



## PRIVATE EVENT INFORMATION 2023

Whether business or pleasure, let us take care of you & your guests. We'll tailor your party to fit your food, budget, & size needs. Let us handle the details, all you have to do is enjoy!  
Mostly anything on Fire & Oak's menu can be a part of your event menu.  
We can elevate your event with a wide variety of specialty wines spirits, sushi & raw bar options.

### Our Rooms

Our Private & Semi-Private rooms can accommodate from 8 to 125 guests

**The Boardroom** *private room can accommodate up to 24 guests*

\$900 Brunch / \$1500 Dinner (food & beverage minimum)

**The Tavern** *semi-private can accommodate up to 12 guests*

\$400 Brunch / \$700 Dinner (food & beverage minimum)

**The Candle Room** *semi-private can accommodate up to 14 guests*

\$700 Brunch / \$1000 Dinner (food & beverage minimum)

**The Veranda** *can accommodate up to 45 guests*

\$2000 Brunch / \$4000 Dinner (food & beverage minimum)

The Main Dining Room has a food & beverage minimum of \$4000 & can accommodate up to 75 guests.  
Any unmet minimum will be applied as a room fee

Buy-out of up to 150 guests are available for morning events

### Private Event Guidelines

All packages require a deposit in order to finalize the contract. Deposits are not refundable.

**Payment of the guaranteed minimum guest count is due 3 days prior to the event.**

Please add 6.625% Sales Tax & 22% Service Charge & 4% Card Processing Fee to all package prices.

**FIRE & OAK - WESTIN HOTEL, NEWPORT, JERSEY CITY**

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[www.fireandoak.com/jersey-city-private-events](http://www.fireandoak.com/jersey-city-private-events)

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# FIRE & OAK

AN AMERICAN GRILL

## 4-COURSE DINNER PACKAGE

\$65\* per person base package plus tax & service charge

### FAMILY STYLE APPETIZER COURSE

PLEASE SELECT 3

#### Included in the Dinner Package\*

##### **Signature Chicken Wings**

honey chili pepper glaze, creamy blue cheese dipping sauce

##### **3 Cheese Spinach & Artichoke Dip**

served with hand-cut corn tortillas

##### **Kobe & Veal Meatballs**

whipped herb ricotta

##### **Wild Mushroom & Goat Cheese Flatbread**

white truffle oil

##### **Crispy Local Calamari**

premium calamari served with our rustic tomato sauce

##### **Mediterranean Sampler**

assorted dips served with Grilled Pita

##### **California & Vegetable Rolls**

#### Optional Upgraded Items

##### **Lobster Mac & Cheese** (add \$7 pp)

seasoned bread crumbs, fresh lobster

##### **All Jumbo Lump Crab Cakes** (add \$9 pp)(seasonal)

lemon remoulade

##### **Fire & Oak Mac & Cheese** (add \$5 pp)

cheese blend, toasted breadcrumbs

##### **Tuna Tartar Tacos** (add \$5 pp)

avocado, citrus ponzu, wasabi aioli

##### **Grilled Octopus** (add \$8 pp)

Spanish octopus, Santorini fava

##### **Spicy Tuna/Coconut Shrimp/Salmon Mango Rolls**

choice of 2 (add \$7pp)

##### **Colossal U7 Shrimp Cocktail** (order by the piece \$7)

upgraded appetizer may be ordered in lieu of an included appetizer or as an extra item and charged at menu prices

### SALAD COURSE\*

Choose One

**Market Greens W/ Balsamic Vinaigrette or Classic Caesar Salad**

### ENTRÉE COURSE

your guests will choose their entrée the day of the event

##### **Grilled Salmon & Shrimp Provencal\***

white wine, fresh tomato, baby string beans, creamy whipped potatoes

##### **Rotisserie Organic Chicken\***

creamy smashed red bliss potatoes, sautéed french beans, herbed pan sauce

##### **Penne Pasta \***

murray's rotisserie pulled chicken, sun dried tomatoes, baby arugula, plum tomato cream sauce

##### **Pepper Crusted Filet Mignon\***

sautéed french beans, scalloped potatoes

### DESSERT COURSE\*

Choose One

**Warm Chocolate Cake with Vanilla Bean Ice Cream, Key Lime Pie, or Tiramisu**



**ENTRÉE COURSE UPGRADES**

*Substitute one of the following entrees to your menu choices for an additional charge.  
The price of the package increases by the item chosen.*

