



SMALL GATHERING MENUS  
2020 — 2021

**EXCEEDING EXPECTATIONS  
ONE DETAIL AT A TIME.**

6461 TRANSIT ROAD, BUFFALO, NEW YORK 14043 | 716-683-7990 | 877-456-4097

[WWW.SALVATORES.NET](http://WWW.SALVATORES.NET)



*We have created the enclosed selection of menus to help you celebrate any and every occasion safely. All of the options consider the current guidelines for food service in New York State. We also understand the importance of keeping things clean. We have set up procedures to properly sanitize common areas and have numerous sanitizing stations for you and your guests.*

*Our team is educated in the guidelines and they are experienced in creating fun, beautiful and memorable moments. From planning details with our coordinators, to impeccable service and food presentation, we are excited to serve you again!*

*Sincerely,*

*The Salvatore Family and Staff*



## PLATED BREAKFAST

INCLUDES BEVERAGE SERVICE: ORANGE JUICE, REGULAR AND DECAF COFFEE AND TEA

### FIRST COURSE

#### SEASONAL FRESH FRUIT

a seasonal selection of fresh fruit and berries.

### SECOND COURSE (CHOOSE ONE)

#### SCRAMBLED EGGS · 19 PER PERSON

seasoned with salt and pepper served with danish, breakfast potatoes, bacon and breakfast sausage.

#### SOUTHWESTERN FRITTATA · 22 PER PERSON

eggs, peppers, onions, cheddar served with danish, breakfast potatoes, bacon and breakfast sausage.

#### GREEK FRITTATA · 22 PER PERSON

eggs, spinach and feta served with danish, breakfast potatoes, bacon and breakfast sausage

## SIT-DOWN LUNCH SERVED BY OUR STAFF

### ENTRÉE SALADS (CHOOSE ONE)

INCLUDES: CHOICE OF SOUP AND DESSERT, SERVED WITH COFFEE AND TEA, BREAD AND BUTTER

#### VERMONT SALAD · 22 PER PERSON

baby greens, sharp Yancey's Fancy cheddar cheese, candied pecans, fresh apples and dried cherries topped in a vermont maple dressing with sliced grilled chicken

#### GREEK SALAD · 18 PER PERSON

mixed greens, feta, tomato, cucumber, red onion, sliced black olive and bell pepper with a red-wine vinaigrette and sliced grilled chicken

#### CLASSIC CAESAR SALAD · 18 PER PERSON

freshly cut romaine lettuce with our famous caesar dressing, homemade croutons and sliced grilled chicken

### HOT ENTRÉES (CHOOSE ONE)

INCLUDES: CHOICE OF SOUP OR SALAD, STARCH, VEGETABLE AND DESSERT, SERVED WITH COFFEE AND TEA, BREAD AND BUTTER

#### 5 OZ FILET MIGNON · 30 PER PERSON

the most tender of all cuts, topped with Salvatore's steak butter

#### PRIME RIB · 27 PER PERSON

8 oz boneless cut, served with au jus

#### CHICKEN MILANESE · 20 PER PERSON

panko breaded chicken, topped with tomatoes, red onion, shaved asiago & drizzled with a balsamic glaze

#### BOURBON CHICKEN · 20 PER PERSON

grilled chicken breast served with our sweet bourbon glaze and garnished with fresh pineapple salsa

#### CHICKEN FRANÇAISE · 20 PER PERSON

seasoned chicken breast seared and then topped with a lemon sauce and garnished with fresh parsley.

#### CHICKEN PARMIGIANA · 20 PER PERSON

breaded chicken breast with tomatoes and marinara sauce topped with melted provolone served with penne pasta with red sauce

#### NORWEGIAN SALMON · 22 PER PERSON

Norwegian salmon with braised escarole and pancetta in herb broth

#### VEGETABLE LASAGNA · 19 PER PERSON

layered noodles with seasonal vegetable and cheeses

### FIRST COURSE (CHOOSE ONE)

#### ITALIAN WEDDING SOUP

#### MINISTRONE SOUP

#### FRUIT CUP

#### CLASSIC CAESAR SALAD

fresh romaine lettuce with our homemade dressing and homemade croutons

#### FRESH GARDEN SALAD

mixed greens, cucumber, shredded carrots and cherry tomatoes with a red-wine vinaigrette

