

# BELFRY INN & BISTRO



## WEDDINGS AT THE BELFRY

6 Jarves Street  
PO Box 2211  
Sandwich, MA 02563  
Phone: 508.888.8550

## HISTORY OF THE ABBEY



A stunning setting for your next event, the Abbey Building is the home of the Belfry Inn & Bistro. Built in 1901, it was the third Catholic Church in Sandwich.

The interior of the Abbey was transformed from an open space with an aisle leading to an altar, with sixteen sets of pews on each side, to an intimate dining space. A second floor was added providing space for four guestrooms and additions on the two rear roofs provided two additional rooms. The Abbey is an architectural and aesthetic tour de force. This grand space has been segregated ingeniously and imaginatively into dining and lodging spaces. Guests and dining patrons enter into a soaring space, warmly lit with retrofitted ecclesiastical lighting, handsomely accented by ground level amber stained-glass windows.

A wonderfully unique space that is the perfect backdrop for your event, the Abbey has been an integral part of numerous celebrations. A warm, inviting and memorable space that will leave you and your guests with many fond memories for years to come.

# WEDDING PACKAGES



Full of character and architectural delights, the Belfry is the perfect backdrop for your special day. The warm, romantic atmosphere of our indoor and outdoor spaces will bring your dream wedding to life.

Surrounded by beautiful stained glass, vaulted ceilings and elements originally found in the Church first built in 1901, you and your loved ones are sure to create unforgettable memories that will be cherished forever.

**Each wedding package includes:**

Rehearsal Time

Menu Tasting for the Bride, Groom

Champagne Toast

Cake Cutting and plating

Overnight accommodations for the Bride and Groom in a beautiful Abbey Room

Champagne and Strawberries in Bride and Groom's room on the wedding night

Reception tables and chairs

White linens

China, silverware, glassware and votive candle on each table

# WEDDING PACKAGES

Choose one of the following expertly crafted packages to create the perfect celebration or build a custom package with your event manager to make your dreams come true.

## **SILVER PACKAGE:**

Three passed hors d'oeuvres  
Two course plated dinner  
Champagne toast  
Cake cutting & plating  
***\$95 per person***

## **GOLD PACKAGE:**

One hour hosted deluxe brands bar  
Three passed hors d'oeuvres  
One stationary display  
Two course plated dinner  
Champagne toast  
Cake cutting & plating  
***\$125 per person***

## **PLATINUM PACKAGE:**

One hour hosted deluxe brands bar  
Three passed hors d'oeuvres  
One stationary display  
Two course plated dinner  
Wine service during dinner  
Champagne toast  
Cake cutting & plating  
***\$165 per person***

## **BUFFET PACKAGE:**

One hour hosted deluxe brands bar  
Three passed hors d'oeuvres  
One stationary display  
Buffet dinner  
Champagne toast  
Cake cutting & plating  
***\$165 per person***

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Prices and menu selections subject to change. All prices are subject to a 23% Administrative Fee and 7% MA Meal Tax.

# RECEPTION HORS D'OEUVRES

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## Cold Passed

### Herb Crusted Sirloin

Gorgonzola Crème, Garlic  
Crostiti

### Chilled Poached Gulf Shrimp

Horseradish Cocktail Sauce

### Fresh Mozzarella Skewer

Baby Tomato, Basil Pistou

### Maine Lobster Slider (+5 per person)

Brioche Bun,

Tarragon Aioli

### Local Cape Oysters

Mignonette, Cocktail, Lemon

### Smoked Salmon

Potato Pancake, Crème  
Fraiche

### Boursin & Raspberry

Endive Spear, Fresh Mint

### Prosciutto & Asparagus

Olive Oil & Balsamic Syrup

### Duck Liver Mousse

Balsamic Shallots, Grilled  
Bread

### Ahi Tuna Poke

Wonton Shell, Seaweed, Chili  
Aioli

## Hot Passed

### Belfry Angus Slider

Gorgonzola, Aioli, Brioche  
Bun

### Herb Lamb Lollipop (+4 per person)

Mint Horseradish Sauce

### Thai Vegetable Spring Roll

Mango Chili Dipping Sauce

### Stuffed Littleneck Clams

Chorizo, Herbs, Garlic

### Raspberry & Brie in Phyllo

Crispy and Flaky

### Sesame Chicken Satay

Mongolian BBQ Dipping  
Sauce

### Crispy Coconut Shrimp

Horseradish Marmalade

### Maryland Style Crab Cake

Remoulade Sauce

### Bacon Wrapped Scallop

Maple Syrup Drizzle

### Baked Oyster

Parmesan, Smoked Bacon, Spinach

Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 23% Administrative Fee and 7% MA Meal Tax.