**FISH COURSE**

***Pan Seared Bronzino with Jumbo Lump Crab (+8)***  
*sautéed asparagus, fingerling potatoes, lemon butter sauce*

***Honey Glazed Sesame Crusted Wild Cod (+6)***  
*soba noodle vegetable stir fry, wasabi aioli & scallion vinaigrette*

**PASTA COURSE**

***Shrimp & Jumbo Lump Crabmeat Pasta (+7)***  
*seasonal presentation*

***Rigatoni Pasta with Wild Mushrooms***  
*porcini truffle cream sauce, baby spinach, whipped ricotta*

**CHICKEN COURSE**

***Oven Roasted Organic Chicken Breast (+5)***  
*topped with baby spinach & monterey jack cheese,  
roasted garlic whipped potatoes and sautéed asparagus*

***Berkshire Farms Double Cut Pork Chop (+8)***  
*seasonal presentation*

**MEAT COURSE**

***14oz USDA PRIME NY Strip Steak (+14)***

***16oz Sterling Rib Eye (+12)***

*Steaks Served With  
Sautéed French Beans & Scalloped Au Gratin Potatoes*

***Add a Pasta course to the dinner package for an additional \$7 per person  
(Spicy Vodka Rigatoni or Penne with a Rustic Tomato Sauce)***

**LUNCH PACKAGE**

\$52\* per person base package plus tax & service charge

\$25 (3-11 years old) kids

**STARTER COURSE**

Served Family Style

*Please Choose 3 from Appetizer Options on page 3*

**SALAD COURSE**

*Market Greens W/ Balsamic Vinaigrette*

**ENTRÉE COURSE**

***Grilled Salmon Provencal***

*white wine, fresh tomato, baby string beans, creamy whipped potatoes*

***Rotisserie Organic Chicken***

*crispy house cut fries, herbed pan sauce*

***Penne Pasta***

*Murray's rotisserie pulled chicken, sun-dried tomatoes,  
baby arugula, plum tomato cream sauce*

***Pepper Crusted Filet Mignon (add \$10 pp)***

*sautéed haricot vert, scalloped potatoes*

**DESSERT COURSE**

*Please Pick 1*

***Warm Chocolate Cake w/ vanilla ice cream | Key Lime Pie | Tiramisu***

**ENTRÉE COURSE UPGRADES**

*Please See Page 4*

**BRUNCH PLATED 3 COURSE MENU**

*\$54.95 per person (\$25.95 kids menu)*

*Includes 2 Hours of Unlimited Champagne Bar Featuring Bellinis, Mimosas, Freshly Squeezed Orange and passionfruit Juices, Arabica Coffee, Premium Novus Teas, and Soft Drinks*

**1st COURSE FAMILY STYLE BRUNCH PLATTERS**

***French Toast***

*with walnuts, caramelized bananas & warm Vermont maple syrup & fresh berries*

***Belgian Waffles***

***Fresh Seasonal Fruit Platters***

**2nd COURSE BRUNCH ENTRÉES**

*(Please Choose 4 Entrées For Your Guests To Choose From)*

***Vegetable Omelet*** *spinach, mushrooms, jack cheese, tomato jalapeno salsa*

***Buttermilk Chicken Sandwich*** *beefsteak tomato, swiss cheese, spicy slaw, remoulade, brioche bun choice of french fries*

***B.L.T. Sandwich*** *peppered bacon, lettuce, tomato, soft fried egg, swiss cheese, on country toast, served with house-cut fries*

***Chicken Milanese*** *crispy chicken breast topped with a salad of baby arugula, tomato & red onion and balsamic vinaigrette*

***Avocado Toast*** *farm fresh poached eggs, multigrain toasted bread, heirloom cherry tomatoes, chili flakes, arugula salad*

***Penne Pasta*** *organic rotisserie pulled chicken, sun-dried tomatoes, baby arugula, plum tomato cream sauce*

***Scottish Salmon Provencal*** *white wine, fresh tomatoes, sautéed string beans, creamy whipped potatoes*

***Grilled Steak & Eggs*** *sliced filet mignon, chimichurri sauce, scrambled eggs, signature home-fries +\$5 to package price*