#### GREEK SALAD

mixed greens, feta, tomato, cucumber, red onion, sliced black olive and bell pepper with a red-wine vinaigrette

### STARCH (CHOOSE ONE)

twice baked potato

roasted potato medley

fingerling potatoes

### VEGETABLE (CHOOSE ONE)

seasonal vegetables

garlic green beans

roasted cauliflower

broccoli polonaise

### DESSERT (CHOOSE ONE)

apple crisp with vanilla ice cream

cheesecake with strawberry topping

cheesecake with raspberry topping

pecan pie

black forest cake



## BAR PACKAGES

### REGULAR BAR

INCLUDES SODA, BAR MIXERS AND GARNISHMENTS

#### SPIRITS

Whiskey (7 Crown), Vodka (Seagram's), Rum (Bacardi & Captain Morgan), Gin (Beefeater), Bourbon (Jim Beam), Scotch (Dewars), Southern Comfort, Manhattan's and Martini's

#### DRAUGHT BEER

Labatt Blue and Coors Lite

#### WINE SELECTIONS

Merlot, Cabernet Sauvignon, Riesling, Pinot Grigio, Chardonnay, Moscato or Rosé

#### PREMIUM BAR

Includes the full Regular Bar with the following upgrades

Whiskey (Crown Royal), Vodka (Grey Goose), Bourbon (Woodford Reserve), Gin (Hendrick's)

HOURS	REGULAR	PREMIUM
ONE HOUR	12.00	19.00
TWO HOUR	16.00	23.00
THREE HOUR	18.50	26.50
FOUR HOUR	21.00	28.00
FIVE HOUR	23.50	30.50

### BOTTLE SERVICE

Upgrade your regular bar with premium brands. Some popular upgrades are listed below. Alternative options are available upon request.

WOODFORD RESERVE BOURBON · 95	TITO'S VODKA · 70
JOHNNY WALKER BLACK SCOTCH · 125	ABSOLUT VODKA · 80
CROWN ROYAL WHISKEY · 100	GREY GOOSE VODKA · 95
JACK DANIEL'S WHISKEY · 95	HENDRICKS GIN · 95

### CRAFT BEER CYLINDERS

Our bars are equipped with a third tap to hold a cylinder of your preferred beer (appx 65 servings each). The options are endless but many are seasonal. We'll work with you to incorporate a specific brand to your bar package

### BEER, WINE AND SODA BAR

#### WINE

Merlot, Cabernet Sauvignon, Riesling, Pinot Grigio, Chardonnay, Moscato or Rosé

#### DRAUGHT BEER

Labatt Blue and Coors Lite

HOURS	
ONE HOUR	7.50
TWO HOUR	11.00
THREE HOUR	13.50
FOUR HOUR	17.00
FIVE HOUR	19.50

### BEVERAGE OPTIONS

The following can be added to any Open Bar Package.

**WINE WITH DINNER · 3 PER PERSON**  
(CHOOSE TWO)

CABERNET SAUVIGNON	CHARDONNAY
MOSCATO	RIESLING
MERLOT	PINOT GRIGIO
ROSÉ	

#### CHAMPAGNE

TOAST · 2 PER PERSON

**WINE WITH DINNER AND CHAMPAGNE TOAST · 4.50 PER PERSON**

#### UPGRADED WINE WITH DINNER

Our Wine Spectator Award Winning Wine List features many varieties of wine for you to upgrade for your dinner service.

### PUNCH

FRUIT · 30 PER GALLON
WINE · 40 PER GALLON
CHAMPAGNE · 45 PER GALLON
MIMOSA · 50 PER GALLON
SANGRIA · 60 PER GALLON

### SODA BAR

ONE HOUR · 4 PER PERSON
TWO HOUR · 6 PER PERSON
THREE HOUR · 7 PER PERSON
FOUR HOUR · 8 PER PERSON

### BOTTLED BEER

(CHOOSE TWO) · 3.50 PER PERSON

MICHELOB ULTRA
COORS LITE
LABATT BLUE
LABATT BLUE LITE
BUDWEISER
BUD LITE



## HORS D'OEUVRES

### HORS D'OEUVRE PRESENTATIONS

Our Hors D'oeuvre Presentations can be plated individually and served to your guests or made into platters that will be placed on each table.

