

# THE HARBOR RESTAURANT

## Event Reservation Form

See the Special Events Menu for policies and procedures incorporated herein by reference. This event reservation form must be finalized at least seven (7) business days prior to the event. On the 7<sup>th</sup> business day before the event this form shall constitute a guarantee of attendees and the estimate must be pre-paid in full or the event will not be hosted. The Harbor Restaurant will prepare to accommodate up to 5% above the guaranteed number with charges adjusted based upon actual attendance. A 20% service charge for food and beverage charges will be included as well as California taxes. Buffets require a minimum of 20 orders irrespective of the actual attendees. No food is allowed "to go" from a buffet and the buffet will be out for 2 hours. Plated dinners with multiple dishes served require guests to bring escort/name cards that clearly indicate the diner's selection. Cancellation within 20 business days to seven business days of the event shall be billed at 50% of the total event balance on this form. Cancellation after confirmation, or within 7 business days of the event, and no-shows, shall be billed for 100% of the estimated balance on this form. Pricing is subject to change up to 30 days in advance of the event. Minimum staffing is 1 server (\$75 each) per 15 plated dinners; 1 server per 25 guests for buffets, 1 server per 40 guests for fixed food stations only, and 1 bartender (\$75 each) per 40 guests. Corkage is \$20 per bottle up to 2 bottles per 5 guests.

NAME OF HOST / RESPONSIBLE PARTY: \_\_\_\_\_

EMAIL OF HOST / RESPONSIBLE PARTY: \_\_\_\_\_

CELL PHONE # OF HOST/RESPONSIBLE PARTY: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ DAY OF WEEK: \_\_\_\_\_

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

BAR START TIME: \_\_\_\_\_ BAR END TIME: \_\_\_\_\_

FOOD SERVICE TO BEGIN TIME: \_\_\_\_\_ FOOD END TIME: \_\_\_\_\_

GUARANTEED NUMBER OF GUESTS: \_\_\_\_\_

Event will not be guaranteed until pre-paid in full based upon the number of guaranteed guests and the priced below on or before seven (7) business days prior to the event.

<u>ROOM SELECTION:</u>	Venue Fee*	Minimum Order**
SANTA BARBARA ROOM	_____	_____
THE HARBOR BAR	_____	_____
CAPTAIN'S ROOM	_____	_____
LONGBOARD'S INSIDE	_____	_____
LONGBOARD'S PATIO	_____	_____

\* Venue fee is based upon a 3-hour rental; additional hours are charged at +20% of the venue fee for the room and time of day/week per the Special Events Menu

\*\* Minimum orders is the minimum charge for the food regardless of menu choices, minimum orders may increase during holidays and special event dates

**TOTAL ROOM FEE = \_\_\_\_\_**

MENU SELECTIONS:

**STANDARD LUNCH BUFFET \_\_\_\_\_ x \$35.00 per person = \_\_\_\_\_**

Choose 4 offerings:

- Tuna Fish mini sandwiches
- Mini Burgers (sliders)
- Coconut Shrimp and Fried Calamari Sticks
- Caesar Salad
- Grilled Cheese Sandwiches
- Cut Ham and Cheese Sandwiches
- Meat and Cheese charcuterie board
- Vegetable Crudité

Choose 1 dessert:

- Fruit mini plate
- Homemade Cookies
- Sweet Pastries

**PREMIUM LUNCH BUFFET** \_\_\_\_\_ x \$45.00 per person = \_\_\_\_\_

Choose one Soup:

- Clam Chowder
- Tomato Soup

Choose one Salad:

- Organic Lunch Beet Salad
- Lunch Heirloom Tomato Salad
- Mixed Green Salad

Choose 4 offerings:

- Mixed Green Salad with Chicken
- Prime Rib Sandwich with French Fries
- Build your own Burger with French Fries
- Polenta Cake with Short Rib, Pesto, Marinara
- Green Leche De Tigre Ceviche
- Vegetarian Medley: Potato Salad (no meat), Fried Glazed Tofu, Roasted Cauliflower
- Fish & Chips
- Shrimp & Chicken Tacos Bar

Choose 1 dessert:

- Fruit mini plate
- Tarta Vasqua (Basque-Style Cheesecake)
- Apple Pie

**STANDARD PLATED LUNCH** \_\_\_\_\_ x \$35.00 per person = \_\_\_\_\_

Choose THREE (3) Plates for Guests to Select:

