

WESTWOOD



TAVERN & TAP

At Westwood Tavern we believe every event is unique and our banquet managers strive to meet and exceed your expectations. With three private rooms and a spacious semi-private area we offer a variety of options for all special occasions including rehearsal dinners, corporate outings, baptisms, showers and wedding receptions.

Our beautiful **Fireplace Room** is completely private and located on the second floor in the Northeast corner. It has a custom stone fireplace, flat screen TV, rich wooden floors and a cathedral ceiling. Depending on the set up of your event, 50-60 guests may be accommodated.

Located on the second floor behind sliding French doors is our cozy **Wine Cellar Room**. The Wine Room can accommodate up to *70 guests for a sit down event, 60 for a buffet and 80+ for a cocktail event. There is a custom private bar and Audio/Visual capabilities.

The **West Dining Room** is semi-private because of its loft-effect. This space is only available certain days and times because it becomes one of our main dining rooms in the evening. It's a great space for 20-90 guests with a private bar and allows guests to enjoy the atmosphere of the entire restaurant.

In the lower level is our **Chicago Room**, which features tall ceilings, tile flooring, a private bar and restrooms. The room is fully equipped with Audio/Visual hook ups and allows for a DJ. Accommodating up to 180 guests seated and 200+ for cocktails and appetizers. Perfect for corporate meetings, baptisms, wedding receptions and so much more!

***Photos of each room can be viewed on our website at www.westwoodtavern.com
Please feel free to contact our Banquet Managers for appointments and viewings!***

Banquet/Sales Manager
Amanda Reese

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P: 847.969.9500 ♦ F: 847.969.9501
1385 N. Meacham Rd. ♦ Schaumburg, IL
www.WestwoodTavern.com

Party Trays

Please allow 72-hour notice on all selections.

Party trays may be put together for a cocktail event or added to any lunch/dinner package.

Cold Selections

Gourmet Cheese & Cracker Tray (Estimated 35 Guests) \$75
Chef's Choice of Select Gourmet Cheeses

Chips & Homemade Guacamole (Estimated 20 Guests) \$50
Add Salsa for \$5 (Guacamole size 32oz)

Cucumber Tomato Salad (Estimated 25 Guests) \$70
Red Wine Vinaigrette, Feta Cheese, Kalamata Olives,
Parsley, Oregano

Fresh Seasonal Fruit (Estimated 30 Guests) \$80

Grape Tomato & Basil Skewers (30 pcs) \$50
Fresh Mozzarella served with a Balsamic Glaze

Grilled Vegetables (Estimated 25 Guests) \$70
Zucchini, Eggplant, Tomatoes, Asparagus, Red Pepper
Served cold with Dijon Peppercorn Spread

Handmade Artisan Sandwiches (24pcs) \$65
Assorted Meats on Gourmet Bread with
Lettuce, Tomato, Cheddar Cheese & Mayo

Homemade Bruschetta (30 pcs) \$30
Traditional or Cucumber Mushroom

Hummus & Pita (Estimated 20 Guests) \$40

Jumbo Shrimp Cocktail (50 pcs) \$135

Salami Cornet Canapés (30 pcs) \$40
Melba Toast topped with Salami and a
Cream Cheese Blend (Tomato, Herbs & Garlic)

Smoked Salmon with Cucumber (30 pcs) \$85

Turkey Pinwheels (30 pcs) \$50
Baby Spinach, Red Pepper, Turkey and
Cream Cheese Rolled in a Spinach Tortilla

Vegetable Tray (Estimated 35 Guests) \$60

Westwood's Cranberry Salad (Estimated 25 Guests) \$60
Field Greens with Bleu Cheese Crumbles, Red Onion,
Pecans, Dried Cranberries and Raspberry Vinaigrette

Westwood's House Salad (Estimated 25 Guests) \$40
Field Greens, Cucumbers, Tomatoes, Croutons

Hot Selections

3 Cheese Stuffed Mushrooms (30 pcs) \$60
Blend of Cheese, Herbs & Spinach

Bacon Wrapped Dates (30 pcs) \$55
Filled with Herb Goat Cheese & Topped with
Red Wine Reduction