#### IMPORTED AND DOMESTIC CHEESE · 6 PER PERSON

a variety of 3 cheeses selected by our chef and plated with crackers

#### SEASONAL FRESH FRUIT · 4.50 PER PERSON

a seasonal selection of fresh fruit and berries

#### ITALIAN CHARCUTERIE · 8 PER PERSON

a selection of cured Italian meats and imported cheeses displayed with crostinis and crackers

#### APPETIZER TRIO · 8.50 PER PERSON (CHOOSE THREE)

Customize an appetizer course for your guests by choosing three of the following to be plated and served prior to your first course.

- Crab Cakes (1)
- Clams Casino (2)
- Stuffed Mushrooms (1)
- Artichokes Francaise (2)
- Fried Ravioli (2)

#### SIGNATURE BREADS · 12 PER LOAF

Our homemade signature breads are cut into 8 pieces and can be added to your hors d'oeuvre display or to your table service with the first course.

- spinach, sausage, bruschetta, garlic with melted cheese,
- 1/2 spinach & 1/2 sausage

#### FLATBREADS · 15 PER FLATBREAD

Our flatbreads are cut into 8 pieces and are a great addition to your hors d'oeuvres display or to your table service with the first course.

- OUR MARGARITA
  - fresh mozzarella, red sauce, basil
- CRUMBLED MEATBALL
  - meatball, parsley, fresh mozzarella,
  - red sauce, arugula
- CARAMELIZED BLEU
  - olive oil, caramelized onions, crumbled bleu cheese,
  - mascarpone cheese, parsley

### HOT HORS D'OEUVRES

PER PIECE

- PANCETTA WRAPPED SHRIMP · 4.75
- CRAB CAKES · 3.00
- BACON WRAPPED SCALLOPS · 3.75
- CLAMS CASINO · 2.00
- STUFFED MUSHROOM CAPS · 1.50
- ARTICHOKES FRANCAISE · 1.50
- FRIED LOBSTER MAC-N-CHEESE SPOONS · 2.75
- LOADED BAKED POTATO BITES · 1.50
- FRIED RAVIOLI SPOONS · 1.75
- CHICKEN & WAFFLE BITES · 3.25

### COLD HORS D'OEUVRES

PER PIECE

- JUMBO SHRIMP COCKTAIL SHOOTERS · 3.25
- ROASTED GARLIC HUMMUS CUPS · 1.50
- BEEF ON WECK CROSTINI · 1.50
- SMOKED SALMON WITH HERBED CREAM CHEESE · 2.50
- FRESH VEGETABLE ROLL · 1.75
- AVOCADO TOAST · 1.75
- MELON BALL AND PROSCUITTO SPOONS · 2.00
- HEIRLOOM CAPRESE SKEWERS · 1.75
- BAGUETTE WITH BRIE, PEAR AND BALSAMIC · 1.50
- PEPPERED CRANBERRY AND GOAT CHEESE ON WHEATBERRY · 1.50
- WALDORF CHICKEN SALAD BITES · 1.75



## SIT-DOWN DINNER SELECTIONS

SERVED BY OUR STAFF

THREE COURSE MEAL INCLUDES: CHOICE OF SOUP OR SALAD, STARCH, VEGETABLE AND DESSERT  
SERVED WITH COFFEE AND TEA, BREAD AND BUTTER

### FIRST COURSE (CHOOSE ONE)

#### ITALIAN WEDDING SOUP

#### MINISTRONE SOUP

#### FRUIT CUP

#### CLASSIC CAESAR SALAD

fresh romaine lettuce with our  
homemade dressing  
and homemade croutons

#### FRESH GARDEN SALAD

mixed greens, cucumber, shredded  
carrots and cherry tomatoes  
with a red-wine vinaigrette

#### GREEK SALAD

mixed greens, feta, tomato,  
cucumber, red onion, sliced  
black olive and bell pepper with  
a red-wine vinaigrette

### STARCH (CHOOSE ONE)

twice baked potato  
roasted potato medley  
fingerling potatoes

### VEGETABLE (CHOOSE ONE)

seasonal vegetables  
garlic green beans  
roasted cauliflower  
broccoli polonaise

### DESSERT (CHOOSE ONE)

apple crisp with  
vanilla ice cream  
cheesecake with  
strawberry topping  
cheesecake with  
raspberry topping  
pecan pie  
black forest cake

