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## Tippecanoe Place Restaurant Event Policies

Thank you for choosing Tippecanoe Place Restaurant for your hospitality needs. At Tippecanoe Place, you will find our professional staff is specially trained and experienced in the highest standards of service and attention to detail. Whether you are planning an intimate private party, a special graduation dinner or a large wedding reception, our historic atmosphere is sure to enhance your event. Our dedicated Director of Events on staff will handle all of the details and customize a package to suit both your needs and budget. Reserving Tippecanoe Place is the beginning of making your event a lifetime of memories.

### Events

Tippecanoe Place Restaurant and Banquet Facility has a full-service Catering Department for your Events. Your Director of Events will assist you with menu selections, timeline, room layouts and any additional details pertaining to the success of your event. All events are allotted 3 hours in a private room. It is necessary that the Director of Events be in receipt of the menu selections, room layout requirements and all other specific arrangements no later than 7 days prior to the event. Tippecanoe Place does offer tastings for weddings after the initial deposit.

### Space Reservations

Tippecanoe Place has function space available for events up to 300 guests indoors and 500 outdoors. Event Reservations may be made up to 12 months prior to the Event. To confirm your Banquet Contract, for parties of 100 or more, a \$1500.00 non-refundable deposit or more is due within 72 hours of the time of your booking. If the deposit amount is not received within 72 hours of said booking, Tippecanoe Place shall view said booking as a contingent reservation. Until said deposit is received, Tippecanoe Place shall maintain the right to book another event for said time and date at their sole discretion.

#### Minimum Deposit per Party Size

Less than 50: \$100 | 50-99: \$10 per person |

### Payment Terms

The initial deposit is paid to confirm your reservation and will be applied to the total bill due. The balance of your expenses is due the date of your event. All payments are non-refundable. We accept all major credit cards. Personal checks are **not** accepted.

### Cancellation

Deposits are non-refundable. Cancellation of event is subject to 100% of the initial deposit.

### Guarantee & Minimums

In arranging private functions, the total number of individuals attending the function must be specified at least (7) business days prior to your Event. This number will be considered a guarantee and is not subject to reduction. If a guarantee is not provided by time, we will consider the last estimated number as the guarantee for the event. If attendance is above the guarantee, charges will be applied for the actual number of guests. We reserve the right to charge for every person served. All events are considered tentative until the specified non-refundable deposit is received by your event coordinator, unless specified otherwise by your contract. Requested deposits will be presented by your banquet coordinator. Tippecanoe Place will be prepared to accommodate 5% above the guaranteed number. A 22% Service Charge and 7% Indiana Sales Tax will be applied to all charges associated with food and beverage. The 22% Service Charge is applied to all private events, and it is a mandatory charge.

### No Smoking

No smoking is allowed inside Tippecanoe Place.

### Menus

Although we have a full range of menus and wedding packages available, our management team and chef's are always happy to meet with you to discuss personalized options. Menu pricing is subject to change, unless specified by a contract.

### Food and Beverage

All food and beverage must be purchased through Tippecanoe Place. Due to our availability pertaining to specialized desserts (i.e. Wedding Cakes, Cupcakes, etc.) we do allow professionally catered desserts from off-site; however, the professional establishment must possess a food license. Any dessert brought into the venue, Tippecanoe will charge a \$2 per person service fee based on the final attendance of said booking. The State of Indiana **does not** permit any alcohol to be brought onto the premises of Tippecanoe Place. All alcohol must be purchased through our licensed establishment. Violation of this policy is subject to dismissal of the premises.

### Private Rooms

Tippecanoe Place reserves the right to make changes to your desired room assignments if your actual attendance or food and beverage utilization differs substantially from the original anticipated levels. The client agrees to be responsible for any damages done to the facility during the time his or her guests are under his or her controls or that independent contractor hired by the client. Tippecanoe Place assumes no responsibility for any damages to equipment or property of the client or his/her guests. The rental party agrees to hold Tippecanoe Place harmless, and indemnify Tippecanoe Place for any personal injury, property damage or liability relating to its use of the room, except for liabilities arising from the negligence or misconduct of Tippecanoe Place.