# STATIONARY DISPLAYS

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## **Artisan Cheeses**

Fresh Bread, Crackers, Jams, Dried Fruits, Nuts

## **Cold Smoked Salmon**

Capers, Red Onion, Crème Fraiche, Toasted Crusty Bread

*+\$8 per person*

## **Lemon Hummus**

Feta Cheese, Cured Olives, Ripe Tomatoes, Cumin Scented Pita Chips

## **Organic Farm Vegetable Crudités**

Blue Cheese Aioli, Calamata Olive Hummus

## **New England Seafood**

Jumbo Shrimp, Local Oysters, Littleneck Clams, Chilled Lobster

Citrus Cocktail Sauce, Red Wine Mignonette, Lemon

*+\$31 per person (\$24/person without Lobster)*

## **Fresh Melons and Seasonal Berries**

Mint Scented Organic Yogurt

## **Vegetable Antipasto**

Marinated Olives, Fresh Mozzarella, Tomato Basil Salad,

Grilled Vegetables, Balsamic Mushrooms

## **Charcuterie**

Country Pate, Sopressata, Prosciutto, Taleggio Cheese, Marinated Artichokes,

Olives, Roasted Garlic, Grainy Mustard, Grilled Crusty Bread

*+\$12 per person*

Stationary Displays require a minimum of 20 guests. Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 23% Administrative Fee and 7% MA Meal Tax.

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# PLATED DINNER

All Plated Dinners Include: Warm Rolls & Vermont Butter, Starter (Soup or Salad), Entrée, Dessert, Freshly Brewed Coffee, Decaffeinated Coffee, and Assorted Hot Tea.

Please choose one (1) starter (soup OR salad), two (2) entrées and one (1) dessert:

## **Soup**

**Littleneck Chowder** Oyster  
Crackers

## **Salads**

### **Strawberry Salad**

Organic Baby Greens | Almonds | Blue Cheese | Balsamic Vinaigrette

### **Classic Caesar Salad**

Parmesan | Garlic Croutons | Classic Caesar Dressing

### **Mixed Organic Greens**

Heirloom Tomato | Cucumber | Red Onion | Goat Cheese | Sherry Vinaigrette

### **Crab & Avocado Sphere**

Parmesan Frico | Basil Oil | Lemon Aioli | Radish Sprouts

## **Desserts**

**Vanilla Bean Crème Brulee**

**Key Lime Tart**

**Chocolate Truffle Torte**

(entrees on next page)



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# PLATED DINNER

All Plated Dinners Include: Warm Rolls & Vermont Butter, Starter (Soup or Salad), Entrée, Dessert, Freshly Brewed Coffee, Decaffeinated Coffee, and Assorted Hot Tea.

## Entrées

### **Napoleon of Grilled Vegetables**

Mozzarella | Artichoke | Leek | Basil Pistou

### **Garlic & Herb Roasted Chicken Breast**

Fingerling Potatoes | Seasonal Vegetable | Wild Mushroom Jus

### **Pancetta Pesto Roasted Chicken Breast**

Fingerling Potatoes | Seasonal Vegetable | Wild Mushroom Jus

### **Herb Roasted Salmon**

Celery Root Mousseline | Seasonal Vegetable | Cider Vin Blanc

### **Crab Crusted Local Cod**

Herbed Rice Pilaf | Seasonal Vegetable | Lemon Beurre Blanc

### **Porcini Dusted Scallops**

Wild Mushroom Risotto | Seasonal Vegetable | Parsnip Crisp

**+\$11 per person**

### **Filet Mignon & Spot Prawns**

Yukon Potato Gratin | Seasonal Vegetable | Bearnaise and Bordelaise

**+\$13 per person**

### **Grilled Hangar Steak**

Pommes Gratin | Seasonal Vegetable | Wild Mushroom Confit | Bordelaise Sauce

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### **Spice Roasted Duck Breast**

Wild Rice | Seasonal Vegetable | Blackberry Gastrique **+\$9**  
*per person*

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## **DINNER BUFFETS**

All Dinner Buffets Include: Warm Rolls & Vermont Butter, Freshly Brewed Coffee, Decaffeinated Coffee, and Assorted Hot Tea.