### SECOND COURSE (CHOOSE THREE)

#### 7 OZ FILET MIGNON · 42 PER PERSON

the most tender of all cuts, topped with Salvatore's steak butter

#### 9 OZ FILET MIGNON · 46 PER PERSON

the most tender of all cuts, topped with Salvatore's steak butter

#### 8 OZ PRIME RIB · 31 PER PERSON

boneless cut served with au jus

#### 12 OZ PRIME RIB · 36 PER PERSON

boneless cut served with au jus

#### NEW YORK STRIP STEAK · 39 PER PERSON

10 oz hand cut boneless steak topped with Salvatore's steak butter

#### 10 OZ GRILLED BERKSHIRE PORK CHOP · 30 PER PERSON

with apple bacon jam

#### CHICKEN FRANÇAISE · 26 PER PERSON

seasoned chicken breast seared and then topped with a  
lemon sauce and garnished with fresh parsley

#### BOURBON CHICKEN · 26 PER PERSON

grilled chicken breast served with our sweet bourbon glaze  
and garnished with fresh pineapple

#### CHICKEN MILANESE · 26 PER PERSON

panko breaded chicken, topped with tomatoes, arugula,  
red onion, shaved asiago then drizzled with a balsamic glaze

#### CHICKEN PARMIGIANA · 26 PER PERSON

Chicken Parmigiana - breaded chicken breast with tomatoes  
and marinara sauce topped with melted provolone served with  
penne pasta with red sauce

#### TUSCAN CHICKEN · 29 PER PERSON

french chicken breast seasoned with garlic, sage, rosemary,  
kosher salt and ground pepper

#### NORWEGIAN SALMON · 29 PER PERSON

Norwegian salmon with braised escarole and pancetta in herb broth

#### VEGETABLE LASAGNA · 26 PER PERSON

layered noodles with seasonal vegetable and cheeses



## COUNTRY CLUB SIT-DOWN DINNER

SERVED BY OUR STAFF

FOUR COURSE MEAL INCLUDES: CHOICE OF SOUP, SALAD, STARCH, VEGETABLE AND DESSERT, SERVED WITH COFFEE AND TEA, BREAD AND BUTTER

### DUAL ENTRÉE

---

PLATED COMBINATION OF

#### CHATEAUBRIAND

sliced tenderloin of filet

AND ONE OF THE FOLLOWING

#### CHICKEN FRANÇAISE

seasoned chicken breast seared and then topped with a lemon sauce and garnished with fresh parsley

#### CHICKEN MILANESE

panko breaded chicken, topped with tomatoes, red onion, arugula, shaved asiago then drizzled with a balsamic glaze

ENTRÉE UPGRADES:

#### TUSCAN CHICKEN · 3 PER PERSON

french chicken breast seasoned with garlic, sage, rosemary, kosher salt, and ground pepper

#### NORWEGIAN SALMON · 4.50 PER PERSON

Norwegian salmon with braised escarole and pancetta in herb broth

#### JUMBO SHRIMP · 6 PER PERSON

sautéed in scampi butter and completed with our seasoned vegetable and brioche filling

#### 5 OZ FILET MIGNON · 6.50 PER PERSON

the most tender of all cuts, topped with salvatore's steak butter

#### 4oz LOBSTER TAIL · 12 PER PERSON

### OPTIONAL ADD-ON PASTA COURSE (CHOOSE ONE)

---

#### PENNE WITH MARINARA SAUCE · 3 PER PERSON

#### WHITE TRUFFLE TORTELLINI · 5 PER PERSON

#### PENNE BOLOGNESE · 5 PER PERSON

**36** PER PERSON  
MINIMUM GUARANTEE  
APPLIES

### SOUP (CHOOSE ONE)

---

italian wedding soup

minestrone soup

fresh fruit cup

### SALAD (CHOOSE ONE)

---

#### CLASSIC CAESAR SALAD

fresh romaine lettuce with our famous caesar dressing and homemade croutons

#### FRESH GARDEN SALAD

mixed greens, cucumber, shredded carrots and cherry tomatoes with a red-wine vinaigrette

#### GREEK SALAD

mixed greens, feta, tomato, cucumber, red onion, sliced black olive and bell pepper with a red-wine vinaigrette

