

# *The Little Oven*



## **BANQUET & MEETING ROOMS**

The Little Oven is open year round for banquets and meetings of all types. Please contact Laura or Joe at 651-735-4944 for dates and availability.

## **ROOM CHARGES ADDITIONAL**

Room charge is \$50 due upon signing. Room charge includes standard set-up, clean up, china, flatware, glassware, etc...An additional labor charge will be assessed for events scheduled on national holidays such as Labor Day or New Year's Eve.

Minimum food and beverage charge of \$300.

Please note that this amount of \$300 does not include the \$50 room rental fee or the sales tax amount, or the 18% gratuity charge.

## **DEPOSITS**

A deposit check for 1/2 of the cost is required to hold a reservation for your group. This deposit will be applied towards payment of the final bill. All event reservations are considered tentative and are subject to release until a deposit is received. All deposits are non-refundable, and are earned by The Little Oven should the party cancel.

## **MENU SELECTIONS**

Please contact Laura or Joe if you need any assistance in your menu selection. Your menu should be submitted no later than two weeks before your scheduled event.

## **PAYMENT & BILLING**

An estimated bill will be presented for full pre-payment one week prior to the event. Payment is due by cash or check only.

## **GUARANTEES**

Notify Laura or Joe one week prior to your function with the guaranteed number of guests that you expect to attend. If the guaranteed number of guests increases, please inform Laura or Joe as soon as possible. If no

guarantee is submitted you will be billed for the estimated number of guests agreed upon on the banquet event order form. Food preparation is based on the guaranteed number of guests.

## **CANCELLATIONS**

Any function cancelled less than 30 days prior to the function date will be subject to a charge of 25% of the estimated bill. If a cancellation occurs within five business days of the event, the party will be responsible for the room charge and 50% of the estimated bill. Cancellations on the day of the event or "no shows" will be responsible for 100% of the estimated bill. Whenever reasonably possible, we request cancellations to be made in writing.

## **SALES TAX & SERVICE CHARGES**

All food and beverage charges are subject to an 18% service charge and appropriate sales tax, 7.875% food, and 10.2% liquor. Should you, the host, want to recognize the excellent service you receive, you may arrange to leave a separate gratuity for staff with your server.

## **FOOD & BEVERAGE REGULATIONS**

Due to Health Department regulations and The Little Oven's policy, all food and beverage consumed on the premises must be provided by The Little Oven. The only exception being, we do allow commemorative cakes from a licensed baker. The Health Department's policy also prohibits removal of beverages or extra buffet food from The Little Oven's premises. In addition, to maintain the quality of food on the buffet, service time is limited to 1.5 hours, unless prior arrangements have been made.

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## **SPECIAL OCCASION CAKES**

You are welcome to provide the cake for your special event from the licensed vendor of your choice. The Little Oven prohibits customers from bringing in homemade desserts. There is a \$1.00 per person charge for cake cutting and serving.

## **ALCOHOL CONSUMPTION & ILLEGAL DRUG USE**

As the host of an event at The Little Oven, you are responsible for the behavior of your guests. We request that you assist us in requiring responsible behavior with regard to the consumption of alcohol. The Little Oven cannot, by law, serve anyone under the age of 21.

We reserve the right to refuse service to anyone who does not have proper identification. We also reserve the right to refuse service to any guest who appears to be intoxicated or provides alcoholic beverages to guests who are under the legal age of consumption.

The Little Oven will not allow the use of illegal drugs on the premises; including all outside areas and the parking lot.

## **NO SMOKING POLICY**

The Little Oven is smoke free. Your guests are not permitted to smoke anywhere in The Little Oven. Smoking is permitted outside the entrance to The Little Oven or on the veranda. Ashtray receptacles are provided for your guests use. As determined by the City of St. Paul, the use of E-cigarettes is also prohibited inside The Little Oven.

## **DECORATIONS**

The Little Oven will not permit the affixing of anything to the walls, floors, ceilings or outdoor poles with nails, staples, tape or other substances unless the management gives approval. Also, The Little Oven does not allow the use of any confetti or glitter.

## **CHILDREN**

As the host of an event at The Little Oven, you assume all responsibility for the conduct of your guests regardless of age. The Little Oven requests that parents supervise their children while in attendance of an event. This insures their safety, and the safety of others. The Little Oven cannot be held liable for any injuries incurred during banquet functions.

