

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

- GENERAL INFORMATION -

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**KESSLER ROOM:** Our Kessler Room is a dining area available for private events. The room sits up to 50 people, is equipped with audio/visual equipment, and offers a full private bar. The room is decorated in a contemporary yet casual design with hardwood floors and a stone fireplace. This room is the perfect spot to host almost any event.

**MENUS:** Binkley's Kitchen & Bar provides complete food and beverage service for your event. We offer extensive menu selections for your convenience; breakfast, brunch, lunch, dinner, & hors d'oeuvre platters. We also offer the option of buffet or plated style meals for your event. If you do not see what you are looking for, we would be happy to help you design a menu to fit your preferences.

**CAKE SERVICE:** Binkley's Kitchen & Bar will allow you to bring in a sheet cake for your celebration. Any cake brought in to Binkley's Kitchen & Bar must be from a State of Indiana Board of Health certified bakery. The fee for cake service is \$1.00 per person; it includes providing a cake table with cloth, cutting, serving, plate ware, silverware, and all related clean up.

**BAR SERVICE:** Binkley's Kitchen & Bar is pleased to provide a complete host or cash bar service, offering different packages to help fit your needs. A private bartender is available upon request. The cost of a private bartender is included in the room rental fee.

**SET-UP SERVICES:** Please inform your coordinator of any additional set-up requirements. (example: registration, exhibit, gift table, etc.)

**FOOD AND BEVERAGE:** It is the policy of Binkley's Kitchen & Bar that all food and beverage consumed in Binkley's Kitchen & Bar must be purchased from our facility (this excludes celebration sheet cakes from an Indiana Board of Health certified bakery).

**TAX EXEMPTION:** Only "Fund Raising" events are exempt from Indiana Sales Tax, with respect to food and beverage. Organizations that are Tax Exempt must provide Binkley's Kitchen & Bar with a copy of their Tax Exemption Certificate 10 days prior to the event. We are required by law to charge sales tax in the event a certificate is not provided at the time the balance is due.

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

- COST REQUIREMENTS -

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**ROOM RENTAL CHARGE:** A room rental charge applies to all events. The rental fee includes the following: room set-up, room clean-up, linen napkins & tablecloths, glassware, china, silverware, service ware, use of candleholders, use of audio/visual equipment, and a private bartender. For additional fees, we will work to accommodate any other needs. Daytime events occur between the hours of 8:00 am and 5:00 pm. Nighttime events occur between the hours of 5:00 pm and midnight. There is a four hour limit for scheduled events. Rates for events scheduled on holidays may vary.

- ❖ Daytime Events—
  - Sunday through Saturday: \$100.00
- ❖ Nighttime Events—
  - Sunday through Thursday: \$150.00
  - Friday and Saturday: \$200.00

**MINIMUM FOOD and/or BEVERAGE PURCHASE REQUIREMENT:** There is a minimum food and/or beverage purchase for all events. The total of your food and/or beverage purchase must meet the requirements described below. If sales minimum is not met, the difference will be added to the final client bill. Rates for events scheduled on holidays may vary.

- ❖ Daytime Events—
  - Sunday through Saturday: \$250.00
- ❖ Nighttime Events—
  - Sunday through Thursday: \$500.00
  - Friday and Saturday: \$1000.00

**ADDITIONAL TIME:** If your event exceeds the four hour limit, there will be additional charges:

- ❖ Room Rental—
  - \$100.00 per hour
- ❖ Minimum food/beverage purchase—
  - \$100.00 per hour

**GRATUITY:** All events are subject to gratuity, which will be awarded to the service staff. For a plated-style main course, 20% gratuity will be added based on all food and beverage sales. For a buffet-style main course, 15 % gratuity will be added based on all food and beverage sales. Additional gratuities are permitted.