### Decorations

Upon request, your banquet coordinator will assist you with any decorative desires. This includes recommended services from local vendors and physical placement of requested decorations during the time of your event. Decorations brought onto the premises by the guest or decorator must be approved by management and meet all local fire codes and ordinances. The use of staples, tacks, nails, tape, glitter, confetti, sand and/or anything that may cause structural damage to the building is prohibited. Tippecanoe Place offers projection screens and tables based on the availability of the requested items. Tippecanoe Place does not offer any audio or visual equipment pertaining to projectors and/or sound. All private events are supplied with complimentary linen and napkins with a variety of color options. Tippecanoe Place utilizes ivory tablecloths and matching room napkins unless specified by the client. You may arrange alternative options with your coordinator. Specialized linens are additional based on the client's requests. Any private event with 50 or more guests is automatically subject to a \$2.00 Set-Up Fee per person.

## Hours of Use

The amount of time for your event must not exceed the length of the contracted hours. Should your event last longer than the time allotted, you will be charged additional fees. Any event on the premises exceeding 12:01 a.m. is subject to an additional charge of \$200/hr., unless specified on your contract.

## Service Charges

A 22% Service Charge and 7% Indiana Sales Tax will be applied to all charges associated with food and beverage. The 22% Service Charge is applied to all private events, and it is a mandatory charge.

## Menu Selections

Tippecanoe Place is bound to providing exceptionally polished service. Our facility has a set standard in which our staff can perform at its highest standards. We value your opinion and menu selection flexibility is always an option; however, this policy is applied to all private events and larger parties when deciding how your guests will select their entrées. 1-20 guests may order off of the regular menu. 21-25 guests may order from a limited menu: up to 2 appetizers, up to 2 starters, up to 4 entrees and up to 2 desserts

26+ guests must pre-order and the client will provide place cards itemizing what each guest ordered.

1-20 Guests	May order off the regular menu.
21-25 Guests	Limited menu up to 4 selections.
26+	Must have menu selections in advance.

**Wedding Packages are available. Ask your Event Coordinator for more information.**

## Confirmation

Menu selections for all private events, large or small, must be retained at least (1) week prior to the event date. In arranging private functions, the total number of individuals attending the function must be specified at least (7) business days prior to your event. This number will be considered a guarantee and is not subject to reduction. If a guarantee is not provided by time, we will consider the last estimated number as the guarantee for the event. If attendance is above the guarantee, charges will be applied for the actual number of guests. We reserve the right to charge for every person served. Changes to your confirmation, including menu selections or total number of individuals attending the event after the specified deadlines, are subject to additional charges. To avoid additional charges, please provide a final confirmation with the deadlines specified, respectfully.

## Pricing

Pricing is subject to change unless specified on your contract by your event coordinator. All contracts must be approved by both Tippecanoe Place and the host to secure the stated pricing listed within the agreement. This policy only applies to contracts with stated pricing, including but not limited to, rental, food, beverage, and decorative enhancements.

## Endeavor Escape Rooms

We've proudly partnered with Endeavor Escape Rooms, leasing three of our rooms within the mansion for a separated operation from the restaurant. One on the lounge level and two on the Ballroom level. When renting rooms within the lounge level or the Ballroom, please keep in mind that other guests could be going to and from the escape rooms throughout your event. The escape rooms primarily operate Thursdays – Sundays but are subject to

additional dates and times. The escape rooms cannot be closed during your event; however, many groups incorporate them. Book your escape room experience at [www.endeavorescaperooms.com](http://www.endeavorescaperooms.com)

### Room Rental and Seating Capacities

#### *Ballroom Level*

Level IV

Room Name	Capacity	Rental Charge
Ballroom	60	\$200
Butlers Room	N/A	Escape Room
Guest Room	N/A	Escape Room