### **Create Your Own Dinner Buffet**

**Choice of 2 Entrées | INCLUDED**

**Choice of 3 Entrées | +\$15 per person**

### **Entrée Selections**

**Tortellini Pomodoro** | Heirloom Tomato | Fresh Mozzarella | Basil

**Herb Crusted Local Line Caught Cod Loin** | Lemon Beurre Blanc

**Seared Faroe Island Salmon** | Warm Corn & Tomato Salsa

**Lemon & Tarragon Free Range Chicken** | Poultry Jus **Cider**

**Roasted Organic Pork Loin** | Calvados Jus

### **Salads (choose one)**

**Hearts of Romaine Caesar Salad** | Shaved Parmesan | Croutons | Classic Caesar Dressing

**Organic Greens** | Cucumber | Baby Tomato | Aged Sherry Vinaigrette

**Strawberry Arugula Salad** | Almonds | Gorgonzola Cheese

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## **Fresh Mozzarella, Basil & Vine Ripe Tomato Caprese**

Buffet Dinner requires a minimum of 25 guests. Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

# DINNER BUFFETS

### **Sides (choose two)**

**Season's Best Ratatouille Vegetables**

**Roasted Asparagus | Shaved Parmesan**

**Creamy Whipped Northeast Potatoes**

**Oven Roasted Baby Potatoes | Fresh Herbs**

### **Desserts (choose one)**

**Mini Fruit Tart | Fresh Chantilly Cream**

**Petite Key Lime Tart | Fresh Seasonal Berries**

**Mini Chocolate Mousse | Fresh Seasonal Berries**

**Chocolate Dipped Organic Strawberries**

### **Enhancements**

**Chef Carved Sirloin of Angus Beef | Red Wine Sauce | Grain Mustard | Horseradish Cream**

***\$24 per person + \$150 Chef Attendant Fee***

**Chef Carved Angus Tenderloin | Mushroom Cabernet Jus | Grain Mustard | Horseradish Cream**

***\$31 per person + \$150 Chef Attendant Fee***

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**Butter Poached 1 ½ Pound Maine Hard-Shell Lobster | Drawn Butter | Lemon**  
*\$39 per person (one lobster per person)*

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# BAR

## PACKAGES

### Premium Brands

1<sup>st</sup> Hour | **\$17**

2<sup>nd</sup> Hour | **\$15**

Each Additional Hour | **\$13**

### Deluxe Brands

1<sup>st</sup> Hour | **\$20**

2<sup>nd</sup> Hour | **\$17 Each**

Additional Hour | **\$14**

### Beer & Wine

1<sup>st</sup> Hour | **\$17**

2<sup>nd</sup> Hour | **\$13**

Each additional  
Hour | **\$11**

### Bloody Mary & Mimosa

1<sup>st</sup> Hour | **\$17**

2<sup>nd</sup> Hour | **\$14**

Each Additional Hour | **\$12**

### Beer & Wine

**Domestic:** Sam Adams, Bud Light

**Craft:** Cisco, Hobo Life, Cape Cod Beer, Wormtown,

**Wines:** Drumheller Chardonnay, Kris Pinot Grigio, Villa Maria Sauvignon Blanc, Josh Cabernet Sauvignon, Dom Brunet Pinot Noir and Sparkling Wine

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## **Premium Brands**

Titos Vodka, Tangueray Gin, Mount Gay Rum, Chivas Regal Scotch, Jack Daniels, Seagrams V.O., Cuervo Gold Tequila, Courvoisier V.S., Kahlua, Amaretto, Chambord, Drambuie, Southern Comfort, Grand Marnier, Cointreau, Irish Mist, Sambuca, Benedictine, Bailey's Irish Cream and Frangelico

## **Deluxe Brands**

Grey Goose Vodka, Bombay Sapphire Gin, Mount Gay Rum, Glenfiddich Scotch, Makers Mark, Crown Royal, Jose Cuervo 1800, Courvoisier V.S.O.P, Kahlua, Amaretto, Chambord, Drambuie, Southern Comfort, Grand Marnier, Cointreau, Irish Mist, Sambuca, Benedictine, Bailey's Irish Cream and Frangelico.