BBQ Meatballs (40 pcs) \$45

BBQ Ribs BBQ Glazed Baby Back Ribs (35 pcs) \$60

Carolina Pulled Pork Sliders (24 pcs) \$50

Chicken Fingers (30 pcs) \$50

Chicken Skewers in a Sweet Chili Sauce (30pcs) \$55

Chicken Wings (30 pcs) \$40
Mild, Hot, BBQ or Garlic Parmesan

Filet Skewers in Teriyaki Glaze (25 pcs) \$90

Firecracker Shrimp in Sweet Chili Sauce (30 pcs) \$60

Fried Calamari (Estimated 25 Guests) \$90

Margherita Flatbread (10 pcs) \$11
Pesto, Roasted Tomatoes & Fresh Basil

Pepperoni Flatbread (10 pcs) \$12
Pepperoncini, Fresh Basil, Pesto & Grape Tomato

Pigs in a Blanket (30 pcs) \$40
Mini Hotdogs wrapped in Croissant

Signature Chicken Quesadillas (30 pcs) \$65
Sour Cream, Guacamole & Salsa

Spinach & Artichoke Fondue (Estimated 35 Guests) \$50
with Corn Tortilla Chips

Westwood Skins (30 pcs) \$55
BBQ Pulled Pork, Sour Cream, Cheddar Cheese & Bacon

Westwood Sliders (24 pcs) \$60
White Cheddar, Pickle, Secret Sauce

Dessert

Chocolate Covered Strawberries (30 pcs) \$50

Chocolate Cake Bites (30 pcs) \$40

Cookie Tray (30 pcs) \$40
Homemade White Chocolate Chip Cookies
and Homemade Oats Cookies

Sweet Table \$5/Person
Sampling of Bite Size Sweets, Chocolate Covered Strawberries
& Home Made Cookies

SALES TAX AND 20% SERVICE CHARGE ADDED TO FINAL BILL. PRICES AND MENU ITEMS SUBJECT TO CHANGE

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Sushi Rolls

California Roll (8 pcs) Fresh King Crab / Avocado / Cucumber	\$14.00
Spicy Tuna (8 pcs) No. 1 Fresh Ahi / Cucumber / Tobanjan Sauce	\$11.00
Spicy Shrimp & King Crab (8 pcs) Cucumber / Masago / Chile Oil	\$15.00
Jalapeno Roll (6 pcs) No. 1 Fresh Ahi / Cilantro / Jalapeno / Lettuce / Avocado Spicy Green Pepper Sauce / Tobiko	\$11.00
Signature Roll (8 pcs) No. 1 Fresh Ahi / Yellowtail / King Crab / Salmon / Cucumber / Avocado	\$15.50
Rainbow Dragon (8 pcs) Eel / Mango / Avocado / Cucumber / Red Peppers/ BBQ Eel Sauce	\$14.00
Southwest Roll (8 pcs) No. 1 Fresh Ahi / Yellowtail / Salmon / Avocado / Jalapeno / Sriracha	\$11.00
Tempura Shrimp & Crab Roll (10 pcs) Soy Paper / Mango / Asparagus / Jalapeno Masago	\$15.00
Crunchy Pig & Lobster (6 pcs) Avocado / Sriracha / Jalapeno / Bacon / Tempura Flakes	\$13.00
Red Dragon (10 pcs) Tempura Shrimp/Spicy Crab / Jalapeno/ Cumber/ Spicy Tuna/ Avocado / Eel Sauce	\$15.00
Spicy Salmon (8 pcs) Sushi Grade Salmon / Chile Oil / Cucumber / Chives	\$11.00

The Bar

Cash Bar \$75 fee will apply. Each guest is responsible for the purchase of his or her own beverages.

Host Sponsored Bar All beverages are charged based on consumption and added to the host's tab. Please know you may limit a Host Sponsored Bar with a Dollar Cap or Time Frame.

Beer & Wine Based on consumption and added to the host's tab. Guests are responsible for any other beverages.

Drink Tickets Drink Tickets are given to the host and distributed to each guest. It is the host's decision on how many tickets each guest will receive and which beverages will be offered. As the wait staff receives a ticket, each drink is added to the host's bill.