- \_\_\_ Toasted Ham and Cheese Sandwich with Potato Chips, Side Salad
- \_\_\_ Fish Sandwich with French Fries and Cole Slaw
- \_\_\_ Tuna Sandwich with Potato Chips and Cole Slaw
- \_\_\_ Hamburger with French Fries and Side Salad
- \_\_\_ Grilled Cheese Sandwich with Potato Chips and Side Salad
- \_\_\_ Caesar Salad with Chicken
- \_\_\_ Mixed Green Salad with Chicken
- \_\_\_ Lobster Roll with Potato Chips and Cole Slaw (+\$10.00 per plate)
- \_\_\_ Roasted Cauliflower with puree

Choose ONE (1) dessert:

- \_\_\_ Fruit mini plate
- \_\_\_ Homemade cookies
- \_\_\_ Sweet Pastries

**PREMIUM PLATED LUNCH** \_\_\_\_\_ x \$45.00 per person = \_\_\_\_\_

Choose ONE (1) Soup:

- Clam Chowder
- Tomato Soup

Choose TWO (2) Salads:

- Caesar Salad
- Organic Lunch Beet Salad
- Lunch Heirloom Tomato Salad
- Mixed Green Salad

Choose THREE (3) Plates for Guests to Choose From:

- Lobster Roll with Potato Chips and Cole Slaw
- Prime Rib Sandwich with French Fries
- Chicken Milanese with Poached Egg and Side Salad
- Fish & Chips with French Fries and Cole Slaw
- Heirloom Tomato Salad with Tahini
- Organic Beet Salad
- Mixed Green Salad with Steak, Salmon, or Chicken
- Surf & Turf Pasta

Choose ONE (1) dessert:

- Tarta Vasqua (Basque-Style Cheesecake)
- Apple Pie

**STANDARD DINNER BUFFET** \_\_\_\_\_ x \$55.00 per person = \_\_\_\_\_

Choose ONE (1) Soup:

- Clam Chowder
- Tomato Soup

Choose TWO (2) Salads:

- Caesar Salad
- Organic Beet Salad
- Heirloom Tomato Salad
- Mixed Green Salad with Chicken

Choose THREE (3) buffet offerings:

- Green Leche De Tigre Ceviche
- Vegetarian Medley: Fried Glazed Tofu; Roasted Cauliflower; Polenta cake with Pesto and Marinara
- Chicken Milanese with Poached Egg
- Fish & Chips with French Fries
- Prime Rib
- Scottish Salmon with Curry Lentils and Broccolini

Choose ONE (1) dessert:

- Tarta Vasqua (Basque-style cheesecake)
- Apple Pie

**PREMIUM DINNER BUFFET** \_\_\_\_\_ x \$75.00 per person = \_\_\_\_\_

Choose ONE (1) Soup:

Clam Chowder

Tomato Soup

Choose TWO Salads:

Caesar Salad

Organic Beet Salad

Heirloom Tomato Salad

Mixed Green Salad with Chicken

Choose FOUR (4) buffet offerings:

Yellowfin Tuna Tiradito

Vegetarian Medley: Fried Glazed Tofu; Roasted Cauliflower;  
Polenta cake with Pesto and Marinara

Arroz Meloso with Seafood [similar to risotto]

Grilled Lobster Tails

Roasted Prime Rib

Scottish Salmon with Curry Lentils and Broccolini

Surf & Turf Pasta

TWO desserts included:

Tarta Vasqua (Basque-style cheesecake)

Apple Pie

**STANDARD PLATED DINNER** \_\_\_\_\_ x \$55.00 per person = \_\_\_\_\_

Choose ONE (1) Soup:

Clam Chowder

Tomato Soup

Select THREE (3) from these dinner plates to offer guests:

Grilled chicken Breast with vegetables and potatoes

Grilled steak with potatoes and vegetables

Vegetarian plate including main dish and sides

Fish & Chips with French Fries and cole slaw

Braised Short Ribs with Sweet Potato Puree

Scottish Salmon with Curry Lentils and Broccolini

Choose ONE (1) dessert:

Tarta Vasqua (Basque-style cheesecake)

Apple Pie



**PREMIUM PLATED DINNER** \_\_\_\_\_ x \$75.00 per person = \_\_\_\_\_

Choose ONE (1) Soup:

- Clam Chowder
- Tomato Soup

Choose ONE (1) Side Salad plate:

- Caesar Salad
- Organic Beet Salad
- Heirloom Tomato Salad
- Mixed Green Salad with Chicken

Choose THREE (3) plates to offer guests to choose from:

- Arroz Meloso with Seafood [similar to risotto]
- Chicken or Steak Milanese with Poached Egg and Side Salad
- Premium Vegetarian Plate with Main Dish and sides
- Surf and Turf – Grilled Lobster Tail with Steak, potatoes, veggies
- Roasted Prime Rib with Vegetable Puree and Potato
- Scottish Salmon with Curry Lentils and Broccolini
- Surf & Turf Pasta

Choose ONE (1) dessert:

- Tarta Vasqua (Basque-style cheesecake)
- Apple Pie

**A la Carte Menu (Lunch or Dinner)**

\_\_\_\_\_ x SANTA BARBARA PLATTER(S) x \$150.00 = \_\_\_\_\_

-or- \_\_\_\_\_ (minimum 30) x \$3.00/piece = \_\_\_\_\_

50 pieces per platter, choose up to 2 items –\$150.00 per platter or \$3.00 per piece individually. Must order minimum of 30 pieces per platter.

**Served Cold**

- \_\_\_ Fruit Kabobs
- \_\_\_ Santa Barbara Rolls
- \_\_\_ Fresh Mozzarella & Tomato Skewers

**Served Warm**

- \_\_\_ Mushroom and Brie Tart
- \_\_\_ Tempura Ahi Rolls with Wasabi and Ponzu
- \_\_\_ Coconut Chicken Skewers

\_\_\_\_\_ x CALIFORNIA PLATTER(S) x \$225.00 = \_\_\_\_\_

-or- \_\_\_\_\_ (minimum 30) x \$4.50/piece = \_\_\_\_\_

50 pieces per platter, choose up to 2 items – \$225.00 per plate or \$4.50 per piece individually. Must order minimum of 30 pieces per platter.

**Served Cold**

- \_\_\_ Smoked Salmon on Crostini with Chives & Caviar
- \_\_\_ Shrimp Salad in Cucumber Cups
- \_\_\_ Ahi Sashimi on Won-Ton Crisps

**Served Warm**

- \_\_\_ Ginger Chicken Potstickers
- \_\_\_ Fried Calamari
- \_\_\_ Beef Satay with Peanut Sauce
- \_\_\_ Vegetable Spring Rolls

\_\_\_\_\_ x INTERNATIONAL PLATTER(S) x \$295.00 = \_\_\_\_\_

-or- \_\_\_\_\_ (minimum 30) x \$5.90/piece = \_\_\_\_\_

50 pieces per platter, choose up to 2 items – \$295.00 per plate or \$5.90 per piece individually. Must order minimum of 30 pieces per plater

**Served Cold**

- \_\_\_ Oysters on the Half Shell
- \_\_\_ Jumbo Shrimp with Cocktail Sauce
- \_\_\_ Traditional Fresh Fish Ceviche

**Served Warm**

- \_\_\_ Oysters Rockefeller
- \_\_\_ Mini Filet Mignon Wellington
- \_\_\_ Coconut Crusted Shrimp Skewers with Mint Mango Salsa
- \_\_\_ Tequila Grilled Shrimp Skewers with Chili Lime Sauce

<b>DISPLAY PLATTERS</b>
-------------------------

\_\_\_\_\_ x ARTISIAN CHEESE BOARDS x \$240.00 = \_\_\_\_\_

Enough for 30 guests - Brie, Tillamook, Goat Cheese, Gruyere, Smoked Mozzarella, Red Grapes, Pepperoncini, Cherry Peppers, Kalamata Olives & Crostini

\_\_\_\_\_ x CRUDITE PLATES W/ 3 DRESSINGS x \$149.00 = \_\_\_\_\_

Enough for 30 guests - Carrots, Celery, Broccoli, Hot-House Cucumber, Asparagus, White Mushrooms, Tear Drop Red and Yellow Tomatoes, Jicama. Served with three dressings.

\_\_\_\_\_ x FRESH FRUIT PLATES x \$175.00 = \_\_\_\_\_

Enough for 30 guests - Cantaloupe, Honey Dew, Strawberries, Watermelon, Pineapple, Blueberries, Blackberries, Raspberries

\_\_\_\_\_ x **LIEUTENANT'S PLATTER(S) x \$285.00 =** \_\_\_\_\_

Enough for 10 guests - \$285.00 each: 20 Maui Rings, 20 Potato Skins, 20 Pork Egg Rolls, 20 Chicken Wings (Buffalo, BBQ, or Sweet/Sour)