Prices and menu selections subject to change. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

# DRINKS & WINE BY THE BOTTLE

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Bartender Required at \$150 per Bartender (Cash Bar Only\*). Please Allow for 1 Bartender per 100 Guests.

## Hosted & Cash Bar Drink Prices

(Exclusive of Taxes and Fees)

- House Liquor | **\$9**
- Premium Liquor | **\$10**
- Deluxe Liquor | **\$11-\$14**
- House Wine | **\$9**
- Premium Wine | **\$10**
- Deluxe Wine | **\$13**
- Domestic Beer | **\$4.50**
- Premium Beer | **\$6**
- Local Craft Beer | **\$6**
- Soft Drinks | **\$3**
- Bottled Still Water | **\$4**
- Bottled Sparkling Water | **\$4**

## Wine by the Bottle

Please ask for a current copy of our extensive list of wines available by the bottle.

\*Charged for Abbey Rental and all other events held outside of normal Bistro hours.

Prices and menu selections subject to change. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

# SITE RENTAL/CEREMONY FEES

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## **THE ABBEY: MAY – DECEMBER EVENTS** ( 5 hour rental, max 100 ppl)

**Site Rental Fee, Saturday Evening** **\$3,500**

*Min \$14,750 F&B*

*6 Abbey Rooms, 2 night minimum*

**Site Rental Fee, Friday Evening** **\$2,500**

*Min \$9,500 F&B*

*6 Abbey Rooms, 2 night minimum*

**Site Rental Fee, Sun – Thurs Evening\*** **\$1,500**

*Min \$5,500 F&B*

*6 Abbey Rooms, 1 night minimum*

*\*Sunday Holidays will default to Saturday Evening rates and guidelines*

**Site Rental Fee, Saturday Day\*** **\$2,250**

*Min \$7,500 F&B*

*\*Must end by 3pm*

**Site Rental Fee, Sun - Thurs Day\*** **\$750 - \$2,250**

*Sunday Min \$7,250 F&B other \$5,500*

*\*Must end by 3pm*

# SITE RENTAL/CEREMONY FEES

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## **THE SANCTUARY** (3 ½ hour rental, max 25 ppl)

**Site Rental Fee, Mon – Sun, Day & Evening**                      **\$500**  
*Min \$1,000 F&B*  
*\$150 each additional hour*

## **THE TERRACE** (5 hour rental, max 50 ppl)

**Site Rental Fee, Friday & Saturday Evening** **\$1,500** *Min*  
*\$7,500 F&B*

**Site Rental Fee, Sun – Thurs Evening**                                      **\$1,500** *Min*  
*\$3,500 F&B*

**Site Rental Fee, Mon – Sun Day\***    **\$1,500**  
*Min \$2,500 F&B*  
*\*Must end by 3pm*

## **NDBB LAWN** (5 hour rental, max 60 ppl, buffet only)

**Site Rental Fee**    **\$2,500 (+ tent rental)**  
*Min \$7,500 F&B*

## **THE SEAL** (5 hour rental, max 50 ppl, buffet only)

**Site Rental Fee, Friday & Saturday Evening** **\$1,500** *Min*  
*\$7,500 F&B*

**Site Rental Fee, Sun - Thurs Evening**    **\$1,500** *Min*  
*\$3,500 F&B*

**Site Rental Fee, Mon – Sun Day\***    **\$1,500**  
*Min \$3,000 F&B*  
*\*Must end by 3pm*



## CEREMONY FEES

Ceremony Fee

\$500

# POLICIES & GUIDELINES

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### Food & Beverage

Our goal at The Belfry Inn & Bistro is to provide an elegant and memorable event for our guests. Our Chef has created these menus based on his specialties and what works well within group settings. If you do not see options that match the vision for your menu, we would be happy to propose customized menus to meet your needs.