Average Drink Prices

Bottled Beer	\$4.00 - \$5.00
House Wine by the Glass	\$6.00 - \$7.00
Well/Call Brand Mixed Drinks	\$5.50 - \$8.00
House Wine by the Bottle	\$20.00 - \$24.00

Punch Bowls

Non-Alcoholic Punch (25 servings)	\$30
Champagne Punch (25 servings)	\$60
Mimosa Bowl (25 servings)	\$75
Sangria Bowl (25 servings)	\$75

Miscellaneous Packages

Unlimited Soda/Tea/Coffee	\$3/person
Champagne Toast	\$2/person
1.5 Hrs. Unlimited Mimosas & Champagne	\$10/person

Please ask your Banquet Manager for details on our Drink Packages.

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Continental Breakfast

\$15 per person

15-person minimum

Soda, Iced-Tea and Freshly Brewed Coffee Included

Assorted Muffins ♦ Yogurt & Granola ♦ Fresh Fruit

Breakfast Buffet

\$22 per person

20-person minimum

Soda, Iced-Tea and Freshly Brewed Coffee Included

Assorted Muffins ♦ Fresh Fruit Platter

Traditional Scrambled Eggs ♦ Applewood Smoked Bacon or Sausage Links ♦ Oven Roasted Potatoes

Brunch Buffet

\$25 per person

20-person minimum

Soda, Iced-Tea and Freshly Brewed Coffee Included

Assorted Muffins ♦ Fresh Fruit Platter ♦

Traditional Scrambled Eggs ♦ Applewood Smoked Bacon or Sausage Links ♦ Oven Roasted Potatoes

Field Greens House Salad ♦ Herb Roasted Chicken Breast ♦ Penne Pasta

Served with Dinner Rolls & Whipped Butter

Brunch/ Breakfast Additions:

Orange Juice & Herbal Tea \$1.50 pp

Bagels & Cream Cheese \$3 pp

Caesar Salad \$2 pp

Homemade Waffles \$3 pp

French Toast \$3 pp

Eggs Benedict \$4 pp

Buffet is not unlimited. Portions are based upon the final guest count.

Buffets are set up for a maximum of one hour. Due to state health codes no food may be packaged for carry out.

Kids Menu

\$8 per child for Limited Luncheon Menu

\$10 per child for Limited Tavern Menu

Please select one of the following for children 12 years and under. Price includes soft drinks/milk/juice.

Dinner Price also includes a vanilla ice-cream sundae with chocolate sauce and whipped cream.

Chicken Fingers & Fries

Grilled Cheese Sandwich and Fries

Pepperoni Flatbread

Chicken Sandwich and Fries

Mini Hot Dogs and Fries

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Limited Luncheon Menu

Available with an event start time of **1pm or earlier**

Price includes a starter and all soft drinks, iced-tea, herbal teas and freshly brewed coffee.

Events up to 60 guests, hosts please select two meals;

Westwood will provide personalized menus for your guests to select their meal day of the event.

Events with 60+ guests please select one meal for all guests *or* provide a prior count for two meals 72 hours in advance.

Starter Fresh Field Greens Salad with Balsamic Dressing, Fresh Baked Rolls & Whipped Butter
Upgrade to a Caesar Salad for \$1 per person or Westwood Cranberry Salad for \$2 per person

Entrees

Penne ala Vodka (No sides included) \$16.00

Penne Pasta / Roasted Peppers / Baby Spinach / Absolut Tomato Sauce

Chicken Piccata Sautéed Chicken Breast / Lemon & White Wine Caper Sauce \$18.00

Chicken Bruschetta Pan-Seared Chicken Breast / Sautéed Tomatoes, Onions & Basil / Parmesan Cheese \$18.00

Parmesan-Crusted Tilapia Baked / Lemon Butter Sauce \$18.00

Champagne Herb Salmon Grilled Atlantic Salmon / Champagne Dill Sauce \$18.00

Black Angus Pot Roast Homemade Gravy / Red Skin Mashed Potatoes (No Additional Sides) \$20.00

Entrée Side Options Choice of Two

Sautéed Green Beans (Add \$1) Steamed Broccoli Red Skin Mashed Potatoes Basmati Rice

Sandwiches

Ham & Swiss Pretzel Roll Black Forest Ham / Swiss cheese / Honey Mustard / Red Onion / Pretzel Roll \$16.00

Vegetarian Burger In-House Patty / Romaine / Smoked Gouda / Onion Rings / Spicy Mayo \$16.00

Caprese Sandwich Roma Tomatoes / Fresh Mozzarella / Pesto White Balsamic / Arugula / Baguette \$16.00
Add Chicken for an additional \$2 per person