***Jumbo Lump Crab Cake*** *(seasonal) tomato, baby greens, whole grain mustard sauce (+7 to package price)*

***Steak Frites*** *sliced prime hanger steak, truffle fries, au poivre sauce (+\$7 to package price)*

***Eggs Benedict*** *toasted honey English muffin, hollandaise sauce | Canadian Bacon or Smoked Salmon (+\$5 to package price)*

**DESSERT**

***Warm Retro Chocolate Cake***

*with Vanilla Bean Ice Cream*

## **BEVERAGE OPTIONS**

### **NON-ALCOHOLIC**

*Soda, Coffee, Tea & Juice*

UNLIMITED DURING EVENT @ \$5 P.P.

### **WINE & BEER BAR**

(HOUSE WINE & ALL DOMESTIC BOTTLES)

Chardonnay, Pinot Grigio, Sauvignon Blanc, Cabernet, Pinot Noir

Domestic Beer Bottles Bud, Coors Lite, Blue Moon, Yuengling, Fire & Oak Amber Lager Draft

2 HOURS @ \$25 P.P.

3 HOURS @ \$33 P.P.

***Add \$7 per hour to upgrade to imported beers, craft beers & premium wines***

*Fume Blanc, Riesling, Pinot Noir, Malbec, Cabernet Blend*

*Corona, Heineken, Stella, Amstel Light, Fire & Oak Amber Lager Draft, Additional Draft*

### **OPEN BAR**

*Jersey Rail Vodka, Prairie Organic Gin, Cruzan Rum, Cuervo Silver Tequila, Jack Daniels Whiskey,*

*Dewars Scotch, High West Bourbon, Ansac VS Cognac*

*All House Wines & Domestic Beers*

2 HOURS @ \$37 P.P.

3 HOURS @ \$44 P.P.

### **PREMIUM OPEN BAR**

*Grey Goose Vodka, Bombay Sapphire Gin, Bacardi Rum, Patron Silver Tequila, Casamigos Tequila*

*Maker's Mark Bourbon, Johnny Walker Black Scotch, Glenlivet Scotch, Hennessy, Remy VSOP*

*Upgraded Selection of Wines by the Glass & Beers*

2 HOURS @ \$42 P.P.

3 HOURS @ \$49 P.P.

***Shots are not available with any of our drink packages***

**COCKTAIL EVENT**

\$85 P.P.

20-PERSON MINIMUM GUARANTEE

*our cocktail package features a 2-hour open bar & 1 ½ hours of passed hors d' oeuvres, and includes a scaled-down version of our hot & cold buffet*

**PASSED HORS D' OEUVRES**

*Please Select 6 From Hors D' Oeuvres List On Page 9*

**ANTIPASTO TABLE**

*Classic Hummus, Angry Feta, Eggplant Caponata, Tzatziki, Grilled Greek Pita*

**SALADS**

*Market Greens Salad, Caesar Salad*

*Fresh Mozzarella Salad & Beefsteak Tomatoes with sea salt, greek E.V.O.O. and balsamic reduction*

**HOT STATION**

***Penne Pasta***

*with rotisserie pulled chicken, sun-dried tomatoes,  
baby arugula, plum tomato cream sauce*