**SALES TAX:** All events are subject to Marion County, Indiana Food & Beverage Sales tax.

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

-Private Event Contract -

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1. Prices will not be guaranteed earlier than two (2) months prior to the scheduled event. All private events are subject to Indiana sales tax and gratuity (20% plated meal & 15% buffet meal).
2. Menu selections and room requirements must be made at least three (3) weeks prior to the event date. We cannot guarantee any changes made after the final deadline.
3. A final attendees guarantee is required at least seven (7) days in advance. After that time, attendance cannot be reduced. Attendance increases will be accommodated if possible. If we do not receive the guaranteed attendance figure for your event by the deadline, you will be charged for the number of people denoted on the estimate. We cannot guarantee any changes made after the final deadline.
4. Liquor Licensing prohibits the bringing of private alcohol/beverage into the restaurant.
5. Restaurant policy prohibits the bringing of private food into the private event room and/or restaurant; this excludes celebration sheet cakes from an Indiana Board of Health certified bakery.
6. All food and beverage purchased must be consumed in the assigned private event room during the scheduled times.
7. All decorations must be made of non-combustible material. Any activities or decorations involving the use of flames is strictly prohibited.
8. Local and State Fire Codes must be observed concerning the display of gasoline or any combustible substance powered vehicle or mechanical device. Safety guidelines can be obtained from our local Fire Marshall.
9. No item may be attached to floors, walls, ceilings, etc., in the restaurant without prior consent from Binkley's Kitchen & Bar.
10. Fire exits, aisles, and equipment cannot be blocked in any way.
11. Function sponsors are responsible for the protection of walls, furnishings, and floor in the private event room. This includes the function sponsors preparation, the continuation of activities during the event, and the time until all of the function sponsors and their participants leave. Damages or losses will be billed to function sponsor.
12. No powered vehicle or heavy equipment may be brought into, operated, or run in Binkley's Kitchen & Bar without prior written approval.
13. Electrical outlets have a maximum load capacity of 110 Volt 20 amps.
14. Binkley's Kitchen & Bar shall not bear any liability for the loss, theft, or damage to any property belonging to the function sponsor or function participant.
15. Beginning and ending times must be accurate.
16. Binkley's Kitchen & Bar reserves the right to inspect and control all private functions. Liability for damage to the premises will be charged accordingly. Binkley's Kitchen & Bar cannot assume responsibility for personal property and equipment brought into the facility.
17. Binkley's Kitchen & Bar retains the right to modify or cancel its obligations under this Agreement in the event that occurrences beyond the control of Binkley's Kitchen & Bar (e.g. strike, public, emergency, acts of God) reduce its capacity to provide banquet facilities or catering services. Binkley's Kitchen & Bar shall not bear any liability to the function sponsor, any function participant or any third party modification or cancellation of this agreement resulting from such occurrences. Binkley's Kitchen & Bar shall not be liable for any consequent damages for its breach of this agreement.

INITIAL \_\_\_\_\_

DATE \_\_\_\_\_

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

-Private Event Contract -

### Payment Policy

\$200.00 deposit due at contract signing.

This deposit is refundable the day of your event; however, if cancellation occurs due to no fault of Binkley's Kitchen & Bar, the deposit may not be refunded (see cancellation policy below).

Balance for food, beverage, gratuity, sales tax, and miscellaneous fees (room rental, cake, etc.) is due at the conclusion of your event.

Accepted payment is by cash, guaranteed check, or credit card.

### Cancellation Policy

In the event of cancellation of this contract through no fault of Binkley's Kitchen & Bar, there shall be a cancellation charge assessed on all events as follows:

- 61 to 150 days prior to scheduled event: 25% of the estimated event cost.
- 15 to 60 days prior to scheduled event: 50% of the estimated event cost.
- Less than 15 days prior to scheduled event: 100% of the estimated event cost.

Please Sign and return to Binkley's Kitchen & Bar this contract by \_\_\_\_\_. Upon receipt of the signed contract, your booking arrangements will become definite. Until that time, your space will be held on a TENTATIVE basis only. Failure to return the signed contract by the above date can result in a cancellation of this contract. The execution of the Agreement by the function sponsor acknowledges its agreement of the terms and conditions of this agreement.

This Agreement constitutes the entire Agreement between Binkley's Kitchen & Bar. This Agreement supersedes all written and oral communications and may not be amended except in writing, when signed by both parties.

**FUNCTION DATE & TIME:** \_\_\_\_\_

**DEPOSIT PAYMENT:\$** \_\_\_\_\_

**ROOM RENTAL CHARGE:\$** \_\_\_\_\_

**MINIMUM FOOD/BEVERAGE PURCHASE:\$** \_\_\_\_\_

**APPROVED BY:**

**YOUR SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**NAME PRINTED** \_\_\_\_\_

**MANAGER SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

# **Menu Selections**

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

- MENU SELECTIONS: BUFFET -

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### Breakfast Buffet Available 8 am – 11 am

\* 10.99 per person \*

\* 20 person minimum \*

Scrambled Eggs, Bacon, Sausage, Roasted Red Skin Potatoes,  
Assorted Pastries & Breads, Coffee, Juice

### Brunch Buffet Available 11 am – 3 pm

\*14.99 per person\*

\*20 person minimum\*

\*Beverage not included\*

Scrambled Eggs, Biscuits & Gravy,  
Bacon, Sausage, Roasted Red Skin Potatoes, Assorted Pastries & Breads