Signature Burger Grilled 8oz Patty / White American Cheese / Secret Sauce / Brioche Bun \$18.00

Southwest Veggie Wrap (No Modifications Please) \$18.00

Bell Peppers / Avocado / Corn / Baby Spinach / Scallions / Black Beans / Pepper Jack Cheese
Spinach Tortilla / Chipotle Ranch on the Side

Sandwich Side Options Choice of One

Fresh Fruit Cup (Add \$2) Cold Pasta Salad Homemade Potato Chips Home Cut Fries

Dessert: Optional: Additional \$2 per person. Please Select One

Vanilla Ice-Cream Sundae NY Cheesecake Double Layer Chocolate Cake Assorted Cookies

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Luncheon Buffet Style

Buffet is not unlimited. Portions are based upon the final guest count.

Buffet Main Courses are set up for a maximum of 1 hour. Due to state health codes no food may be packaged for carry out.

\$20+ per adult

\$12 for Children 12 years and under

25-Person Minimum. For events starting **1pm or earlier**

Soft Drinks, Iced-Tea, Herbal Teas and Freshly Brewed Coffee are Included

Starters

Please Select Two

Bruschetta ♦ Hummus & Pita ♦ Pigs in a Blanket ♦ BBQ Meatballs

Turkey Pinwheels ♦ Original Potato Skins ♦ Chicken Wings ♦ Salami Cornet Canapés

Cheese Quesadillas ♦ Stuffed Mushrooms (Add \$2) ♦ Spinach & Artichoke Fondue (Add \$2)

Add another Starter for \$2 per person

Starter Quantity Pieces Based On Final Head Count

Salad

Please Select One

Served with Fresh Baked Rolls & Whipped Butter

Fresh Field Greens House Salad (Balsamic & Ranch Dressing) ♦ Caesar Salad (Add \$1)

Chopped Salad (Add \$2) ♦ Westwood's Cranberry Salad (Add \$2)

Entrée Selections

Please Select Two

Chicken Bruschetta ♦ Lemon Oregano Chicken ♦ Chicken Piccata ♦ Chicken Marsala

Parmesan Tilapia ♦ Chicken Fettuccini Alfredo ♦ Arrabiata Pasta Primavera ♦ Vodka Penne Pasta

Chicken Caesar Wrap ♦ Ham & Swiss on Pretzel Roll ♦ Carolina Pulled Pork Sandwich

Northwood's Club Sandwich (Add \$2) ♦ Westwood Sliders (Add \$2) ♦ Southwest Veggie Wrap (Add \$2)

Champagne Salmon (Add \$3) ♦ Black Angus Pot Roast (Add \$3) ♦ London Broil (Add \$4)

Add another entrée for \$3 per person

Sides

Please Select Two

Red Skin Mashed Potatoes ♦ Steamed Broccoli & Carrots ♦ Baked Mostaccioli ♦ Cucumber-Tomato Salad

Pasta Salad ♦ Homemade Potato Chips ♦ Sautéed Green Beans (Add \$1) ♦ Fresh Fruit (Add \$2)

Dessert

Additional \$2 per person. Please Select One

Double Layer Chocolate Cake ♦ Assorted Homemade Cookies

NY Style Cheesecake ♦ Chocolate Covered Strawberries ♦ Ice-Cream Sundae

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Limited Tavern Menu

Available All Day

Soft Drinks, Iced-Tea, Herbal Teas and Freshly Brewed Coffee Included

Events up to 60 guests, hosts please select two meals;

Westwood will provide personalized menus for your guests to select their meal day of the event.

Events with 60+ guests please select one meal for all guests *or* provide a prior count for two meals 72 hours in advance.

Starter Selection *Please Select One*

Served with Fresh Baked Rolls and Whipped Butter

Field Greens House Salad

Caesar Salad (Add \$1)

Salad & Soup of the Day (Add \$2)

Soup of the Day

Westwood's Cranberry Salad (Add \$2)

Entrée Selections

Arrabiata Pasta Primavera (*No side*) Penne Pasta / Fresh Vegetables / Light Spicy Garlic Red Tomato Sauce \$20.00

Stuffed Pepper

Roasted Tomatoes / Red Basmati Rice / Zucchini / Mushrooms / Herbs & White Wine Garlic Sauce \$20.00
Add Sausage or Chicken for an additional \$1 per person