**The Little Oven will not assume any responsibility for damage or loss of any merchandise or articles left on the premis before, during or after your function.**

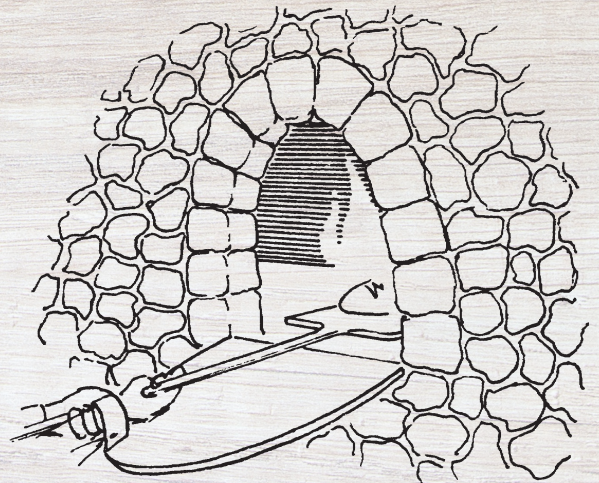
**Please sign and return a copy of the catering policy with a copy of your booking agreement and deposit.**

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**Signature**

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**Date**



# The Little Oven Banquet Menu

## LUNCH & DINNER BUFFETS

Coffee & Soda Pop included in price.

### Pasta with Meatballs & Chicken Parmesan

Your choice of Spaghetti or Penne pasta, served with Chicken Parmesan, Meatballs, tossed salad with choice of dressing, Italian bread and seasoned butter.....\$14.99

### Ravioli, Sliced Italian Sausage & Chicken Parmesan

Your choice of Ravioli (Beef or Cheese) served with sliced Italian Sausage in sauce, Chicken Parmesan, tossed salad with your choice of dressing, Italian bread and seasoned butter.....\$15.99

### Italian Buffet

Antipasto salad, sliced Italian bread & seasoned butter, homemade 5 layer lasagna, ravioli (choice of meat or cheese filled), Penne Pasta, meatballs, and beverage .....\$15.99

### Pizza Smorgasbord & Salad

Pizza selections served with tossed salad, and choice of dressing.....\$10.99

### Pasta, Pizza and Salad

Penne pasta, Pizza selection, tossed salad, choice of dressing, Italian bread and seasoned butter .....\$12.99

### Finger Food Smorgasbord

Pizza selections, Chicken Wings, onion rings, French fries, tossed salad with choice of dressing.....\$10.99

### Complete Dinner Selections

**Choose from: Roast Beef, Chicken, Turkey, Roast Pork (Porketta)**

Includes choice of potato (gravy optional), vegetable, tossed salad with choice of dressing, Italian bread and seasoned butter.

One Meat Entrée .....\$12.99

Two Meat Entrée .....\$14.99

## BREAKFAST BUFFET

Coffee & Juice are included in price.

Includes scrambled eggs, French toast with warm maple syrup, bacon, pork sausage links and hash browns..... \$9.99

## STRONG BEER & WINE

Surly (Furious, Cynic, Hell)..... \$4.50

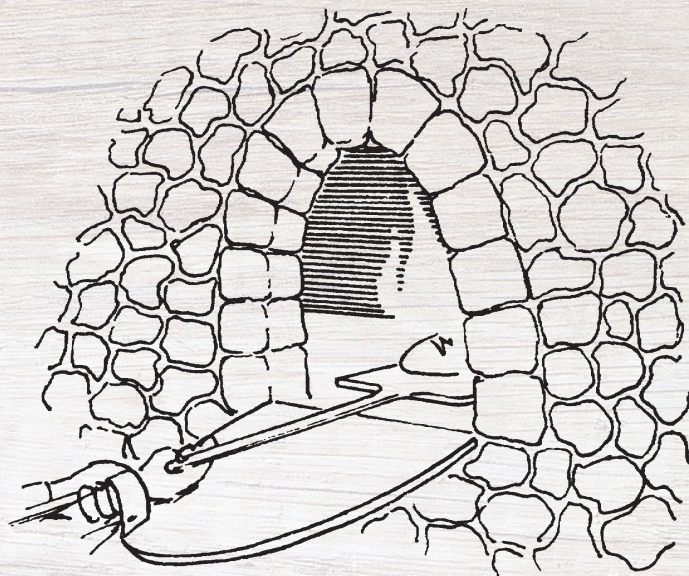
Domestic (bottled) ..... \$3.50

Heineken, Peroni Or Leinekugel Seasonal ..... \$3.95

O'Doul's Amber ..... \$3.50

House Wine (Big House), Red Blend, White Blend, Chardonnay, Cabernet, Old Vine Zinfandel ..... \$3.75

*Bottles of wine available upon request.*



*Specialty pastas and sauces available upon request.*