



# Steak & Bourbon

Private Dining & Catering Contract

*1321 Herr Lane, Suite 130 Louisville, Kentucky 40222*

*(502) 708-2196*

*info@steak-bourbon.com*

## PRIVATE DINING CONTRACT

1. **CONTRACT:** A completed and signed Private Dining Contract and Credit Card Authorization Form is required to guarantee the room.
2. **CANCELLATIONS:** Any event cancelled within 2 weeks (14 days) of the scheduled party date will result in a charge of 50% of the minimum required. i.e. \$1,000 minimum, \$500 charge. Any event cancelled within one week (7 days) of the party's scheduled date result in a charge of the full minimum required.
3. **MENU SELECTION:** Steak & Bourbon must have your selected menu seven (7) days prior to the function date. Steak & Bourbon reserves the right to substitute an entrée of equal or greater value at the client's expense if the guest number increases. Steak & Bourbon will charge for the guaranteed number of guests, or the total number served, whichever is greater. Our private dining menu offers pre-set dining options from which you can choose the designated number of items from each course.
4. **GUEST GUARANTEE:** For all functions, Steak & Bourbon must have a guest number confirmation five (5) days prior to function date. Steak & Bourbon will consider this number the guarantee, and it will not be subject to reduction. If no guaranteed number is received within five days (5 days) prior to function date, Steak & Bourbon will consider the original expected guest number on page ten (10) of this contract as the final guest count and will be charged accordingly.
5. **PRICING:** The prices quoted herein for any function which takes place within ninety days after the date of execution of this contract are firm. The prices for any function taking place more than ninety (90) days after the date of execution of this contract are subject to change without notice; however Steak & Bourbon guarantees that food and beverage price increase that impact already signed contracts will not exceed 10%. Our Private Dining Client must confirm menu prices with our General Manager one week in advance of their planned event.
6. **FOOD AND BEVERAGE:** All Food and Beverages must be purchased and prepared through Steak & Bourbon. The only exception is wedding or birthday cakes. No other food items are allowed on property. All beverage must be consumed on the premises. Absolutely NO ALCOHOLIC BEVERAGES may be brought onto the premises, as this is a VIOLATION OF THE KENTUCKY ALCOHOL AND TOBACCO COMMISSION.

7. **FINAL PAYMENT:** If Steak & Bourbon deems it necessary, a deposit may be required one week in advance of the event date if special circumstances are required. If the deposit is required, the Private Dining Client will agree to pay one-half (50%) of the current menu price as quoted by the General Manager one week in advance of the event date. Final payment for the function must be made at the completion of the function, which will include gratuity, tax, and other fees as deemed necessary to complete the event. Payment can be made by cash, certified check, debit or credit card. We accept all major credit cards.
8. **HOURS:** All dinner events scheduled on Sunday through Thursday may use the Private Dining Room from 5 p.m. until 10:00 p.m. All evening dinner events on Friday and Saturday may use the Private Dining Room from 5 p.m. until 11:00 p.m.
9. **TAX AND GRATUITY:** A 20% service fee and 6% sales tax are added to all Private Dining functions at the completion of the event and are not included in the initial quote.
10. **ENTERTAINMENT:** No loud entertainment of any kind will be permitted on the premises of Steak & Bourbon by the Client or his/her guests or invitees without prior written consent of Steak & Bourbon management. DJs and loud bands are not permitted.
11. **QUALITY STANDARDS:** Steak & Bourbon reserves the right to enforce its quality standards, concerning dress and decorum, at all functions. Steak & Bourbon reserves the right to refuse serving any person who in the judgment of Steak & Bourbon management is under the influence of alcohol or any controlled substances, or to request that such a person leave the premises. Steak & Bourbon reserves the right to ask for proper identification prior to serving any alcoholic beverages to any person requesting such service. Steak & Bourbon reserves the right to close the bar before the designated ending time should we deem it necessary.
12. **DECORATIONS:** Decorations must be approved by Steak & Bourbon management prior to the event. All display exhibits and decorations must conform to local fire and safety codes. The Client is responsible for taking down all approved decorations before leaving the premises on the date of the event. Confetti is not permitted. If confetti is brought in, an additional \$150 clean up fee will be charged. If ice sculptures are brought in by the party, they are responsible for set-up, removal, and cleaning of the ice sculpture and water associated with the ice sculpture at the end of the event, or a \$150

charge will be assessed.

13. Steak & Bourbon is not responsible for damages to or the theft of parked automobiles or contents thereof during the scheduled event.
14. Steak & Bourbon is not responsible for any lost or stolen items.
15. The Client agrees to ensure that the event will conform to local and national law, and no person, party, or entity in attendance will conduct illegal activities.
16. Steak & Bourbon shall not be liable for non-performance of this contract when such non-performance is attributable to labor troubles, disputes or strikes, accidents, government (Federal, State and Municipal) regulations of, or restrictions upon travel or transportation, non-availability of food, beverage or supplies, riots, national emergencies, acts of God, and other causes whether enumerated herein or not, which are beyond the reasonable control of Steak & Bourbon preventing or interfering with the restaurants performance of its obligations under this contract.