Mediterranean Herb Chicken

Sautéed Spinach / Feta Cheese / Onions / Black Olives / Roasted Tomatoes / Extra Virgin Olive Oil \$22.00

Chicken Madeira Lightly Floured Chicken Breast / Mushroom Madeira Demi / Mozzarella Cheese \$22.00

Peppercorn Crusted Pork Loin Cognac / White Wine / Peppercorn / Splash of Cream \$22.00

Stuffed Chicken Breast Spinach & Artichoke Goat Cheese Filling / Rustic Roasted Tomato Sauce \$24.00

Macadamia Mahi Mahi 8oz. Crusted Mahi Mahi / White Wine Mustard Sauce \$25.00

Shrimp Scampi (*No side*) \$25.00

Pan-Seared Shrimp / Roasted Peppers / White Wine / Spaghetti *Roasted Garlic Parsley Sauce*

Sweet Chili Salmon Seared Salmon / Sweet Chili Glaze \$27.00

Prime Rib **Only served Medium* 12oz. Black Angus Beef / Au Jus \$36.00

Filet Mignon **Only served Medium* Certified Black Angus Barrel Cut / Red Wine Sauce \$38.00

Filet & Chicken Combo Certified Black Angus Barrel Cut / Chicken Madeira \$42.00

Sides *Choice of two sides.*

Sautéed Green Beans (Add \$1)

Grilled Asparagus (Add \$2)

Vegetable Medley

Oven Roasted Baby Red Potatoes

Twice Baked Potato

Red Skin Mashed Potatoes

Basmati Rice

Dessert *Please Select One*

Vanilla Ice-Cream Sundae – *Included in meal price*

Double Layer Chocolate Cake (Add \$1)

NY Style Cheesecake (Add \$1)

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Tavern Buffet

Buffet is not unlimited. Portions are based upon the final guest count.

Buffet Main Courses are set up for a maximum of 1 hour. Due to state health codes no food may be packaged for carry out.

\$32+ per adult

\$15 for Children 12 years and under

25 Person Minimum – Available All Day

Soft Drinks, Iced-Tea, Herbal Teas and Freshly Brewed Coffee Included

Starters

Please Select Two

BBQ Meatballs ♦ Bruschetta ♦ Bacon Wrapped Dates ♦ Turkey Pinwheels ♦ Pigs in a Blanket ♦ Firecracker Shrimp

Tomato-Basil Skewers ♦ Cheese Quesadillas ♦ Stuffed Mushrooms (Add \$2) ♦ Chips & Guacamole (Add \$2)

Fried Calamari (Add \$3) ♦ Smoked Salmon with Cucumber (Add \$3) ♦ Filet Skewers (Add \$4)

Add another starter for an additional \$2 per person

Starter Quantity Pieces Based On Final Head Count

Salad

Please Select One

Served with Fresh Baked Rolls & Whipped Butter

Fresh Field Greens House ♦ Caesar Salad (Add \$1) ♦ Chopped Salad (Add \$2) ♦ Westwood's Cranberry Salad (Add \$2)

Entrée Selections

Please Select Two

Mediterranean Chicken ♦ Chicken Madeira ♦ Peppercorn Pork Loin

Macadamia Mahi ♦ Parmesan Crusted Tilapia ♦ Carolina Pork Sliders

Stuffed Chicken (Add \$1) ♦ Prime Rib Sliders (Add \$2) ♦ Shrimp Scampi (Add \$3) ♦ Sweet Chili Salmon (Add \$3)

Black Angus Pot Roast (Add \$4) ♦ London Broil (Add \$4)

Add another entrée for \$4 per person

Carving Station (Optional)

Spit Roasted Turkey Breast with Giblet Gravy (Add \$3) ♦ Roasted Ham off the Bone with Pineapple Glaze (Add \$3)

Roasted Pork Loin with Cinnamon Apple Glaze (Add \$4) ♦ Prime Rib with our Homemade Au Jus (Add \$6)

Pasta

*Please Select One: **Vodka Tomato ♦ Marinara ♦ Alfredo***

*Please Select One: **Penne ♦ Fettuccini ♦ Bow Tie***

Sides

Please Select Two

Grilled Vegetable Medley ♦ Steamed Broccoli & Carrots ♦ Sautéed Green Beans (Add \$1)

Red Skin Mashed Potatoes ♦ Oven Roasted Baby Red Potatoes ♦ Basmati Rice

Dessert

Additional \$2 per person. Please Select One

NY Style Cheesecake ♦ Chocolate Covered Strawberries ♦ Double Layer Chocolate Cake ♦ Ice-Cream Sundae

Westwood Tavern Event Policies & Contract

BUFFET/PARTY TRAYS: Portions are based on the Final Count. Buffet Main Courses are set up for a maximum of 1 hour. All food must be consumed on the premises. No leftover food may be packaged for carry out due to state health codes. There is a 25-person guarantee for the Lunch & Tavern Buffet.