***Premium Point Judith Crispy Calamari***

*served with marinara sauce*

***\*Vegetarian Options Available Upon Request***

**TO ENHANCE YOUR COCKTAIL RECEPTION YOU MAY ADD ANY OF THE FOLLOWING**

**CARVING STATION**

*NY Strip \$16 pp*

*Roasted Sterling Silver Prime Rib \$16 pp*

*Sea Salt & Pepper-Rubbed Whole Filet Mignon \$16 pp*

*Fall Off the Bone BBQ Ribs \$10 pp*

**DESSERT STATION**

*Assorted Desserts with Coffee & Tea Service \$10 P.P.*

***Additional Station Options listed on page 10***



## **PASSED HORS D' OEUVRES**

1 HOUR @ \$18 P.P.

2 HOURS @ \$34 P.P.

*To Be Combined With A Dinner Or Buffet Package*

***Please Choose 6 Items***

### ***Vegetarian***

*Vegetable Dumplings*

*Wild Mushroom & Goat Cheese Flatbread*

*Spinach & Artichoke Dip On Crisp Pita*

*Mini Grilled Cheese with Truffle Oil*

*Fresh Burrata and Blistered Tomato Bruschetta*

### ***Seafood***

*Mini New England Lobster Rolls +4*

*Crabmeat Stuffed Mushroom Caps*

*Grilled Shrimp & Chorizo Skewers*

*Diver Sea Scallops Wrapped In Bacon*

*"Mini Jumbo" Lump Crab Cakes +4 (seasonal)*

*Tuna Tartar Tacos +3*

*Crispy Oysters with Cajun Remoulade*

*Spicy Tuna | Honey Soy Glaze Crispy Rice +4*

### ***Meat***

*Chicken Satay*

*Korean Beef Satay*

*Fire & Oak Signature Chicken Wings*

*Beef Short Rib Sliders (seasonal)*

*Kobe Beef Sliders*

*Mini Kobe Meatballs with Dollop of Herbed Ricotta*

*Filet Mignon on Rustic Toast with Horseradish Cream +3*

*Pulled Chicken Tacos*

## **HORS D' OEUVRES DISPLAYS & STATIONS**

PRICING BASED ON ONE HOUR SERVICE

*To be Combined with a Dinner or Cocktail Event Package*

**FRESH FRUIT DISPLAY** - \$6 P.P.

*an assortment of freshly sliced seasonal fruit*

**CRUDITE DISPLAY** - \$6 P.P.

*a display of fresh vegetables with Blue cheese and ranch dip*

**FRUIT AND CHEESE DISPLAY** - \$9 P.P.

*a selection of imported cheeses with assorted crackers, jams, and fruit*

**SUSHI STATION** - \$12 P.P.

*traditional and specialty rolls*

**COLOSSAL SHRIMP COCKTAIL** - \$7 per piece minimum 25

*colossal shrimp beautifully presented over shaved ice served with cocktail sauce*

**OYSTERS AND CLAMS**

*shucked to order east & west coast oysters & little neck clams*

*Oysters - \$150 for 50*

*Clams - \$100 for 50*

**SEAFOOD TOWERS**

*colossal premium wild shrimp, cold water lobster, premium oysters, littleneck clams, colossal crab meat  
beautifully presented on towering crushed ice platters with traditional accompaniments*

*Small \$69 (4-6) Large \$125 (6-10)*

**PASTA STATION** - \$12 P.P.

**Penne Pasta** with pulled organic chicken, sun-dried tomatoes, plum tomato cream sauce

*(may also be prepared with seasonal vegetables and choice of white wine lemon caper sauce or fresh tomato sauce)*

**Bowtie Pasta** with lobster in a light saffron tomato cream sauce

**CARVING STATION**

*NY Strip \$16 pp*

*Roasted Sterling Silver Prime Rib \$16 pp*

*Sea Salt & Pepper-Rubbed Whole Filet Mignon \$16 pp*

*Fall Off the Bone BBQ Ribs \$10 pp*

**PASTRY STATION** - \$10 P.P.

*assorted desserts*

**DINNER BUFFET**

MINIMUM OF 40 ADULTS

\$65 per person plus tax & service charge | \$28.95 (3-11 years old) kids

**SALADS**

*Market Greens Salad, Caesar Salad*

*Fresh Mozzarella Salad & Beefsteak Tomatoes with sea salt, greek E.V.O.O. and balsamic reduction*