### STARCH (CHOOSE ONE)

---

twice baked potato

roasted potato medley

fingerling potatoes

### VEGETABLE (CHOOSE ONE)

---

seasonal vegetables

garlic green beans

roasted cauliflower

broccoli polonaise

### DESSERT (CHOOSE ONE)

---

apple crisp with

vanilla ice cream

cheesecake with  
strawberry topping

cheesecake with  
raspberry topping

pecan pie

black forest cake



## STATION STYLE PARTIES (MINIMUM OF 30 GUESTS)

CHOOSE MINIMUM OF 3 STATIONS *All stations are displayed for 90 minutes.*

*Please note, per New York State's Covid-19 Regulations, all food stations must be served by a member of our staff. An additional \$100.00 server charge will be applied to each station.*

### STATIONS

#### SALAD BAR (CHOOSE TWO) · 6 PER PERSON

choose a variety of 2 salads to be displayed on small plates and served to your guests

CLASSIC CAESAR SALAD – fresh romaine lettuce with our homemade dressing and homemade croutons

FRESH GARDEN SALAD- mixed greens, cucumber, shredded carrots and cherry tomatoes with a red-wine vinaigrette

GREEK SALAD – mixed greens, feta, tomato, cucumber, red onion, sliced black olives and bell peppers with a red-wine vinaigrette (upgrade \$2.00 per person)

VERMONT SALAD – baby greens, sharp cheddar, candied pecans, fresh apples and dried cherries with a Vermont maple dressing (upgrade \$3.00 per person)

#### MEDITERRANEAN STATION · 9 PER PERSON

chicken kabobs, steak kabobs, roasted vegetables, served with hummus and pita

#### LOADED MASHED POTATO STATION · 7 PER PERSON

puree of potatoes accompanied with sour cream, cheddar cheese, whipped butter, bacon and chives

#### PASTA STATION (CHOOSE TWO) · 8.50 PER PERSON

made to order and served to your guests

- carbonara farfalle (peas, bacon, cream sauce)
- basil olio with herbed tomatoes and asiago cheese
- penne with marinara, ricotta and fresh basil
- three cheese baked macaroni

#### RAW BAR · 24 PER PERSON

jumbo shrimp cocktail with lemons and cocktail sauce (1 PER PERSON)

oysters with mignonette sauce (1 PER PERSON)

king crab with butter (1 PER PERSON)

**ADD 3 OZ LOBSTER TAILS · (MARKET PRICE)**

#### SLIDER STATION (CHOOSE THREE) · 9 PER PERSON

your customized selection of 2 sliders to be plated and served to your guests.

BEEF ON WECK: sliced roast beef with horseradish cream on kimmelweck

MINI CHICKEN PARM: an Italian classic on a slider

PRIME RIB FRENCH DIP: thin sliced prime rib, provolone cheese, horseradish cream

BBQ PORK: seasoned pork on mini brioche

#### SALVATORE'S STATION · 9 PER PERSON

our signature steak in the grass sandwiches made to order served with artichokes francaise

#### ITALIAN STATION · 8 PER PERSON

penne with red sauce, mimi's meatballs, and garlic bread

#### GOURMET FLATBREADS (CHOOSE TWO) · 9 PER PERSON

OUR MARGARITA - fresh mozzarella, red sauce, basil

CARAMELIZED BLEU - olive oil, caramelized onions, crumbled bleu cheese mascarpone cheese, parsley

CRUMBLLED MEATBALL - meatball, parsley, fresh mozzarella, red sauce, arugula

### CARVING STATIONS

#### CEDAR PLANK SALMON · 10 PER PERSON

fresh salmon, seasoned and grilled on cedar plank

#### RACK OF LAMB · 10 PER PERSON

served with milk & honey sauce and minted sea salt

#### PRIME RIB · 11 PER PERSON

perfectly seasoned and served with au jus and fresh Costanzo rolls

#### ROASTED FRENCH TURKEY · 7 PER PERSON

with cranberry mayo, gravy, stone grain mustard, mini brioche and Costanzo rolls

#### BEEF TENDERLOIN · 13 PER PERSON

seasoned tenderloin, bordelaise sauce, mini brioche and Costanzo rolls





## CHEF'S TABLE (MINIMUM OF 30 GUESTS)

*Our chef's table menus are an unforgettable culinary experience for you and your guests. Each menu features courses that are hand selected by our chef's. Our coordinators can assist you in customizing your evening by adding bottles of wine, wine pairing or cocktail pairing options.*

### PRIME CHEF'S TABLE

includes bread service with olive tapanade and roasted red pepper butter, regular and decaf coffee and tea