#### *Lounge Level*

Level III

Room Name	Capacity	Rental Charge
George and Ada's Suite	N/A	Escape Room
Nursery	24	\$100
Master Bedroom	30	\$100
Studebaker Brewing Co.	N/A	N/A
Entire Lounge Level	N/A	N/A

#### *Main Level*

Level II

Room Name	Capacity	Rental Charge
Drawing Room	56	\$200
Library	32	\$100
Family Sitting Room	28	\$100
Sun Porch	40	\$100
Mr. Studebaker's Den	12	\$75
Entire Main Level	158	\$450

#### *Lower Level*

Level I

Room Name	Capacity	Rental Charge
State Dining Room	54	\$200
Family Breakfast Room	18	\$100
Outdoor Patio	36	\$250
Entire Lower Level	72	\$350

### Room Rental and Services

Rental Services	Cost	Rental Description
<b>Private Room Rental</b>	\$200	Ballroom/State Dining Room/Drawing Room
<b>Private Room Rental</b>	\$100	All Other Rooms Excludes Mr. Studebaker Den
<b>Private Level</b>	\$500	Level II
<b>Private Level</b>	\$400	Level I (Does Not Include Patio)
<b>Private Buffet Set-Up</b>	\$125	Includes Set-Up of Private Buffet (Offered with Parties of 50 or More)
<b>Set-Up Fee</b>	\$2 Per Person	For Private Events of 50 or More. Please refer to "Decorations" Policy
<b>Off-Site Dessert Service</b>	\$2 Per Person	Includes Cutting and Serving of any dessert brought from Off-Site. Must be provided from a distributor with a food license. Pricing based on full-service events including food and beverage.
<b>Private Bar Set-Up</b>	\$125	Includes Set-Up of Private Custom Bar on any Level or room that does not already contain a bar for use.
<b>Main Bar (Lounge Level) Studebaker Brewing Co.</b>	N/A	Studebaker Brewing Co. on the Lounge Level cannot be rented privately. The brewery is open daily to the public.
<b>House Grounds</b>	\$450	House Grounds are Private for your event
<b>Studebaker Patio</b>	\$250	Studebaker Patio is Private for your event
<b>House Grounds &amp; Patio</b>	\$700	Includes usage of Studebaker Patio and House Grounds

### Enhancement Rental and Services

Event Rental Enhancements	Cost	Rental Description
<b>Gold Chiavari Chairs</b>	\$2 Each	Ask your Director of Events for availability
<b>Gold Chargers</b>	\$2 Each	Ask your Director of Events for availability
<b>Charisma Tri-Hurricane Centerpieces</b>	\$12 Per Set	Ask your Director of Events for availability
<b>Hurricane Glass 16' Cylinders</b>	\$3 Each	Ask your Director of Events for availability
<b>Projector Screens</b>	\$50 Each	Ask your Director of Events for availability
<b>50' HD TV w/ Portable Stand</b>	\$75	Ask your Director of Events for availability
<b>Potable Speaker / Mic (Bluetooth)</b>	\$50 Each	Ask your Director of Events for availability
<b>Powered PA/ DJ System (Bluetooth)</b>	\$125	Ask your Director of Events for availability

## *Private Event Menu*

The Event Guide features a direct reflection of our regular dinner menu with sides automatically paired with each selection. Various selections require counts in advance (CIA) and cannot be presented on a limited menu to select the day of your event. Any event occupying the majority of a room or are requesting it to be private are required to select from the event guide and abide by each listed policy.