**ANTIPASTO TABLE**

*Classic Hummus, Angry Feta, Eggplant Caponata, Tzatziki, Grilled Greek Pita*

**PASTAS**

*(please choose two)*

***Penne Pasta*** *sun-dried tomatoes, baby arugula, plum tomato cream sauce*

***Bow Tie Pasta*** *fresh maine lobster & green english peas in a lobster saffron cream sauce (5)*

***Cheese Tortellini*** *with alfredo cream sauce*

***F&O Mac & Cheese*** *cheese blend, toasted breadcrumbs (+3) with Lobster (+5)*

**ENTRÉE SELECTIONS**

*(please choose three)*

***Chicken Piccata*** *lemon caper butter sauce*

***Chicken Parmesan*** *our signature mozzarella blend, rustic tomato sauce*

***Grilled Salmon Provencal*** *white wine, fresh tomato, baby string beans*

***Premium Point Judith Crispy Calamari*** *served with marinara sauce*

***P.E.I. Mussels Marinara***

***Honey Glazed Sesame Crusted Wild Cod*** *with soba noodles*

**CARVING STATION**

*NY Strip \$16 pp*

*Roasted Sterling Silver Prime Rib \$16 pp*

*Sea Salt & Pepper-Rubbed Whole Filet Mignon \$16 pp*

*Fall Off the Bone BBQ Ribs \$10 pp*

**SIDES**

*Basmati Rice Pilaf, Roasted Potatoes, Asian Vegetable Stir-Fry*

**DESSERT**

*Assorted Desserts, Coffee & Tea*

**LUNCH BUFFET**

MINIMUM OF 40 ADULTS

\$55 per person plus tax & service charge | \$28.95 (3-11 years old) kids

**SALADS**

*Market Greens Salad, Caesar Salad*

*Fresh Mozzarella Salad & Beefsteak Tomatoes with sea salt, greek E.V.O.O. and balsamic reduction*

**ANTIPASTO TABLE**

*Classic Hummus, Angry Feta, Eggplant Caponata, Tzatziki, Grilled Greek Pita*

**PASTAS**

*(please choose one)*

***Penne Pasta*** *sun-dried tomatoes, baby arugula, plum tomato cream sauce*

***Bow Tie Pasta*** *fresh maine lobster & green english peas in a lobster saffron cream sauce (5)*

***Cheese Tortellini*** *with parmesan cream sauce*

***F&O Mac & Cheese*** *cheese blend, toasted breadcrumbs (+3) with Lobster (+5)*

**ENTRÉE SELECTIONS**

*(please choose three)*

***Chicken Piccata*** *lemon caper butter sauce*

***Chicken Parmesan*** *our signature mozzarella blend, rustic tomato sauce*

***Grilled Salmon Provencal*** *white wine, fresh tomato, baby string beans*

***Premium Point Judith Crispy Calamari*** *served with marinara sauce*

***P.E.I. Mussels Marinara***

***Honey Glazed Sesame Crusted Wild Cod*** *with soba noodles*

**CARVING STATION**

*NY Strip \$16 pp*

*Roasted Sterling Silver Prime Rib \$16 pp*

*Sea Salt & Pepper-Rubbed Whole Filet Mignon \$14 pp*

*Fall Off the Bone BBQ Ribs \$10 pp*

**SIDES**

*Basmati Rice Pilaf, Roasted Potatoes, Asian Vegetable Stir-Fry*

**DESSERT**

*Assorted Desserts, Coffee & Tea*

**CHAMPAGNE BRUNCH BUFFET**

*\$58.95 per person | kids (ages 3-11 years old) \$28.95*

40-PERSON ADULT MINIMUM

**BEVERAGES**

*2 1/2 Hours of Unlimited Champagne Bar Featuring  
Bellinis, Mimosas, Freshly Squeezed Orange & Passionfruit Juices,  
Arabica Coffee, Premium Novus Teas, and Soft Drinks*

**BAKERY DISPLAY**

*Freshly Baked Croissants, Danishes, Fruit Scones, & Bagels  
served with cream cheese and fresh fruit preserves*

**FRUIT DISPLAY**

*An Assorted Display of Fresh Fruit and Seasonal Berries*

**ANTIPASTO TABLE**

*Classic Hummus, Angry Feta, Eggplant Caponata, Tzatziki, Grilled Greek Pita*

**SALADS**

*Market Greens Salad, Caesar Salad*

*Fresh Mozzarella Salad & Beefsteak Tomatoes with sea salt, greek E.V.O.O. and balsamic reduction*

**BREAKFAST ENTRÉES**

*Belgian Waffles with fresh berries*

*Bananas Foster French Toast with walnuts, caramelized bananas & warm vermont maple syrup*

*Scrambled Eggs*

*Breakfast Chicken Apple Sausage & Maple Peppered Bacon*

*Signature Fire & Oak Home Fried Potatoes*

**LUNCHEON ENTRÉES**

*Penne Pasta rotisserie pulled chicken, sun dried tomatoes, baby arugula, plum tomato cream sauce*