#### IMPORTED AND DOMESTIC CHEESE BOARDS

a variety of 3 cheeses selected by our chefs and plated with crackers and crostini  
*one per table, displayed upon arrival*

#### CRAB CAKES

2 crab cakes served with Old Bay Sauce

#### BOLOGNESE

ground prime beef and pork, pancetta, rigatoni

#### CAESAR SALAD

romaine, garlic croutons,  
parmesan crisp, our Caesar dressing

#### STEAK SALVATORE

5 oz filet mignon, sautéed mushrooms,  
wild mushroom risotto

#### TIRAMISU

espresso soaked sponge cake, mascarpone cream,  
cocoa powder

### THE EXECUTIVE TABLE

includes bread service with olive tapanade and roasted red pepper butter, regular and decaf coffee and tea

#### ITALIAN CHARCUTERIE

chef's selection of cured Italian meats and imported cheese displayed with crustini and crackers  
*one per table, displayed upon arrival*

#### HORS D'OEUVRE PRESENTATION

one per table, displayed upon arrival

#### PANCETTA WRAPPED SHRIMP

2 shrimp, Dijon cream, gorgonzola

#### VERMONT SALAD

mixed greens, sharp cheddar, candied pecans, apples, dried cranberries, Vermont Maple dressing

#### WHITE TRUFFLE TORTELLINI

our famous white truffle cream sauce with tortellini

#### SURF AND TURF

5 oz filet mignon and a 3 oz lobster tail served with chef's selection of starch and potato

#### BANANAS FOSTER

sautéed with butter, brown sugar, cinnamon, orange juice and banana liqueur, served with vanilla bean ice cream

**65** PER PERSON  
MINIMUM GUARANTEE  
APPLIES

**99** PER PERSON  
MINIMUM GUARANTEE  
APPLIES



## TERMS OF AGREEMENT

---

1. The quotation herein is subject to a proportionate increase to meet increased cost of foods, beverages and other increase in present commodity prices, labor costs, taxes or currency values. Quotations cannot be guaranteed until the year of the function.
2. Salvatore's Italian Gardens recognizes it has a responsibility to provide our guests an environment conducive to warm social gatherings. As a service of alcoholic beverages relates to this activity, we believe our responsibility is to maintain this environment. We allow a maximum of 5 hours of any bar.
3. Full payment shall be made in the form of a certified check or bank draft the day before the function. Credit card payment is not accepted unless approved by Salvatore's Italian Gardens. A processing fee will be added to all credit card payments greater than \$2,000.
4. An estimated number of guests attending your function must be given 15 days prior to the event. If your event requires assigned seating, we will provide you with a room layout at this time.
5. The final, guaranteed number of guests attending the function must be given 8 days prior to the event. Once we have received this number we will provide you with an estimated balance.
6. You are responsible for the guaranteed number of guests. If your attendance is greater, you are then responsible for the total number served. We can accommodate a maximum of 5% over the guaranteed count.
7. Tax Exempt Organizations must present the tax exempt certificate prior to the day of event. Payment must be made with a check that matches the name of the tax exempt organization.
8. In the event of a cancellation, 50% of your deposit will be refunded ONLY if we can schedule another party of similar value for that specific date and ballroom.
9. No confetti or bubbles allowed! \$200.00 charge will be added to your bill.
10. Sales Tax (8.75%) and an Administration Charge (20%) will be added to your bill. The Administration Charge is not a gratuity of tip. This is not distributed to the employees providing your service. The Administration Charge will be retained by Salvatore's Italian Gardens to pay competitive wages and enhance amenities.
11. People arriving late for dinner will only be served the course being served and remaining courses.
12. In an effort to accommodate all of our groups, we reserve the right to change the function room stated on your event contract should your projected attendance fall below the original estimate.
13. The week prior to your event, all communication must be made via telephone. In an effort to make sure all event details are received we discourage email communication during the week leading up to your event.
14. Salvatore's is not responsible for decorations used at your event. Decorations or items used for your event must be picked up within 5 days of your event. After that time Salvatore's will donate or dispose of items remaining.
15. Salvatore's Italian Gardens is not responsible for setting up items rented from an out-side vendor. Additional charges may be applied to your invoice if your rental involves our staff to prepare for the set-up of the item(s) you rented and/or the clean-up the area once the item(s) are removed.



