
Cheddar Grits		Feeds 10-12	\$30

Additional buffet items available on page 12

Dinner - Seated Menu Options

Entrée Course Selection

Entrée price includes house salad and two sides, grilled asparagus and roasted garlic mashed potatoes. Items with (*) are paired with side as listed.

Beverages not included.

Select up to 4 entree options. (GF)=Gluten Free.

All-Natural Roasted Chicken \$24

½ Chicken w/ house dry rub & natural demi glaze (GF)

Seattle Style Salmon \$31

90z Salmon marinated and grilled in a Pacific Rim Glaze (GF)

Atlantic Yellowfin Tuna \$31* (GF)

70z Cast iron seared tuna, prepared medium-rare served with vine ripe tomatoes and coleslaw

Slow Roasted Prime Rib \$34 (GF)

120z w/ Au Jus and Horseradish Sauce

Grilled Ribeye Steak \$34 (GF)

Grilled with maître d hotel butter

Filet Mignon \$40

90z Cast Iron Seared Filet (GF)

Vegetable Plate \$26 (GF upon request)

4 Seasonal Vegetables

Dessert Course Selection \$4pp

White Chocolate Bread Pudding w/ pecan + caramel topping Oreo Cookie Ice Cream Sandwich Seasonal Selection

Dessert Fee

Guests are welcome to bring in custom desserts for a flat fee of \$25.

\$26 Business Dinner Available Sunday - Thursday

\$26pp + tax & Gratuity. No Adjustments or Substitutions.

1st Course

Small House Salad

2nd Course Entrée Selection

All Natural Roasted Chicken w/ Roasted Garlic Mashed Potatoes – (½ chicken) 8oz Slow Roasted Prime Rib w/ mashed potatoes 7oz Seattle Style Salmon w/ coleslaw

Family Style Appetizer Options

Appetizer selections can be made from the buffet list in this packet or from our regular dinner menu. Appetizers can be served family style at the table or set up buffet style depending on guest count and room capacity. Current pricing available on our website at altonkitchen.com.

\$6 appetizer special is not applicable for private events

Crab Fries

Crispy fries, lump blue crab, Louie dressing

Crispy Asparagus

Hand battered and fried asparagus. Served with Yum Yum sauce.

Tuna Poke (GF)

avocado, tomatoes, cucumbers, warm chips

Shrimp Cocktail (GF)

house-made cocktail and remoulade

Spinach & Artichoke Dip

picante, sour cream, warm tortilla chips

Prime Rib Stuffed Mushrooms

three cheese-horseradish stuffing

House-made Guacamole (GF)

corn tortilla chips

Thai Chili Queso (GF)

Not your grandma's pimento! Served corn tortilla chips

Bar Options

Alton's offers a full service bar and excellent wine selection available at our regular menu pricing.

Daily food and drink specials are not applicable for private events.

Beverage Package Examples

Non-Alcoholic Drinks Only
Bottled Beer & Wine Only. Host selects wine and beer to be offered.
Open Bar for Seated Dinner - Select the wine and/or beer you would like to offer, charged by the bottle/can.
Limited Bar - Guests can order from a menu you create. You can provide drink tickets to your guests for a specified selection
of drinks
Cash Bar - Guests pay for alcoholic beverages
\$30 corkage fee per bottle for guests who wish to bring their own wine. 1 bottle per 4 guests maximum
All other outside beverages are prohibited

For hosts who wish to provide a limited or open bar that includes beer and/or wine we ask that you select 2 red wines, two white wines and a selection of beer to make available to your guests. Current selections with pricing can be found on our website at www.altonskitchen.com. Click on Dinner Menu and scroll to page 2.