*Chicken Piccata lemon caper butter sauce*

*Cheese Tortellini with an parmesan cream sauce*

*P.E.I. Mussels Marinara*

**DESSERT DISPLAY**

*An Assortment of House Made Desserts*

**ENHANCEMENTS**

**Scottish Smoked Salmon** with capers, red onion, egg & dill infused cream cheese (+ \$4 pp)

**Eggs Benedict** toasted honey english muffin, canadian bacon, hollandaise sauce (add \$3.50 pp)

**Bow Tie Pasta** with fresh lobster & green english peas in a lobster saffron cream sauce (add \$4 pp)

**SUGGESTED ADDITIONS FOR BRUNCH PACKAGE**

**CARVING STATION**

*NY Strip \$16 pp*

*Roasted Sterling Silver Prime Rib \$16 pp*

*Sea Salt & Pepper-Rubbed Whole Filet Mignon \$16 pp*

*Fall Off the Bone BBQ Ribs \$10 pp*

**OMELETTE STATION**

*Made to order omelets with guests' choice of:*

*ham, cheese, mushrooms, peppers, spinach, onion, tomatoes (add \$4 pp)*

***Chef Fee \$125***

***Additional Station Options Listed On Page 10***

**POST WEDDING BRUNCH BUFFET**

MINIMUM OF 30 ADULTS  
\$43.95 per person

**BEVERAGES**

*Unlimited Freshly Squeezed Orange & Passionfruit Juices,  
Brewed Arabica Coffee, Premium Novus Tea, and Soft Drinks*

**BAKERY DISPLAY**

*Freshly Baked Croissants, Danishes, Fruit Scones and Bagels  
served with Cream Cheese and Fresh Fruit Preserves*

**FRUIT DISPLAY**

*An Assorted Display of Fresh Fruit and Seasonal Berries*

**SALADS**

*Market Greens Salad*

*Caesar Salad*

*Beefsteak Tomatoes*

*with Sea Salt, Greek Extra Virgin Olive Oil and Balsamic Reduction*

*Fresh Mozzarella Salad*

**BREAKFAST ENTRÉES**

*Bananas Foster French Toast*

*with Walnuts, Caramelized Bananas & Warm Vermont Maple Syrup*

*Belgian Waffles*

*Scrambled Eggs*

*Breakfast Chicken Apple Sausage & Maple Peppered Bacon*

*Signature Fire & Oak Home Fried Potatoes*

**ENHANCEMENTS**

*Scottish Smoked Salmon with Capers, Red Onion, Egg & Dill Infused Cream Cheese (add \$4 pp)*

*Eggs Benedict Toasted Honey English Muffin, Canadian Bacon, Hollandaise Sauce (add \$3.5 pp)*

*Bow Tie Pasta with Fresh Lobster & Green English Peas in a Lobster Saffron Cream Sauce (add \$7pp)*

*Penne Pasta with rotisserie pulled chicken, sun dried tomatoes, baby arugula, plum tomato cream sauce (add \$5pp)*

**WEDDING AFTER PARTY**

***\$400 Room Fee***

*A \$1,600 minimum food and/or alcohol tab must be met.*

*You may do a cash bar for your guests or have a tab based on consumption.*

*When doing a cash bar any unmet minimum will be the host's responsibility.*

*22% service charge and 6.625% tax will be added to the final bill*

*Our bar, front dining, and patio with fire pit will be available for your guests to enjoy.*

*We can accommodate most music requests through our sound system. Please email your playlist to [fireandoakjc@icloud.com](mailto:fireandoakjc@icloud.com)*