Our banquet staff is thoroughly and properly trained on special preparation techniques for allergies and dietary restriction considerations. Please provide details on any special dietary needs to your Event Manager at least thirty (30) days prior to the event to allow ample time to accommodate these needs.

If you are providing your guests a choice of entrée in advance, the following stipulations apply:

- If there is a price difference between the entrees, the highest priced entrée will prevail for all entrees
- Guarantee of attendance with the breakdown for each entrée is required fourteen (14) days prior to the event
- A seating chart or form of entrée identification is required at the guest table, i.e. marked place card, colored ticket

It is our policy not to permit food and beverages to be brought into or removed from our venue. If alcoholic beverages are to be served on the premises, we will require that only Venue servers or bartenders dispense beverages. The Venue's alcoholic beverage license requires the Venue to (1) request proper identification (photo ID) of any person of questionable age and refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced and (2) refuse alcoholic beverage service to any person who, in the Venue's judgement, appears intoxicated.

### Menu Selection

Menu selections are due to your Event Manager no later than thirty (30) days prior to the Event. Any details or changes received after that point cannot be guaranteed. Before any Event can take place, your Event Manager must have a signed copy of these terms and conditions along with the Banquet Event Order. Pricing is guaranteed upon Client's signature of the Banquet Event Order.

### Tax & Administrative Fee

All food and beverage prices are subject to a non-taxable 20% Administrative Fee and Massachusetts Meal Tax, currently 7%. Site rental fees, linen fees and miscellaneous charges are subject to 7% MA Tax, or prevailing tax at time of event. The 23% Administrative Fee does not represent a tip or service charge for waitstaff, employees, service employees or service bartenders.

**Guarantee**

Your final guaranteed number of guests is due fourteen (14) days prior to the event. If your Event Manager is not notified of your guarantee, the Venue will assume the guarantee to be the maximum number listed on the original contract. You will be charged for your guaranteed number of attendees, or the actual number of guests served, whichever is greater.

# POLICIES & GUIDELINES

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**Event Space**

Based on your contracted requirements, the Belfry Inn & Bistro has reserved appropriate event space. If additional space is added after signature of the contract, additional site rental fees may be applied.

If room sets change from agreed upon set-up within 48 hours of beginning an event, a labor fee may be charged. Charges begin at \$150 per room.

Items such as tables, chairs, linens and any other standard Venue equipment will be provided to the Client at no charge. Should the Client request items that go beyond Venue inventory, rental for requested items will be paid for by the Client.

**Event Timelines**

Weddings will be blocked for five (5) hours and must end no later than 10:30pm. Events exceeding their standard hours will be charged additional site rental fees.

**Decorations**

Decorations are welcome but require prior approval by Venue. Glitter, confetti, rice and sparklers are prohibited. All candles must be enclosed. Venue will not permit the affixing of anything to the walls or ceilings. Client is responsible for removing all decorations before leaving. Failure to comply will result in a clean-up fee.

**Entertainment**

Entertainment, including music, bands, DJ's, etc. must be approved by management prior to the event. Outside entertainment must conclude by 8:30pm, and inside entertainment must conclude by 10:00pm. Venue reserves the right to determine the appropriate sound level in consideration of our guests and area residents. Professional vendors are recommended. All vendors must contact Venue no later than ninety (90) days prior to event.

**Media**

We welcome your screen projectors, video presentations, microphones, or PA systems when appropriate. Please obtain management approval prior to the event.

**Weather Backup**

In the event of inclement weather, outside areas contracted for event use can be tented. All costs associated with tenting will be the Client's responsibility.

**Room Blocks**

Rental of the Venue for an evening event requires the booking of all six (6) sleeping rooms in the Abbey building. Rooms can be contracted by Client or Client's guests.

**Liability**

The Venue assumes no responsibility for loss or damage to items left in Venue prior to, during or following the event.

**Deposits**

All deposits are non-refundable and will be applied toward the total cost of your event.