### *~ Hot Hors d'ouerves ~*

*(Minimum Order of 25)*

<i>CIA</i>	Assorted Petite Quiche.....	\$50/25
<i>CIA</i>	Chicken Drumettes..... (Choice of Spicy and/or BBQ sauce or Plain)	\$55/25
<i>CIA</i>	Large Mushrooms stuffed with Crab and Spinach.....	\$65/25
<i>CIA</i>	Large Mushrooms stuffed with Italian Sausage.....	\$55/25
<i>CIA</i>	Large Wheel of Brie (2 kg) baked in Puff Pastry.....	\$65 ea
<i>CIA</i>	Roasted New Zealand Lamb "lollipops" with Pinot Noir Demi- Glaze.....	\$130/25
<i>CIA</i>	Petite Crab Cakes with Lemon Aioli.....	\$130/25
<i>CIA</i>	Beef Tenderloin Skewer with Strawberry Balsamic Glaze.....	\$70/25
<i>CIA</i>	Vegetable Spring Rolls with Sweet Chili Sauce.....	\$50/25
<i>CIA</i>	Grilled Vegetable Skewer with Balsamic Reduction.....	\$50/25
<i>CIA</i>	Spinach Artichoke Dip Rich, hot, creamy spinach artichoke mixture, grilled flatbread	\$70/25

## ~ Cold Hors d'ouerves ~

(Minimum Order of 25)

<b>CIA</b>	Large Chilled Shrimp (16/20) with Cocktail Sauce and Lemon .....	\$70/25
<b>CIA</b>	Mini Caprese Skewers.....	\$55/25
<b>CIA</b>	Seared Tuna on Crispy Won Ton with Wasabi Aioli.....	\$70/25
<b>CIA</b>	Bruschetta	
	<i>Fresh Tomato and Fresh Basil</i> .....	\$45/25
<b>CIA</b>	Jumbo Asparagus wrapped in Prosciutto with Balsamic Reduction.....	\$55/25
<b>CIA</b>	Spears of Belgian Endive	
	<i>Crab Salad</i> .....	\$70/25
	<i>Smoked Chicken Salad</i> .....	\$55/25

## ~ Platters ~

(Minimum Order of 25)

<b>Assorted Silver Dollar</b>	\$7 Per Person
<b>Sandwiches</b> .....	\$7.50 w/ Cheese
Served with lettuce, sliced tomato, sliced onion, whole grain mustard and mayonnaise	
Roast Beef	
Smoked Ham	
Smoked Chicken Salad	
Roasted Vegetables	
<b>Fresh Seasonal Fruit</b> .....	\$8 Per Person
Assortment of Fresh Fruit with Yogurt Dip	
<b>Fresh Seasonal Crudités</b> .....	\$6 Per Person
Assortment of fresh raw vegetables with dill crème fraiche dip	
<b>Imported and Domestic Cheeses</b> .....	\$8 Per Person
An assortment of gourmet cheeses served with a variety of crackers	
<b>Imported and Domestic Cured Meats and Charcuterie</b> .....	\$10 Per Person
An assortment of meats served with whole grain mustard, cornichons, and crackers.	

## ~ Carved Selections ~

(\$100 Carver Fee)

Prime Rib	Serves 25-35	\$475 ea.
Beef Tenderloin	Serves 15-20	\$295 ea.
Leg of Lamb	Serves 20-25	\$225 ea.
Top Round	Serves 40-50	\$195 ea.
Spiral Cut Ham	Serves 15-20	\$150 ea.

\*\*All items served with an appropriate Sauce or Condiment



~ Dinner ~

***Soups***

<b><i>Soup of the Day</i></b> .....	\$7
<i>Chef's daily creation</i>	
<b><i>French Onion</i></b> .....	\$8
<i>A Tippecanoe tradition</i>	

***Salads***

<b><i>Caesar Salad</i></b> .....	\$8
Romaine lettuce, parmesan cheese, croutons, and Caesar dressing.	
<b><i>Spinach Salad</i></b> .....	\$9
Baby spinach, sliced mushrooms, red onions, egg, bacon, and hot bacon dressing.	
<b><i>Chopped Salad</i></b> .....	\$9
Chopped iceberg lettuce, bacon bits, green onion, carrot, cucumber, and blue cheese crumbles with our house made Green Goddess dressing.	
<b><i>CIA Garden Salad</i></b> .....	\$7
Mixed greens with cucumber, tomato, and carrot with balsamic vinaigrette.	
<b><i>CIA Arugula Salad</i></b> .....	\$9
Sundried tomatoes, red onion, shaved parmesan cheese and roasted garlic and scallion vinaigrette.	