*Choose **one** from **each** of the following groups:*

Ham **OR** Roast Beef; Green Beans **OR** Carrots;  
Smoked Salmon **OR** Shrimp Cocktail; Fruit Salad **OR** Pasta Salad

### Lunch Deli Buffet Available 11 am – 4 pm

\* 12.99 per person \*

\* 20 person minimum \*

\*Beverage not included\*

Smoked Turkey, Ham, Roast Beef, American & Swiss Cheese,  
Assorted Breads, Lettuce, Tomato, Onion, Pickle, Condiments

*Choose **three** from the following:*

Kettle Chips, Coleslaw, Potato Salad, Fruit Salad,  
Mixed Greens Salad (with 2 dressing choices), Gourmet Brownies, Gourmet Cookies

### Lunch Buffet Available 11 pm – 4 pm

\* 20 person minimum \*

\*Bread included\*

\*Beverage not included\*

**One (1) Entree...\$13.99 per person**

**Two (2) Entrees...\$15.99 per person**

#### Entrees

Honey Roasted Ham, Grilled BBQ Chicken, Fried Chicken,  
Penne Chicken Alfredo, Penne & Meatballs, Meat Lasagna, Vegetable Lasagna,  
Tri-Color Pesto Cheese Tortellini, Filet Medallions, Mini Croissant Sandwiches

*Choose **three** from the following:*

Kettle Chips, Coleslaw, Potato Salad, Fruit Salad, Green Beans, Baked Beans  
Mixed Greens Salad (with 2 dressing choices), Gourmet Brownies, Gourmet Cookies

*Can't find something you're looking for, the chef can work with and help you customize your menu to fit your needs*

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

-MENU SELECTIONS: BUFFET -

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### Dinner Buffet Available 5 pm – 9 pm

\*20 person minimum\*

\*Bread Included\*

\*Beverage not included\*

**One (1) Entree...\$15.99 per person**

**Two (2) Entrees...\$18.99 per person**

**Three (3) Entrees...\$21.99 per person**

#### Entrees

Smoked Pork Shoulder, Honey Roasted Ham, Peppercorn Beef Medallions,  
Sliced Beef Tenderloin, BBQ Chicken, Fried Chicken, Chicken Marsala, Chicken Piccata,  
Penne Chicken Alfredo, Penne & Meatballs,  
Meat Lasagna, Vegetable Lasagna, Tri-Color Pesto Cheese Tortellini

Choose **one** from **each** of the following groups:

#### Vegetables

Buttery Corn, Zucchini & Yellow Squash, Honey Glazed Carrots, Green Beans,  
Green Bean Casserole, Broccoli & Cauliflower

#### Starches

Mashed Potatoes, Rice Pilaf, Roasted Red Skin Potatoes, Baked Beans

#### Salads

Coleslaw, Potato Salad, Fruit Salad, Pasta Salad,  
Caesar Salad, Mixed Greens Salad (with a choice of 2 dressings)

*Can't find something you're looking for, the chef can work with and help you customize your menu to fit your needs.*

# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

- MENU SELECTIONS: PLATED -

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### Lunch - Available Daily 11 am – 4 pm

\*Choose up to 3 selections\*

\*All sandwiches served with either homemade kettle chips or fresh fruit\*

\*Add a Caesar salad or Mixed Greens salad for \$3.99\*

\*Add a cup of soup for \$2.99\*

Chicken Salad Sandwich on multi grain bread...\$6.99  
Pork Tenderloin Sandwich, grilled or breaded, on a bun...\$8.99  
Chicken Sandwich grilled or breaded on a bun...\$7.99  
Mini Crab Cake Sandwiches served with remoulade sauce on a bun...\$7.99  
Fish Sandwich, grilled or breaded, served with tartar sauce on a bun...\$8.99  
Grilled Breast of Chicken, served with rice pilaf & vegetable...\$9.99  
Chicken Fettuccine with Alfredo sauce...\$9.99  
Tri-color Cheese Tortellini with Pesto...\$9.99 Add Chicken \$1.99  
6 oz Sirloin Steak, served with mashed potatoes & vegetable...\$10.99  
Strawberry Chicken Salad...\$10.99  
Chicken Caesar Salad...\$9.99  
Santa Fe Steak Salad...\$11.99  
Veggie Deluxe Salad...\$8.99