# Our Private Dining Options

## \$50 Per Person Tier

### **Salad Option:**

S & B Salad – artisan lettuce mix, bacon, cucumber, tomato, radish, beets, carrots, egg, bourbon maple vinaigrette

### **Appetizer Options – \*Served Family Style\* (choice of one)**

Steak & Cheese Handpies – ribeye steak and Monterrey jack cheese, puff pastry, chimichurri, roasted red pepper sour cream

Spinach & Artichoke Dip – served with warm tortilla chips

### **Entrée Options: (Choice of two)**

12oz. NY Strip – chefs signature cut, Certified Angus Beef, Dry Aged

1/2 Pan Roasted Chicken – deboned, served with au jus

Salmon Quinoa – Seared Salmon filet served with or without a red quinoa salad with chefs selection of vegetables

### **Side Items – \*Served Family Style\* – (Choice of two)**

Creamed Spinach – traditional creamed spinach

Broccolini – sautéed broccolini, shaved parmesan, lemon vinaigrette

Mac & Cheese – Cavatappi pasta, three cheese blend sauce

Mashed Potatoes – chefs creamy mashed potatoes

Steak Fries – large, hand-cut potatoes, triple cooked in beef tallow

### **Dessert Option: (choice of one)**

Chocolate Cake

Chefs Choice

## \$60 Per Person Tier

### **Salad Option:**

S & B Salad – artisan lettuce mix, bacon, cucumber, tomato, radish, beets, carrots, egg, bourbon maple vinaigrette

### **Appetizer Options – \*Served Family Style\* (choice of two)**

Steak & Cheese Handpies – ribeye steak and Monterrey jack cheese, puff pastry, chimichurri, roasted red pepper sour cream

Spinach & Artichoke Dip – served with warm tortilla chips

Crab meat Deviled Eggs – traditional deviled eggs, jumbo lump crab, bentons bacon

### **Entrée Options: (Choice of three)**

12oz. NY Strip – chefs signature cut, Certified Angus Beef, Dry Aged

7 oz. Beef Filet – Certified Angus Beef, Dry Aged Filet Mignon

1/2 Pan Roasted Chicken – deboned, served with au jus

Verlasso Salmon – seared premium Salmon filet, with lemon butter sauce

14 oz. Ribeye – Certified Angus Beef, Dry Aged

### **Side Items – \*Served Family Style\* – (Choice of three)**

Creamed Spinach – traditional creamed spinach

Broccolini – sautéed broccolini, shaved parmesan, lemon vinaigrette

Mac & Cheese – Cavatappi pasta, three cheese blend sauce

Mashed Potatoes – chefs creamy mashed potatoes

Steak Fries – large, hand-cut potatoes, triple cooked in beef tallow

### **Dessert Option: (choice of one)**

Chocolate Cake

Chefs Choice

## \$70 Per Person Tier

### **Salad Option:**

S & B Salad – artisan lettuce mix, bacon, cucumber, tomato, radish, beets, carrots, egg, bourbon maple vinaigrette

### **Appetizer Options – *\*Served Family Style\** (choice of three)**

Steak & Cheese Handpies – ribeye steak and Monterrey jack cheese, puff pastry, chimichurri, roasted red pepper sour cream

Spinach & Artichoke Dip – served with warm tortilla chips

Crab meat Deviled Eggs – traditional deviled eggs, jumbo lump crab, bentons bacon

### **Entrée Options: (Choice of three)**

16oz. NY Strip – chefs signature cut, Certified Angus Beef, Dry Aged

10 oz. Beef Filet – Certified Angus Beef, Dry Aged Filet Mignon

1/2 Pan Roasted Chicken – deboned, served with au jus

Verlasso Salmon – seared premium Salmon filet, with lemon butter sauce

14 oz. Ribeye – Certified Angus Beef, Dry Aged

Short Rib Pot Roast – braised, boneless short rib

### **Side Items – *\*Served Family Style\** – (Choice of three)**

Creamed Spinach – traditional creamed spinach

Broccolini – sautéed broccolini, shaved parmesan, lemon vinaigrette

Mac & Cheese – Cavatappi pasta, three cheese blend sauce

Mashed Potatoes – chefs creamy mashed potatoes

Steak Fries – large, hand-cut potatoes, triple cooked in beef tallow

Asparagus – sautéed with butter and our house seasoning

Au Gratin – thinly sliced potatoes, layered with creamy cheese

### **Dessert Option: (choice of one)**

Chocolate Cake

Chefs Choice



# Private Dining Contract

Today's Date: \_\_\_\_\_

Event Date: \_\_\_\_\_

Client Name: \_\_\_\_\_

Arrival Time: \_\_\_\_\_

Phone #: \_\_\_\_\_

Guest Count Estimate: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Menu Tier Selection: \_\_\_\_\_

(if different than client)

Contact #: \_\_\_\_\_

A/V Equipment: \_\_\_\_\_

## *Menu Options*

Salad:

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Appetizers:

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Entrees:

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Dessert:

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Special Requests:

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Notes:

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This contract is made in the State of Kentucky and shall be construed and enforced in accordance with the laws of such State. This Private Dining Contract constitutes the entire agreement between parties and may not be modified or amended except by an instrument in writing signed by both the Client and a representative of Steak & Bourbon. "The undersigned acknowledges that he/she has read and understands the Private Dining Contract including this page and; the preceding pages by signing and dating below the undersigned accepts this contract and agrees to comply with all herein.

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Printed Name of Client

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Date

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Signature of Client

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Date

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Printed Name of Steak & Bourbon Rep

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Date

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Signature of Steak & Bourbon Rep

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Date

# Credit Card Authorization Form

Card Type:

Visa <input type="checkbox"/>	MasterCard <input type="checkbox"/>	AMEX <input type="checkbox"/>	Discover <input type="checkbox"/>	Other:_____
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Cardholder Name (as shown on card):\_\_\_\_\_

Card Number:\_\_\_\_\_

Expiration Date (mm/yy):\_\_\_\_\_ CVC Code:\_\_\_\_\_

Cardholder Zip Code (Billing Zip Code):\_\_\_\_\_

I, \_\_\_\_\_, authorize Steak & Bourbon, to charge my credit card above for the agreed upon purchase and/or deposit required. I understand that my information will be saved to file for future transaction to my account, or to finalize the required purchase.

Customer Signature:\_\_\_\_\_

Date:\_\_\_\_\_