

**HAWTHORNE HOTEL
BEVERAGE SELECTIONS**

	Top Shelf - \$6.75 *	Deluxe - \$8.25*
Vodka	Absolut	Ketel One
Flavored Vodka	Stoli Razberi	Stoli Razberi
Gin	Tangueray	Bombay Sapphire
Rum	Bacardi	Bacardi
Spiced Rum	Captain Morgan	Mount Gay
Tequila	Sauza	Patron
Kahlua	Kahlua	Kahlua
Bourbon	Jack Daniels	Knob Creek
Whiskey	Seagram's VO	Crown Royal
Scotch	Dewar's 6yr	Chivas Regal 12yr
Mixers	N/A	Apple Pucker Watermelon Pucker

Martinis	\$8.50	\$10.00
-----------------	--------	---------

(Martini up charge applies to drinks similar to martinis such as Gibsons, Cosmos, Margaritas and others)

Liquor Type	Consumption Bar	Hourly based on Per Person
Top Shelf	\$6.75 per drink	\$14.00 per person for the 1 st hour \$6.75 per person each additional hour
Deluxe	\$8.25 per drink	\$17.00 per person for the 1 st hour \$8.25 per person each additional hour

*Drinks made with one spirit contain 1.25 ounces of liquor.
Any drinks containing more than one liquor, or more than one 1.25 ounce pour, are subject to additional charges

All Bars Include the Following

- Domestic Beer \$5.00
(Budweiser, Bud Lite)
- Premium Beer \$5.50
(Samuel Adams)
- House Wine \$6.50
- House Champagne \$6.00
- Soft Drinks (8 ounces) \$2.75
- Mineral Water \$3.25

Additional Drinks Served by the Gallon: *Approximately 20 Servings per Gallon*

Fruit Punch (Non-Alcoholic) \$50	Champagne Punch \$125
Fruit Punch with White Wine \$75	Mimosa's \$125
Fruit Punch with Vodka \$125	Bloody Mary's \$125

Our catering staff will be happy to assist you in choosing the perfect wine from our cellar to pour with dinner. Charges are by the bottle, based on consumption.

A bar set up fee of \$50 per bar will be charged for all events.
All food and beverages incur a 6.25% prevailing state sales tax,
13.5% service charge and 6.5% banquet incidental fees.

For a cash bar, please add 6.25% state sales tax to listed prices.

**Please note due to Massachusetts State Law, no alcoholic beverages
may be served before noon on Sundays**



CATERING INFORMATION

Menu Selection

The menu selections included in this presentation intend to represent the variety of inventive combinations that can be prepared by our Chefs. Our Catering Staff can also make seasonal recommendations to assist you with designing a special menu unique to your event. Menu prices are subject to change. The Hawthorne Hotel will guarantee banquet prices 60 days prior to your event.

Beverage Arrangements

Our Catering Staff will be pleased to assist with choosing appropriate wines and other beverages to complement your menu and program. We will be pleased to arrange for either a cash or open bar, a minimum of two weeks prior to your function. A standard bartender fee of \$50 will be assessed. For parties under 25 persons, there will be a \$35 cocktail server fee. The sale and service of alcoholic beverages is regulated by governmental authorities. The Hawthorne Hotel is responsible for the administration of those regulations. No alcoholic beverages may be brought into the Hotel for a banquet function.

Banquet Room Assignments

As other guests may reserve the same room as you prior to or following your function, please adhere to the times confirmed. Should your time schedule change, please contact the Catering Office; and every effort will be made to accommodate you. Function rooms are assigned by the attendance anticipated. If attendance increases or decreases, we reserve the right to change the function room assignment.

Table Linens

A selection of tablecloths with complementing napkins are provided by the Hotel. If you wish to arrange for specialty linens, at the client's expense, our Catering Staff will be pleased to offer a referral company.

Coat Check

A hosted coat check may be arranged at a charge of \$50 plus \$0.75 per wrap will be added to the master account. If tipping is permissible only the \$50 charge will be at the client's expense.

Special Services

Our Catering Staff can assist you with any special needs for your particular function, such as floral arrangements, ice carvings, limousines, suggestions for musicians, and photographers.

The Hotel can provide cakes for all occasions. Should the client elect to supply a cake, there will be a service charge to cover handling. Arrangements for deliveries to the Hotel must be made with the Catering Office.

Displays and Decorations

All displays and/or decorations proposed by the client shall be subject to Hotel approval. The Hawthorne Hotel shall not assume responsibility for damage or loss of any merchandise or articles brought into the Hotel.

Guarantee

Your function should be completely designed, including menus and all environmental details, 14 days prior to your event. The final guest count must be communicated to our Catering Staff, by noon, two days prior to the event. In the case of a weekend, or when two entrees are selected, a 72-hour notification will be required. The number shall constitute a guarantee, not subject to reduction. In the event a guarantee is not received, the Hotel will assume the original anticipated attendance. The Hotel will prepare 5% above the guaranteed attendance upon request.

Deposit, Cancellation and Payment Policy

To secure your reservation with us, we respectfully require an initial deposit. The estimated balance, for all food, beverage, and applied room rental, is to be made payable one week prior to the event. (Wedding prepayment subject to package plan terms.) In the event cancellation should occur, the charges will be based on the contracted scale. Payments accepted by certified check, bank check, cash, or credit card.

Service and Labor Charge

Please add to quoted prices: 6.25% Prevailing Massachusetts sales tax, 13% gratuity (distributed amongst service personnel), and 6% administrative charge. Should the number of guests for the function hall fall below 16 guests, there will be a labor set-up charge of \$25 added to the final bill.