**Food Platters**

***Kobe Sliders*** with cheese, pickles & special sauce, martin roll \$5 each min 25pc

***Mini Turkey BLT Sliders*** \$4 each min. 25pc

***Fire & Oak Signature Hot Wings*** (Chafing Dish 35 to 40 pieces) \$75

***Crispy Calamari with Marinara*** (Chafing Dish) \$85

***3 Cheese Spinach & Artichoke Dip*** \$18 each

***Parmesan Truffle Fries*** \$17 each

**Roman Style Pizza**

***Rectangular in shape with a very crispy crust***

*Signature mozzarella blend, tomato sauce, oregano...\$18*

*Pepperoni cups, mozzarella cheese, tomato ...\$21*

*Wild mushroom, goat cheese, oven roasted tomatoes, truffle oil....\$18*

*BBQ chicken, red onion, mozzarella, arugula...\$19*

*Roasted eggplant, creamy burrata, roasted tomatoes, basil pesto, arugula \$19*

***ALL FOOD MUST BE PRE-ORDERED AND WILL BE SERVED UPON YOUR ARRIVAL***



## **DEPOSITS**

A \$250 non-refundable deposit is required to reserve the space and date/time. The deposit will be applied toward the final bill.

## **FOOD + BEVERAGE MINIMUMS**

To reserve a private space at Fire & Oak, party hosts agree to spend a food and beverage minimum. Anything spent on food and beverages contributes to the agreed-upon minimum. The difference is billed as a "UNMET MINIMUM" if the minimum is not met. Food and beverage minimums vary based on the time of year, day of the week, time of the day, space requested, and group size. Please refer to your contract for specific food and beverage minimums.

## **FINAL GUEST COUNT**

The final guest count is expected 72 hours before the private event. If we do not receive an updated guest count, we will prepare for the original guest count submitted. There will be NO refund should the guest count fall below the minimum guaranteed, nor is Fire & Oak required to provide food for the guests who are not in attendance. Should your party size be larger than anticipated, we will do our best to accommodate the additional guests, based on the maximum number of occupants of the room that was booked.

## **CANCELLATION POLICY + FEES**

Should the event be canceled within 5 days of the event date the card on file will be charged for 100% of the estimated food/beverage charges or food/beverage minimum, plus the service fee and sales tax, per the Banquet Event Order.

## **AL FRESCO DINING + WEATHER**

Your patio event will go on rain or shine! If inclement weather does disrupt your event, we will do our best to find an alternative space for your guests. If no alternative space is available due to other confirmed reservations, party hosts are not responsible for the cancellation fee.

## **TARDY TO THE PARTY**

If you are more than 20 minutes late to your event, Fire & Oak, reserves the right to release the space, resulting in a cancellation fee.

## **DECORATIONS**

Party hosts are welcome to come 30 minutes early to decorate. Any additional time needed will incur a set-up fee per hour. Indicate if you plan to arrive before your reservation's start time. Refrain from using glitter, feathers, silly string, or confetti. All decorations must be removed from the premises by the guest(s) at the conclusion of the event.

## **CAKEAGE + CORKAGE FEES**

A \$3 per guest dessert fee and \$45 per bottle (750ml) corkage fee may apply to all outside sweets and wine brought to Fire & Oak. Outside wine cannot be on our wine list. NO outside liquor or beer is permitted.

## **PARKING**

Self-parking is available in the South Garage and posted rates apply, Fire & Oak does validate parking tickets at \$5 off.

**AUDIO-VISUAL**

Fire & Oak's private dining rooms, lounge spaces, and patios are equipped for presentation dinners, private screenings, and slide shows. Our private dining room is equipped with a 32" TV. The projector and screen are available for all other rooms. Fire & Oak will provide HDMI cables, party hosts are responsible for their converters if they do not have a device with an HDMI cable. We encourage party hosts using AV equipment to arrive at least 30 minutes early to troubleshoot any technical issues with their presentation. Any cables or equipment removed from Fire & Oak premises must be returned within 24 hours or the card on file will be charged for the cost of a replacement. A \$125 rental fee may apply.

**PRIVATE EVENT ADDITIONAL FEE SCHEDULE**

**F&B MINIMUM**

The Boardroom - \$900 Brunch/Lunch | \$1500 Dinner

The Tavern Room - \$400 Brunch/Lunch | \$700 Dinner

Main Dining Room - \$2000 Brunch/Lunch | \$4000 Dinner

The Veranda - \$2000 Brunch/Lunch | \$4000 Dinner

**SET-UP/EXTENSION TIME FEE**

The Boardroom - \$200 per hour

The Tavern Room - \$100 per hour

The Main Dining Room - \$300 per hour

The Veranda - \$300 per hour

**CLEANING FEE - \$75 (Vomit, Big Decoration Left Behind, etc.)**