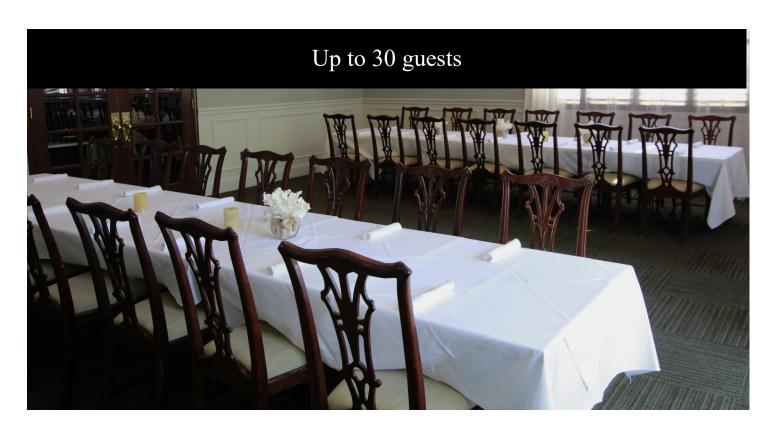
Buffet Options

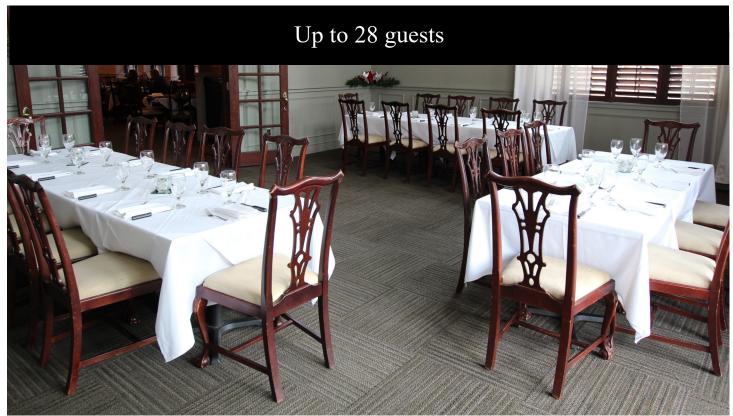
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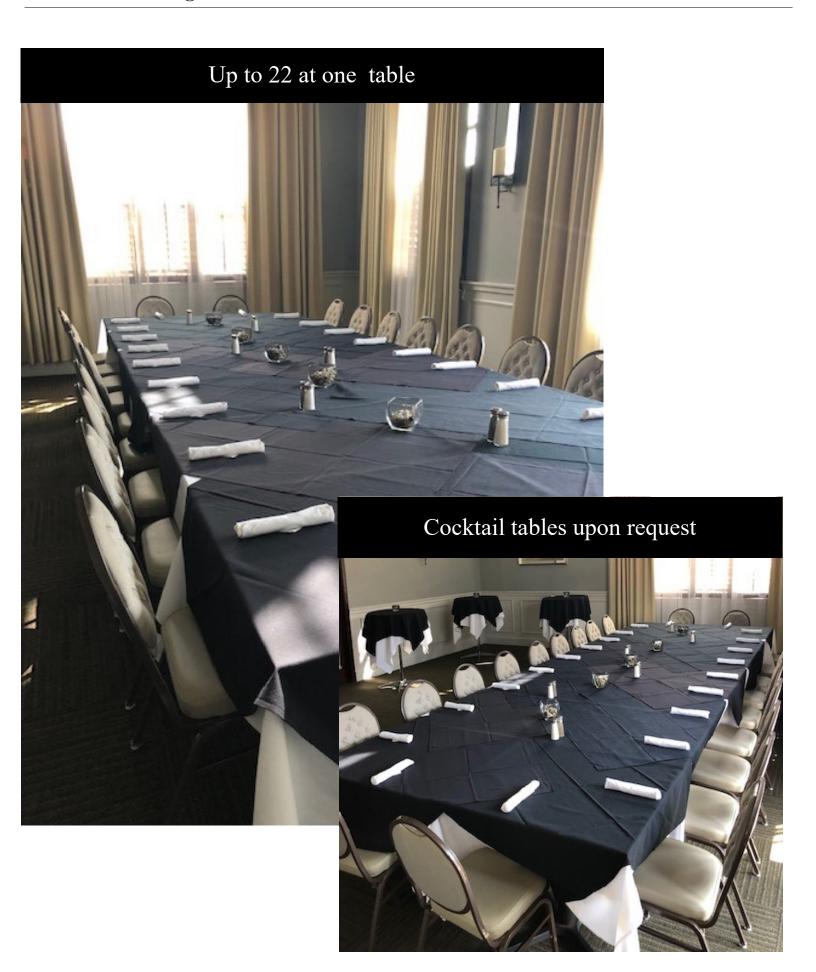
	Min Qty	Unit Measure	Price
Carved Meats - These items will be carved and placed in chafing dishes for service			
Beef Tenderloin Filet - includes horseradish sauce (GF)	5lb	Pound	MKT
Cedar Plank Salmon (GF)	1 Loin	Loin	\$60
Béarnaise or Hollandaise Sauce	Qt	QT	\$40
Beef + Chicken + Lamb + Seafood			
Prime Rib Stuffed Mushrooms	3 Dozen	3 Dozen	\$65
Beef Tenderloin Skewers w/ Mushrooms and Worcestershire-Herb Butter (GF)	2 Dozen	Dozen	\$40
Danish Baby Back Ribs (GF)	5 Racks	Rack	\$18
Chicken Skewers w/Squash + Zucchini + Asian Sauce (GF)	2 Dozen	Dozen	\$28
Grilled Chicken Pasta w/ Parmesan Cream Sauce, Spinach, Mushrooms	4 qts	4 Qts	\$60
All-Natural Whole Roasted Chicken (White & Dark Meat) (GF)	4	Each	\$22
Parmesan Crusted Chicken - lemon butter, capers, diced tomatoes angel hair pasta.		Feeds 10	\$95
Braised Colorado Lamb w/ Cabernet Jus, & Garlic Mashed Potatoes		Feeds 10	\$175
Smoked Salmon w/ Chef's Dressing and Toast Points		Per Loin	\$60
Tuna Poke – soy lemon vinaigrette w/ avocado, cucumbers w/ Sriracha cream w/ corn chips (GF)		Feeds 8	\$52
Shrimp Cocktail w/ Remoulade & Cocktail Sauce - 16/20 shrimp /lb (GF)	2 Lbs	Pound	\$28