LIMITED MENU: If your final head count is less than 60 you may give your guests two entrees to select from the day of the event. For events with 61 plus guests everyone will receive the same entrée OR you may give your guests two options, but the Banquet Manager must have a prior meal count for each entrée 72 hours before the event. It is the host's responsibility to then provide place cards with entrée selections.

CASH BAR: There is \$75 Cash Bar Fee for all events starting at **3pm** or later.

TIME FRAME: Private Events have a 3-hour time limit. There is a \$75 fee for each additional hour. Private rooms shut down by Midnight or earlier: Guests are welcome to move into the bar/dining area after event.

MENU SELECTIONS: All final menu selections are due 10 Business Days prior to event. If it is not received on time Management has the right to create a menu for the event. All prices and menu items are subject to change.

FINAL COUNT: A final count must be received by Noon, (3) Business Days prior to event. If confirmation is not received the host will be charged based on the original count. If less show the host is still responsible for the final count. Any additional guests can be added.

MISCELLANEOUS FOOD POLICIES: Westwood Tavern & Tap prohibits all food and beverage prepared outside of the establishment. This policy may have exceptions with the Manager's approval and additional charges may apply.

DECORATIONS/SET UP: Host may arrive at the given time to decorate the room within reason.

** Please No Confetti/Glitter or Sparkler Candles and No tape on walls. If used, there will be a \$75 Fee.*

AUDIO/VISUAL: All private rooms have visual ability. The Fireplace Room, Wine Room and Chicago Room have audio as well.

MINIMUMS & ROOM FEES: All events have a minimum food and beverage dollar amount that must be reached. The minimum is determined by the day of the week and event start time. **Cash Bar, Sales Tax and Service Charge (20%) are not included in the minimum.** If the minimum is not met a room fee will be added to make up the difference.

BOOKINGS/DEPOSITS: There is a **\$200** deposit due at the time of signing your contract to secure your room. Rooms are *not* guaranteed without a signed contract and deposit. Westwood Tavern reserves the right to release rooms without *both* completed. All deposits will be applied towards your final bill. *December events require a \$500 deposit*

WEDDINGS & RECEPTIONS: Weddings and wedding receptions have a deposit requirement of **HALF** the food and beverage minimum for the event.

FINAL PAYMENT: Due in full at the conclusion of the event. 20% Service Charge and state and local taxes are added to all food and beverage sales. Westwood Tavern accepts Cash or Credit (Visa, MasterCard, AMEX and Discover). **No personal checks or gift cards**

Service Charge: The 20% service fee is an administrative fee for the set up and administration expenses related to hosting your event. The event fee is not a tip and is not distributed to servers, bartenders or other service employees working your function. The employees working your function are non-tipped employees, and are compensated at a higher hourly wage. Tipping is not required and is at your discretion.

CANCELLATION POLICY: Host has 7 days from day of signing contract to cancel without penalty. After the 7th day deposit is non refundable.

Contact Name: _____ Company: _____

Phone #: _____ Alt. #: _____

Email: _____

Event Date: _____ Occasion: _____

Room: _____ Guest of Honor: _____

Event Start Time: _____ End Time _____ Add. Hrs/Room Fee: _____

Approx. Guest Count: _____ Food & Beverage Minimum Requirement: \$ _____ Deposit: \$ _____

I agree to all the above policies of Westwood Tavern & Tap and Authorize the Credit Card listed below for the Cancellation Policy and to be charged if final payment is not received.

Credit Card #: _____ Exp. Date _____

Card Holder's Signature or Authorized by: _____ Date: _____

Banquet Manager's Signature: _____ Date: _____

You may fax or e-mail a completed contract to secure the booking of your event. Once a contract is received the Banquet Manager will email a confirmation. If a confirmation is not received within 24 hours, please call