## ***Entrées ~ Beef***

### ***Oven Roasted Prime Rib \*Prepared to a medium rare temperature\****

Served with roasted garlic mashed potatoes, chef's vegetable, Au Jus, and our homemade creamy horseradish sauce.

Traditional Cut 12 Oz..... \$39

Studebaker Cut 16 Oz..... \$45

### ***Filet Mignon \*Prepared to a medium temperature\*..... \$44***

Served with roasted garlic mashed potatoes, Chef's vegetable, and veal demi-glace.

### ***Ribeye 14 Oz. \*Prepared to a medium temperature\* ..... \$39***

Served with roasted garlic mashed potatoes, Chef's vegetable, and herb butter

### ***Rack of Lamb \*Prepared to a medium rare temperature\*..... \$46***

Seared oven roasted. Served with roasted garlic mashed potatoes, Chef's vegetable, and pinot noir demi-glace

## ***Entrées ~ Seafood***

### ***Atlantic Salmon..... \$34***

Seared oven roasted, with a lemon thyme butter. Served with roasted garlic mashed potatoes, and Chef's vegetable

### ***Dijon Shrimp..... \$30***

Sauteed shrimp, mushrooms, spinach, tomatoes with a Dijon cream sauce and served with roasted garlic mashed potatoes and Chef's vegetable.

### ***Shrimp Scampi ..... \$30***

White wine, garlic butter, lemon capers. Served with roasted garlic mashed potatoes and Chef's vegetable

### ***Entrées ~ Poultry***

<b><i>Indiana Duckling</i></b> .....	\$34
Amaretto cherry sauce, toasted almonds, garlic mashed potatoes, and Chef's vegetable	
<b><i>Chicken Marsala</i></b> .....	\$25
Roasted Frenched chicken breast, marsala wine mushroom sauce, garlic mashed potatoes, and Chef's vegetable	
<b><i>Chicken Oscar</i></b> .....	\$29
Roasted Frenched chicken breast with asparagus, crab meat and hollandaise sauce, garlic mashed potatoes and Chefs' vegetable	
<b><i>Chicken Piccata</i></b> .....	\$27
White wine, lemon, capers. Served with garlic mashed potatoes and Chef's vegetable.	
<b><i>Chicken Florentine</i></b> .....	\$27
Spinach, cream, butter, garlic, tomatoes, capers. Served with garlic mashed potatoes and Chef's vegetables.	

### ***Entrées ~ Pasta***

<b><i>Sun Dried Tomato Pesto Cream Pasta</i></b> .....	\$25
Sun dried tomatoes in a tomato pesto cream sauce.	
<b><i>Pomodoro Pasta</i></b> .....	\$24
Fresh rustic tomato sauce, basil, extra virgin olive oil.	
<b><i>Pasta Primavera</i></b> .....	\$25
Seasonal vegetables, extra virgin olive oil, garlic, white wine, and fresh herbs.	
<b><i>Add chicken to any pasta entree</i></b> .....	\$5
<b><i>Add shrimp to any pasta entrée</i></b> .....	\$9

~ *Desserts* ~

<i>Classic New York Cheesecake</i> .....	\$7
<i>Flourless Chocolate Torte</i> .....	\$7

*Buffet Options*

*Dinner Buffet: Create your own with our chef.*

We are happy to customize to your preferences. Please speak with our event coordinator to discuss menu options and pricing.

*Tea Party*..... \$45

Includes handheld sandwiches, assorted pastries, and assorted hot teas.

Sandwiches Choices – Pick up to 3:

Apple & Brie  
Cucumber & Dill  
Ham & Cheese  
Egg Salad  
Chicken Salad

Pastries

Quiche  
Scone  
Lemon Bar

Desserts

Mini Cupcakes  
Shortbread Cookie  
Chocolate Torte Bite

\*\* Teas are served in plain coffee cups