\_\_\_\_\_ x **CAPTAIN'S PLATTER(S) x \$320.00 =** \_\_\_\_\_

Enough for 10 guests - 10 Jumbo Shrimp Cocktail, 10 Blue Point Oysters, 10 Crab Claws, 10 Little Neck Clams, 30 Hope Ranch Black Mussels - All Served Over Ice

\_\_\_\_\_ x **ADMIRAL'S PLATTER(S) x \$749.00 =** \_\_\_\_\_

Enough for 30 guests - 30 Jumbo Shrimp Cocktail, 30 Blue Point Oysters, 30 Crab Claws, 30 Little Neck Clams, 90 Hope Ranch Black Mussels - All Served Over Ice

## BEVERAGE PACKAGES

\_\_\_\_\_ **Beer Bottles x \$11.00 = \$**\_\_\_\_\_

If pre-ordering beer. Final charge will be based upon number of bottles opened at the event.

\_\_\_\_\_ **Corkage Fee x \$20.00 [maximum 2 bottles per 5 guests] = \$**\_\_\_\_\_

\_\_\_\_\_ **Wine Bottles (local, house) x \$47.00 = \$**\_\_\_\_\_

\_\_\_\_\_ **Well Drinks x \$17.00 = \$**\_\_\_\_\_

If pre-ordering well drinks. Final charge will be based upon number of drinks poured at the event.

\_\_\_\_\_ **Specialty Drinks/Premium Alcohol/Craft Cocktails x \$19.00 = \$**\_\_\_\_\_

If pre-ordering premium drinks. Final charge will be based upon number of drinks poured at the event.

\_\_\_\_\_ **Soft Drinks x \$6.00 (if not included in food package) = \$**\_\_\_\_\_

\_\_\_\_\_ **Premium Waters / Juices x \$7.00 = \$**\_\_\_\_\_

\_\_\_\_\_ **Mimosas (bottle) x \$45.00 = \$**\_\_\_\_\_

\_\_\_\_\_ **OPEN BAR (Beer/Wine) x \$20.00 x \_\_\_ hours (max. 2) = \$**\_\_\_\_\_

\_\_\_\_\_ **OPEN BAR (+Well Drinks) x \$30.00 x \_\_\_ hours (max. 2) = \$**\_\_\_\_\_

\_\_\_\_\_ **OPEN BAR (+ Premium) x \$50.00 x \_\_\_ hours (max. 2) = \$**\_\_\_\_\_

## EVENT BID

50% of initial bid is due at time of booking. Deposit is fully refundable more than 20 days prior to event; 50% of existing bid at the time is due for cancellation between 20 business days and 7 business days prior to event. The full balance of the Guaranteed Event Price must be fully pre-paid as a 7-business days before the event. **Following the event, The Harbor Restaurant is authorized to charge customer's credit card for additional charges incurred based upon attendance or consumption, including commensurate increases in service fees and taxes.**

Using the preceding worksheets, the Event Bid is as follows:

**TOTAL GUARANTEED NUMBER OF GUESTS: \_\_\_\_\_ (must be stated at time of initial booking and cannot be adjusted later than 7 business days prior to the event at which time the bid must be fully pre-paid).**

**FOOD PACKAGE (BUFFET, PLATED) = \$ \_\_\_\_\_**

**BEVERAGE PACKAGE = \$ \_\_\_\_\_**

**CORKAGE FEE = \$ \_\_\_\_\_**

**SERVICE CHARGE (20% OF FOOD + BEVERAGE) = \$ \_\_\_\_\_**

**\_\_\_\_\_ BARTENDERS (1 PER 40 GUESTS, \$75 EACH) = \$ \_\_\_\_\_**

**\_\_\_\_\_ SERVERS - 1 PER 15 GUESTS (plated); = \$ \_\_\_\_\_  
1 PER 25 GUESTS (buffet); 1 per 40 GUESTS (fixed stations only) \$75 EACH**

**ROOM RENTAL / BUYOUT CHARGE = \$ \_\_\_\_\_**

**SET UP / CLEAN UP FEES = \$ 200.00**

**ADDITIONAL CHARGES (IF ANY) = \$ \_\_\_\_\_**

**SUBTOTAL = \$ \_\_\_\_\_**

**+ SALES TAX (8.75% OF TOTAL) = \$ \_\_\_\_\_**

**TOTAL EVENT BID (50% due at time of booking, no changes made more than 7 business days prior to event, full pre-payment due at least 7 business days prior to event)**

**\$ \_\_\_\_\_**

**Customer initials \_\_\_\_\_**