

# CHARLIE'S

Diner • Bar • Grill • Functions  
5 Meadow Rd, Spencer, MA 01562  
508•885•4033

## Function Room Policies

• Any available date of interest may be placed on a tentative hold for 1 week. A \$250 non-refundable deposit is required to confirm your function and indicates that you agree to the conditions outlined below. The deposit can be paid for with cash or a check, credit cards are not accepted.

**\*\*All deposits are non-refundable.\*\***

• There is a food and beverage minimum of

- \$1200 on a Saturday or Sunday morning (10am-2pm OR 11am-3pm)
- \$2500 on a Friday and Saturday night (4pm-8pm OR 5pm-9pm)
- \$750 all other times.

**\*\* Remaining payment is due the day of the event in cash or check, (credit cards are not accepted for final payment)\*\***

• All events are held for 4hr intervals. Extra time is not available for purchase.

Initial \_\_\_\_\_

• All menu choices are due 10 days prior to your event. (Breakfast menu's are not available after 3pm)

• An exact guest count must be submitted no later than 72 Hours prior to the function. No refund will be made should the actual number of guests attending falls below your minimum guarantee. There will be extra charges for any additional guests that attend who are not submitted in the final head count.

• A bartender on duty has the right to terminate any guest of alcohol consumption based on his/her judgment, & the sale of alcohol will end 30min prior to the end of the event.

• Patrons or guests will not be allowed to supply their own alcoholic beverages. No alcohol may leave the premise at any time.

• Due to health regulations guests are prohibited from bringing any food or beverage into or off the premise.

• Due to fluctuations in market costs prices are not guaranteed for more then 30 days prior to the function date.

• A 7% Massachusetts state tax and a 20% gratuity will be applied to all functions.

• Charlie's is not responsible or held liable for adverse weather conditions, or other unforeseen circumstances that may cancel your event.

Initial \_\_\_\_\_

• Candles, birdseed, bubbles, confetti, rice, etc are not allowed. No decorations maybe adhered to (no tape, or tacks) or hung from the walls, ceilings, doors or floors (if these policies are not followed you will forfeit your \$250 deposit). You have 30 minutes after your function ends to remove all of your decorations. There will be a \$5 charge per balloon that floats to the ceiling. You may arrive to set up and/or decorate for your event an hour prior to the event start time. If additional time is needed for set up it there will be an additional charge.

• White table linens and napkins are included for the buffet tables, the dining tables, and 2 additional tables, if any other tables are needed there will be an additional charge.

• If you choose to bring your own cake or dessert it must be prepared by a licensed food vendor, and a \$1/person cake cutting fee will be charged.

By signing below I agree to the terms listed above and understand that my \$250 deposit is non-refundable.

Name \_\_\_\_\_

Date \_\_\_\_\_

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## Brunch & Lunch Buffet Menus

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### Basic Breakfast Buffet

- Assorted muffins
- Fresh fruit
- Scrambled eggs
- Breakfast potatoes
  - Pancakes
- Bacon & sausage
- Coffee, Tea, & Juices

\$24.95/person+ tax & gratuity

### Breakfast/Lunch Buffet

- Assorted muffins & pasteries
  - Fresh fruit
- Scrambled eggs
- Breakfast potatoes
  - Pancakes
- Bacon & sausage
- Chicken & broccoli penne
- Mesculin salad with blue cheese, cranberries & walnuts
  - Coffee, Tea, & Juices

\$28.95/person+ tax & gratuity

### Basic Lunch Buffet

- Garden & fruit salad
- Platter of deli meats with condiments & assorted breads
- Penne pasta & meatballs w/red sauce
  - Coffee & Tea

\$26.95/person+ tax & gratuity

### Hot Lunch Buffet

• Choice of 2 Hot Entrees  
Baked Haddock, Pot Roast, Turkey,  
Penne pasta & meatballs w/red sauce

- Garden or Caessar Salad
- Chef's choice potato & vegetable
  - Rolls & butter
  - Coffee, Tea

\$27.95/person+ tax & gratuity

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## Dinner Buffet Menus

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**Choice of 2 entrees \$29.95/person + tax & gratuity**

**Choice of 3 entrees \$31.95/person + tax & gratuity**

All dinner buffets include garden or caesar salad, seasonal vegetables,  
rolls & butter, coffee, tea, & dessert.

### Entree Choices:

- Turkey
- Baked haddock
- Baked honey mustard salmon
- Chicken Parmesan over pasta
- Pot roast
- Eggplant parmesan
- Steak Tips
- Lasagna (meat, vegetable or cheese)
- Penne with sausage & meatballs

### Side Choices:

(Choose 1)

- Whipped potatoes
- Rice pilaf
- Roasted Red Potatoes

### Dessert Choices:

(Choose 1)

- Cheesecake
- Strawberry shortcake
- Grapenut Custard

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## Mercy Meals

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**Choice of 2 entrees \$25.95/person+ tax & gratuity**

These buffet meals include garden salad, seasonal vegetables,  
rolls & butter, coffee, tea, & chocolate chip cookies.

### Entree Choices:

(Choose 2)

- Turkey & stuffing
- Baked haddock
- Grilled chicken breast
  - Pot roast
- Penne with Meatballs

### Side Choice:

(Choose 1)

- Whipped potatoes
  - Rice pilaf
- Roasted red potatoes