### Dinner - Available Nightly 5 pm – 9 pm

\*Choose up to 3 dinner selections\*

\*Bread included\*

\* All selections include Mixed Greens salad (2 dressing choices) \*

Chicken Fettuccine with Alfredo sauce...\$14.99  
Tri-color Cheese Tortellini with Pesto...\$13.99 Add Chicken \$1.99  
Grilled Chicken Breast, served with rice pilaf & vegetable...\$12.99  
Half Roasted Chicken, served with mashed potatoes & vegetable...\$14.99  
Herb-cream cheese stuffed Chicken with wild mushroom sauce, served with mashed potatoes & vegetable...\$14.99  
Smoked Pork Shoulder, served with mashed potatoes & vegetable...\$16.99  
Baked Lemon-Pepper Tilapia, served with rice pilaf & vegetable...\$14.99  
Shrimp, grilled or breaded, served with rice pilaf & vegetable...\$18.99  
Atlantic Salmon Filet, served with rice pilaf & vegetable...\$18.99  
10 oz Sirloin, served with mashed potatoes & vegetable...\$17.99  
6 oz Filet, served with mashed potatoes & vegetable...\$19.99  
8 oz Filet, served with mashed potatoes & vegetable...\$24.99  
12 oz Rib Eye, served with mashed potatoes & vegetable...\$18.99  
6 oz Filet & Grilled Shrimp, served with mashed potatoes & vegetable...\$24.99

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# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

- HORS D'OEUVRE PLATTERS -

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### Cold Hors D'oeuvres

\*20 person minimum\*

Domestic Cheese with crackers...\$2.00/person  
Domestic & Import Cheese with crackers...\$2.50/person  
Fruit with dip...\$2.50/person  
Vegetables with ranch dip...\$1.50/person  
Anti-pasta...\$3.00/person  
Smoked Salmon...\$3.00/person  
Premium Gulf Shrimp with cocktail sauce...\$3.00/person  
Bruschetta...\$2.00/person  
Spinach-Artichoke Dip with tortilla chips...\$1.75/person  
Mini Croissant Sandwiches (turkey, ham, roast beef, or combo)...\$2.00/person  
Mixed Nuts (per pound)...\$16.00  
Kettle Chips (per pound)...\$8.00  
Pretzels (per pound)...\$8.00  
Assorted Gourmet Brownies...\$0.75 each  
Assorted Gourmet Cookies...\$0.50 each

### Hot Hors D'oeuvres

\*20 person minimum\*

Mini Crab Cakes with remoulade sauce...\$2.50/person  
Beef Skewer (plain, bourbon glazed, teriyaki)...\$3.00/person  
Chicken Skewer (plain, bourbon glazed, teriyaki)...\$1.75/person  
Vegetable Kabobs...\$1.75/person  
Breaded Chicken Fingers (choice of 2 dipping sauces)...\$1.25/person  
Barbeque Beef Meatballs...\$1.25/person  
Wings (buffalo, honey garlic, sesame teriyaki, or barbeque)...\$1.50/person  
Bacon Wrapped Shrimp & Scallop Skewers...\$3.00/person

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# BINKLEY'S KITCHEN & BAR

## Private Kessler Room

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### Desserts

\*Up to two selections\*

\*Ask about our large dessert selection\*

### Beverage Information

#### Non-Alcoholic Beverages

Guests are charged on a per drink basis at regular restaurant pricing.

Coffee, Iced Tea, Lemonade, Soda (Coke, Diet Coke, Sprite, Root Beer).....	\$1.99
(Refillable at no charge)	
Orange, grapefruit, cranberry, and V-8.....	\$1.99
Assortment of Hot Tea.....	\$1.99
Milk.....	\$1.99

#### Alcoholic Beverages

##### Option 1—Cash Bar

Guests are charged on a per drink basis at regular restaurant pricing.

##### Option 2—Open Bar (House)

Host/hostess pays \$5.50 per hour, per person for all guests in party over the age of 21. This package includes refillable non-alcoholic beverages, domestic bottled and draft beer, house wine by glass, and well liquor. There is a **two (2) hour minimum** and **30 guest minimum** to purchase this package.

##### Option 3—Open Bar (Premium)

Host/hostess pays \$7.00 per hour, per person for all guests in party over the age of 21. This package includes refillable non-alcoholic beverages, select bottled and draft beer, select premium wine by glass, and select premium liquor. There is a **two (2) hour minimum** and **30 guest minimum** to purchase this package.

##### Option 4—Open Bar (Turbo Premium)

Host/hostess pays \$14.00 per hour, per person for all guests in party over the age of 21. This package includes refillable non-alcoholic beverages, ALL beer, wine by glass, and liquor. There is a **two (2) hour minimum** and **30 guest minimum** to purchase this package.

##### Option 5—Flex Package

If the above options do not fit your needs, let us know and we'll come up with something that does.