## Thank you for considering Salvatore's Italian Gardens for your upcoming event.

Salvatore's Italian Gardens provides an elegant atmosphere and experienced staff with a desire to provide you with an enjoyable, unique and successful event. Through the years, we have developed a number of guidelines and policies to assist you with your event planning and help us ensure that you will be completely satisfied. Please do not hesitate to contact us with any questions or concerns. We look forward to serving you and your guests.

### GUIDELINES AND POLICIES

---

#### GENERAL INFORMATION:

- Please advise your baker, DJ/Band and Florist that deliveries must be made the day of the event.
- Salvatore's assumes no responsibility for any items delivered or left on premise. All items will be removed the night of your event unless prior arrangements have been made with our banquet coordinators.
- We reserve the right to control music volume if it becomes necessary.
- Please notify us of any guests that have dietary restrictions. Advise your guests to notify their servers of their meal restrictions at the start of dinner.
- New York State Law does not permit smoking in this establishment.
- Price quotations cannot be guaranteed until the year of the event.
- The week prior to your event, all communication must be made via telephone. In an effort to make sure all event details are received and recognize we discourage email communication during the week leading up to your event.

#### SEATING DIAGRAM / ATTENDANCE:

- An estimated number of guests is due 15 days prior to your event. A guaranteed number is due 8 days prior.
- We suggest that all weddings assign guests to tables to ensure proper seating and organization.
- We will provide you with a seating diagram 15 days prior to your event. Please complete the seating chart (number of people at each table) and return it to us with your guaranteed number 8 days prior to event.
- Your guaranteed number is the basis of which you will be charged regardless of attendance. If your attendance is greater than your guarantee, you will be charged accordingly.
- We will provide service for up to 5% over the guaranteed number of guests.

#### ONE DAY PRIOR

- Any items that you would like us to set out for your event must be delivered to us between 9:30 am & 4:00 pm the day before your event.
- Please mark all boxes or containers with your name, date of the event and ballroom name.
- Please provide us with detailed written lists of instructions for these items.
- Our staff will set up the items according to your instructions.
- We will be happy to assist you in placing your *assembled* centerpieces on tables.
- Please remove all wrapping from candles that you would like us to setup.
- If you are using place cards, they must be alphabetized. Please do not fold.
- If you are having a head table, separate those place cards and include a list of the order you would like the cards to be arranged at the Head table.
- Please notify us of any last minute tables changes.



## GUIDELINES AND POLICIES

---

### ADULT BEVERAGES:

Salvatore's Italian Gardens recognizes it has a responsibility to provide our guests an environment conducive to warm social gatherings. As a service of alcoholic beverages relates to this activity, we believe our responsibility is to maintain this environment.

- We maintain the right to refuse service of alcohol to anyone who may jeopardize his or her safety and the safety of others.
- The legal drinking age is 21 and we are required to proof any individual whose age is in questions. Lack of proof will result in lack of service.
- We do not serve shots at any of our banquet bars.
- Your music, band and/or DJ must end at the same time as your bar.
- If you extend your bar you must also extend your music.
- An Open or Cash Bar can be extended to the maximum of 5 hours.
- Bar extensions will be based on your guaranteed number of guests, not how many guests are remaining at your event.
- The use of an Ice Luge will require a member of our staff to be present at the luge. A \$200 fee will be added to all events utilizing an ice luge .

### PAYMENT

- We will provide you with an estimated balance due 8 days before your event.
- Full payment shall be made in the form of a certified check or bank draft the day before the function. Credit card payment is not accepted unless credit has been established to the satisfaction of Salvatore's Italian Gardens.
- We suggest that you bring a personal check or credit card on the night of your wedding to cover any additional expenses, such as increased number of guests over the guarantee, additional hours of bar, etc.
- Corporate/Group Representatives should consult with our Event Coordinators regarding payment arrangements.

### MISCELLANEOUS

- Please notify us 8 days prior to your event of any special dietary restrictions.
- Advise your guests with dietary restrictions to notify their servers at the start of dinner.
- Guests arriving late to dinner will be served the course being served & remaining courses.
- Your guests will be asked to check their coats when they arrive. Coats placed on the back of chairs in the banquet rooms not only detract from the ambiance of your event, but are a safety hazard to our staff and your guests.
- All times rented from an outside vendor must be set-up and taken down by that vendor.
- Set-up charges will be applied to your bill should our staff have to clear a space for an item that was rented and then re-set that space once your event is over.