20z Lump Crab Cakes w/ Whole Grain Mustard Sauce	2 Dozen	Dozen	Mkt
Shrimp New Orleans w/ White Wine & Worcestershire Cream & Popcorn Rice		Feeds 10	\$240
Dips		0+	
Guacamole w/ Tortilla Chips (GF)		Qt	\$42
Thai Chili Queso w/ Tortilla Chips		Qt	\$44
Spinach & Artichoke Dip w/ Corn Tortillas		Qt	\$44
Seasonal Vegetables *not available year-round			
Grilled Asparagus		Feeds 10	\$60
Chilled Asparagus Salad – Champagne vinaigrette, crumbled egg, crushed croutons		Feeds 10	\$60
Campari Tomatoes w/ salt and pepper, olive oil and basil		Feeds 10	\$60
Roasted Beets w/ apricot glaze, goat cheese and candied pecans*		Feeds 10	\$60
Cole Slaw (V) (GF)		Feeds 10	\$30
Green Rice (V) (GF)		Feeds 10	\$60
Roasted Garlic Mashed Potatoes		Feeds 10	\$50
Salads (Feeds 8-10)			
House w/ bacon, tomatoes, cucumbers and croutons (No croutons -GF)	1	Feeds 10	\$60
Kale Caesar (No croutons -GF)	1	Feeds 10	\$60
North Cove Salad - Candied Pecans, Goat Cheese & Craisins \$40 (No croutons –GF)	1	Feeds 10	\$70
North Cove Salad w/ Roasted Chicken	1	Feeds 10	\$140
Desserts			
Warm White Chocolate Bread Pudding	1	Feeds 10-20	\$44
Warm White Chocolate Bread Pudding	1	Feeds 20-30	\$84
Chef's Selection of Dessert Bites by Queen City Pastry (25 pieces per tray)	1	Per Tray	\$32
Guests are welcome to bring in custom desserts for a flat fee of \$25			\$25

Private Dining Room

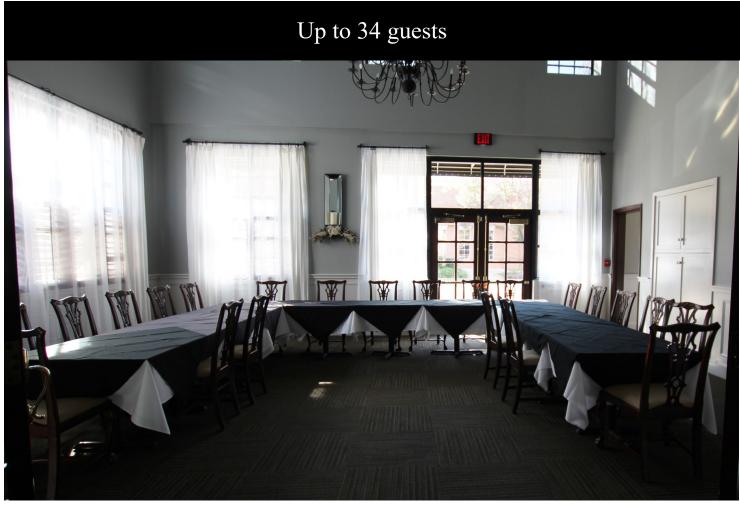
The private dining room is located on the lower level of the restaurant. It offers a completely private dining experience with private bathroom. The private dining room can seat up to 40 guests for a seated dinner, up to 30 guests for a buffet and up to 50 guests for a cocktail party. There is an additional charge of \$50 to turn dining spaces into cocktail party spaces. All Tables are set with black linen unless requested. Additional charge of \$2.50 per top white linen .











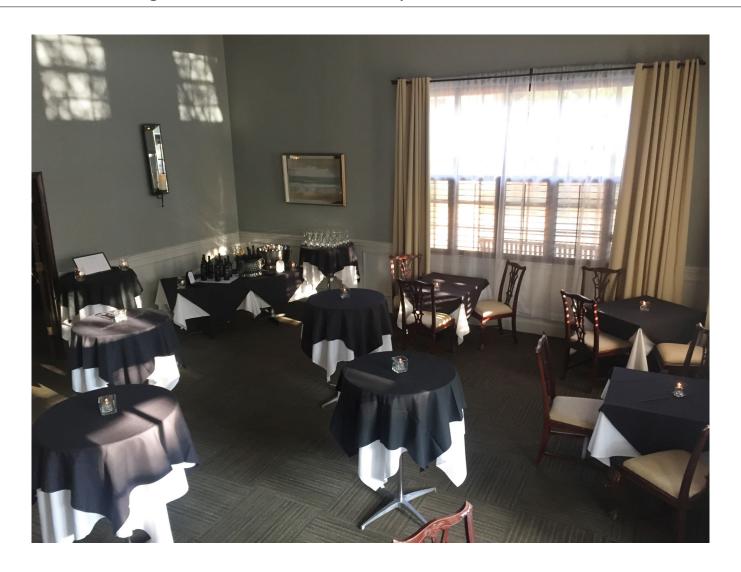


Private Dining Room Presentation Set up





Private Dining Room Cocktail Party







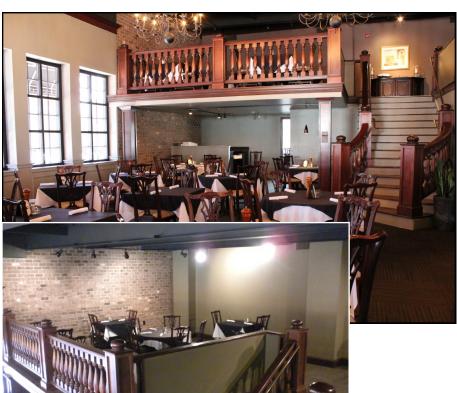
Mezzanine

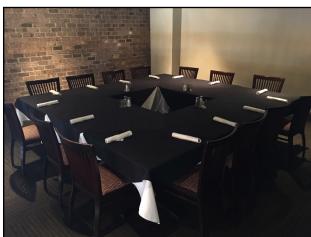
The mezzanine can seat up to 60 guests between the two spaces. It is accessible by stairs only.



Small Mezzanine

The small mezzanine can seat up to 16 guests at one table or multiple tables depending on guest count.





Large Mezzanine

The large mezzanine can seat up to 36 guests at multiple tables of 8 to 10 guests per table. Tables can be removed to transform the space into a cocktail party set up for an additional charge.



